

FEES AND CHARGES

DEVELOPMENT SERVICES – SECTION 106

The Section 106 and Community Infrastructure Monitoring Officers primary role has been to ensure that historic data is captured, that the central database is kept up to date, that section 106 agreements are monitored and that information is shared with all relevant beneficiary service areas.

The role is to co ordinate the activities relating to Section 106 agreements and work with each service area in monitoring the triggers which relate to each obligation, and also to ensure that funds are spent in accordance with the timescales specified. The post holder works closely with all the Council departments and keeps central records of when sites have commenced, when trigger points have been reached and invoicing for contributions when required.

The Council also employ an officer who spends 75% of his time monitoring the activity relating to the Highway clauses in Section 106 Agreements. This officer takes responsibility for ensuring the sites are inspected, feedback is given to the Section 106 Monitoring Officer and then this information is shared with all other relevant parties to the agreements to avoid any duplication.

The Land Adoptions team are also heavily involved in monitoring Section 106 agreements in relation to the provision of public open space. This equates to a full time Technical Services Officer.

Benefits of Monitoring

It is noted that numerous benefits will result from the closer monitoring of Section 106 Agreements and these include:

- Delivery of agreed community benefits on time (as timetabled in the agreement).
- Improved service delivery planning and work programming in all departments (as every department will be given advanced notice of obligations being triggered at various stages within the life of the development)
- Improved financial control and budgeting across the Council (as expected incoming financial contributions can be built into budgets with enhanced likelihood of receipt)
- Improved enforcement of Section 106 Agreements (close monitoring will result in early detection of missing financial obligations and improved prospects for ensuring commitments are honoured – whether through reminders through the current invoice bad debtor procedure or through the legal process.

- Limited chances for payments to be returned to developers, along with interest, if the contribution has not been spent on the specified purpose within an agreed timescale.
- Improved transparency for the public about the financial obligations secured in their area and better communication with Town/Parish/City Councils and Unitary members
- Enhanced reputation. All of the above will help to reinforce the message that the Council is a businesslike organisation that is working with the development industry and local communities to deliver the key objectives set out in the Core Strategy.

Proposal

To be able to sustain the work currently undertaken in monitoring agreements, it is proposed that charges are introduced to cover the costs of the monitoring. Many authorities in the Country are already charging for this aspect of work and Council are currently charging in the South. However, it is clear from the research undertaken that each authority has approached the charging regime in different ways, for example:

- a) A flat rate per Section 106 Agreement, regardless of the number of obligations, complexity or value of agreement;
- b) A flat rate per planning obligation;
- c) A percentage of the financial value of the whole agreement

It is open to Wiltshire Council to determine the approach it wishes to take. The total cost of monitoring Section 106 agreements is currently £96,236 (three posts – the Section 106 and Community Infrastructure Monitoring Officer and 75% of the costs for the Major Developments Liaison Officer, and full time equivalent Technical Services Officer). The Council can only legally seek to recover the costs involved in monitoring the agreements.

Based on the research, it is considered that the fairest and most equitable fee regime to cover the costs of the authority would be to introduce a charge 6% of Financial Obligations. This is in line with the same principles adopted by other authorities such as Mendip 10%, South Gloucestershire 4%, Harrow 5% and Swindon BC 5%; with a % of all Financial obligations up to a maximum of £50k). Based on 2011 agreements, this option will have brought in £89,438 to cover the authorities costs.

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Year	6% of Total Obligations would have raised
2009	£106,462
2010	£93,178
2011	£89,438

This is considered to be the most equitable in terms of fee paid relating to work necessary to undertake the monitoring and is reflective of the amount paid in contributions.

APPENDIX G

Licensing - Street Trading & Collections

Street and house to house collections	FREE	FREE	
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Consent Street Traders - Town Centre Traders

Annual Street Trading Consent - all days of the year including all Bank Holidays	£2,800.00	£2,800.00	0.00%
Daily Street Trading Consent - Sunday to Friday including Bank Holidays where these fall on the days included in the consent (per day)	£20.00	£35.00	75.00%
Daily Street Trading Consent - Saturday (per day)	£40.00	£35.00	-12.50%
Daily Street Trading Consent - events for private gain (per day)	£40.00	£35.00	-12.50%
Daily Street Trading Consent - where the proceeds will not be used for private gain or will go to a registered charity	No Charge	No Charge	
<u>Consent Street Traders - All Other Traders</u>			
Annual Street Trading Consent - all days of the year including all Bank Holidays	£1,400.00	£1,400.00	0.00%
Daily Street Trading Consent - including Bank Holidays where these fall on the days included in the consent (per day)	£10.00	£15.00	50.00%
Daily Street Trading Consent - events for private gain	£40.00	£40.00	0.00%
Daily Street Trading Consent - where the proceeds will not be used for private gain or will go to a registered charity	No Charge	No Charge	

Licensing - Hackney Carriages & Private Hire

Hackney Carriage Driver - Initial Licence	£91.00	£91.00	0.00%
Hackney Carriage Driver - Annual Renewal	£71.00	£71.00	0.00%
Hackney Carriage Vehicle - Initial Licence	£152.00	£170.00	11.84%
Hackney Carriage Vehicle - Annual Renewal	£152.00	£170.00	11.84%
Private Hire Driver - initial licence application	£91.00	£91.00	0.00%
Private Hire Driver's - Annual Renewal	£71.00	£71.00	0.00%
Private Hire Vehicle - initial licence application	£152.00	£170.00	11.84%
Private Hire Vehicle's - Annual Renewals	£152.00	£170.00	11.84%
Private Hire Operator	£86.00	£86.00	0.00%
Joint HC / PH driver's - Initial licence	£91.00	£91.00	0.00%
Joint HC / PH driver's - Renewal	£71.00	£71.00	0.00%

Administration Charges

CRB check for all drivers licences	£36.00	£44.00	22.22%
Replacement Badge Charge	£10.00	£10.00	0.00%
Replacement of lost exterior plate	£18.00	£18.00	0.00%
Replacement of Internal Window Plate	£9.00	£9.00	0.00%

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REGISTRATION: SUMMARY OF FEES & CHARGES

Service	2012-13 Financial Year	2013-14 Financial Year	% Increase -Decrease
Notice of Marriage and Civil Partnership *	£35.00	£35.00	0.00%
Reservation Fee for Marriage, Civil Partnership, Naming or Renewal of Vows Ceremony	£33.00	£35.00	6.06%
Marriage or Civil Partnership in The Register Office *	£45.00	£45.00	0.00%
Marriage or Civil Partnership Ceremony in a Registration Office Monday to Thursday	£50.00	£50.00	0.00%
Marriage or Civil Partnership Ceremony in a Registration Office Friday	£80.00	£80.00	0.00%
Marriage or Civil Partnership Ceremony in a Registration Office Saturday	£100.00	£100.00	0.00%
Marriage Approved Venue Monday to Friday	£385.00	£390.00	1.30%
Marriage Approved Venue Saturday	£395.00	£400.00	1.27%
Marriage Approved Venue Sunday	£460.00	£465.00	1.09%
Marriage Approved Venue Bank Holiday & from 10.00 pm on Christmas Eve & New Year's Eve **	£490.00	£465.00	-5.10%
Register Marriage in a Registered Building *	£84.00	£84.00	0.00%
Civil Partnership Registration only in The Register Office or Registration Offices *	£45.00	£45.00	0.00%
Civil Partnership Registration only Approved Venue Monday to Friday	£105.00	£107.00	1.90%
Civil Partnership Registration only Approved Venue Saturday	£127.00	£129.00	1.57%
Civil Partnership Registration only Approved Venue Sunday	£143.00	£145.00	1.40%
Civil Partnership Registration Only Approved Venue Bank Holiday **	£164.00	£145.00	-11.59%
Civil Partnership Ceremony Approved Venue Monday to Friday	£240.00	£242.00	0.83%
Civil Partnership Ceremony Approved Venue Saturday	£268.00	£270.00	0.75%
Civil Partnership Ceremony Approved Venue Sunday	£284.00	£286.00	0.70%
Civil Partnership Ceremony Approved Venue Bank Holiday and from 10.00 pm on Christmas Eve & New Year's Eve **	£332.00	£286.00	-13.86%
Licence for Approved Premises for Marriage or Civil Partnership includes naming and renewal of vows ceremonies (valid for 3 years) ***	£1,700.00	£1,500.00	-11.76%
Licence For Religious Buildings to be Approved Premises for Civil Partnership Registrations ***	£1,700.00	£1,500.00	-11.76%

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Service	2012-13 Financial Year	2013-14 Financial Year	% Increase -Decrease
Fee for Request to Review Decision regarding Approved Venue/Religious Building Licence	n/a	£225.00	N/A
Classic Naming or Renewal of Vows Ceremony in a registration service ceremony room	£70.00	£70.00	0.00%
Exclusive Naming or Renewal of Vows Ceremony Monday to Friday	£170.00	£170.00	0.00%
Exclusive Naming or Renewal of Vows Ceremony Saturday	£200.00	£200.00	0.00%
Exclusive Naming or Renewal of Vows Ceremony Sunday	£215.00	£215.00	0.00%
Exclusive Naming or Renewal of Vows Ceremony Bank Holiday **	£260.00	£215.00	-17.31%
Certificate for Birth, Death, Marriage or Civil Partnership on day of event *	£4.00	£4.00	0.00%
Certificate for Birth, Death or Marriage issued by Registrar - register still open *	£7.00	£7.00	0.00%
Certificate for Birth, Death, Marriage or Civil Partnership issued by Superintendent Registrar - register closed *	£10.00	£10.00	0.00%
Express Certificate Fee includes statutory fee	£20.00	£20.00	0.00%
While U Wait Certificate Fee includes statutory fee	£25.00	£25.00	0.00%
Single Event Venue Inspection Fee to hold a Naming or Renewal of Vows Ceremony in a venue not licensed for marriages and civil partnerships in addition to ceremony fee	£170.00	£170.00	0.00%
Private Citizenship Ceremony ****	£60.00	£70.00	16.67%
Nationality Checking Service - Adult	£50.00	£50.00	0.00%
Nationality Checking Service - Child	£25.00	£25.00	0.00%

Notes

* Statutory Fees set by the General Register Office and approved by the Treasury.

** Bank Holiday fees and charges are to be brought into line with Sunday charges following a review of staffing costs of providing the service.

*** A proposed reduction arising from a reduction in the associated costs of providing the service.

**** This increase reflects a change to one fee per family instead of one fee per individual.

APPENDIX G

STRATEGIC SERVICES HIGHWAYS & TRANSPORT: EDUCATION TRANSPORT

	Applied from	Proposed from	%
	September	September	Increase
	2012	2013	- Decrease

Spare Seats

Primary - under 3 miles per Term*	£75.00	£70.00	-6.67%
Primary - under 3 miles per Half Term	£37.50	£35.00	-6.67%
Primary - over 3 miles per Term	£98.00	£100.00	2.04%
Primary - over 3 miles per Half Term	£49.00	£50.00	2.04%
Secondary - under 3 miles per Term	£89.00	£91.00	2.25%
Secondary - under 3 miles per Half Term	£44.50	£45.50	2.25%
Secondary - over 3 miles per Term	£111.00	£114.00	2.70%
Secondary - over 3 miles per Half Term	£55.50	£57.00	2.70%
Post 16 - under 3 miles per Term	£114.00	£117.00	2.63%
Post 16 - under 3 miles per Half Term	£57.00	£58.50	2.63%
Post 16 - over 3 miles per Term	£182.00	£187.00	2.75%
Post 16 - over 3 miles per Half Term	£91.00	£93.50	2.75%
Lavington per Term	£141.00	£145.00	2.84%

Post 16

EMA Rate - Annual	£144.00	£148.00	2.78%
Full Rate - Annual	£414.00	£425.00	2.66%

Note * - a reduced price for Primary Under 3 miles has been suggested to encourage more usage of vehicles

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HERITAGE SERVICES: SUMMARY OF FEES & CHARGES

ITEM	2012-13 Financial Year	2013-14 Financial Year	% Increase
Photocopies A3 black & white	£0.55	£0.60	9.09%
Photocopies A4 black & white	£0.50	£0.55	10.00%
Computer screen prints black/greyscale	£0.10	£0.15	50.00%
Computer screen prints colour	£0.50	£0.55	10.00%
Prints from Microforms A4	£1.00	£1.10	10.00%
Prints from Microforms A3	£1.50	£1.60	6.67%
Cost of prints made by staff A4	£1.50	£1.60	6.67%
Cost of prints made by staff A3	£2.00	£2.10	5.00%
Sale of duplicate microfiche (per fiche)	£2.50	£2.60	4.00%
Archive Certificates - Marriages *	£9.00 *	£9.00	0.00%
Archive Certificates - Baptisms *	£12.00 *	£12.00	0.00%
Photographs - 1 digital image emailed	£5.00	£5.15	3.00%
Photographs - saved to CD	£6.00	£6.20	3.33%
Reproduction Fee	£25.00	£30.00	20.00%
UK and World rights	£50.00	£55.00	10.00%
Moving images	By negotiation		
Membership card replacement	£1.20	£1.25	4.17%
Damaged Stock - hardback	£22.00 minimum or charged at full cost of repair/replacement	£22.00	0.00%
Damaged Stock - paperback	£12.00 minimum or charged at full cost of repair/replacement	£12.00	0.00%
Research Fee - 1/2 hour	£14.00	£15.00	7.14%
Research Fee - hour	£28.00	£30.00	7.14%
Premium Service (subject to staff availability, per hr)	£45.00	£50.00	11.11%
Photography by customers - daily fee	£6.00	£6.50	8.33%
Photography by customers - annual fee	£55.00	£60.00	9.09%
Photography by customers - half year fee	£30.00	£33.00	10.00%
Pay-per-view wills (per record)	£5.00	£5.00	0.00%

* = Fixed charges from Diocese

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LIBRARIES: SUMMARY OF FEES & CHARGES

Income Type	Charge that applied from 1 Jan 2012	Charge applied from 1 Jan 2013	% Increase
Membership card replacement (adult)	£1.20	£1.20	0.00%
Membership card replacement (child)	£0.60	£0.60	0.00%
Reservations (adult stock per item)	£0.80	£0.80	0.00%
Out of county charge per item (external reservation) for photocopies from serials +10 per sheet	£2.20	£2.20	0.00%
Out of county charge per item (external reservation) for books	£3.40	£3.70	8.82%
Renewal fee for BLDSC items only	£2.40	£2.40	0.00%
Damaged or lost stock	£2.10	£2.10	0.00%
Superficial damage (not applicable to children's board books)	£0.70	£0.70	0.00%
Overdue charge per day library is open (adult books/music)	£0.18	£0.19	5.56%
Overdue Children's books and children's audio books	£0.03	£0.03	0.00%
Adult audio books hire fee	£1.80	£1.90	5.56%
Adult audio books 12 months subscription	£50.00	£50.00	0.00%
Playstation2 & Wii games hire fee (per week)	£3.10	£3.20	3.23%
CDs hire fee per week	£1.80	£1.90	5.56%
Language courses hire fee	£2.80	£3.00	7.14%
DVDs hire fee per week	£1.80	£1.90	5.56%
DVD Gold and Blu-Ray hire fee per week	£3.00	£3.20	6.67%
Chamber music per set	£5.00	£5.00	0.00%
Orchestral sets	£30.00	£30.00	0.00%

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Income Type	Charge that applied from 1 Jan 2012	Charge applied from 1 Jan 2013	% Increase
Vocal sets per copy (larger works £1 per copy)	£1.00	£1.00	0.00%
Vocal sets per copy - 1 song or 1 anthem	£0.50	£0.50	0.00%
String sets and band sets per set	£15.00	£15.00	0.00%
Playset per set (full sets)	£7.50	£7.50	0.00%
One act plays and sketch sets	£3.75	£3.75	0.00%
Video/DVD/CD including sound effects (per week)	£1.80	£1.90	5.56%
Music score teaching packs per pack	£3.00	£3.00	0.00%
Music and play sets late return per set	£30.00	£30.00	0.00%
Single copies of music or play sets late return	£0.18	£0.20	11.11%
Hire of meeting rooms - concessionary charge non-profit organisations (per hour)	£6.00	£7.00	16.67%
Use of library space by other than non-profit organisations using IT facilities (per half day or less)	£39.50	£45.00	13.92%
Use of library ICT facilities by colleges etc (per half day or less)	£34.00	£35.00	2.94%
Standard charge where there is a requirement for caretaking or staff time (per hour)	£27.50	£30.00	9.09%
Exhibitions - Salisbury library main gallery (per week)	£102.00	£102.00	0.00%
Salisbury Young/Creasey Galleries (per week)	£75.00	£75.00	0.00%
Salisbury Portico gallery (per week)	£37.50	£37.50	0.00%
Salisbury workshops (per day)	£17.50	£17.50	0.00%
Other libraries - exhibitions in meeting rooms (per week)	£22.45	£22.45	0.00%
Other libraries - exhibitions elsewhere in building (per week)	£17.10	£17.10	0.00%
Exhibition previews	£32.00	£32.00	0.00%
Photocopies (per A4 copy)	£0.10	£0.10	0.00%
Photocopies (per A3 copy)	£0.10	£0.10	0.00%
Copies produced by staff and sent by mail or fax to remote customers 1-10 copies minimum charge (10p per copy thereafter)	£5.00	£5.00	0.00%
Screen prints from computer terminals - black and white (per copy)	£0.10	£0.10	0.00%
Screen prints from computer terminals - colour where facility available (per copy)	£0.55	£0.55	0.00%
Prints from Microforms per single copy A4	£1.30	£1.30	0.00%

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Income Type	Charge that applied from 1 Jan 2012	Charge applied from 1 Jan 2013	% Increase
Prints from Microforms per single copy A3	£1.90	£1.90	0.00%
Paper copy of scanned photographs - 1 image on A4 on photographic paper (each)	£5.25	£5.25	0.00%
Paper copy of scanned photographs - 1 image on A4 on photocopy paper (each)	£1.60	£1.60	0.00%
Reproduction fee for photograph from Wiltshire Libraries & Heritage archive (Wiltshire Historic Print and Photograph collection)	£25.00	£25.00	0.00%
Sending faxes per sheet (UK)	£1.10	£1.20	9.09%
Sending faxes per sheet (European)	£2.20	£2.30	4.55%
Sending faxes per sheet (rest of the world)	£3.30	£3.40	3.03%
Completing questionnaires (no relevance to Wiltshire Libraries & Heritage)	£55.00	£55.00	0.00%
Completing questionnaires if relevant	£30.00	£30.00	0.00%
Consultancy fees/parcel carryng on Wiltshire Library vans per parcel	£42.00	£42.00	0.00%
Research - first 30 minutes free subsequent research on same topic per 30 minutes	£30.00	£30.00	0.00%

Note

The fees and charges above include VAT at the standard rate where applicable.

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NON HRA HOUSING: SUMMARY OF FEES AND CHARGES

Income Type	2012-13 Financial Year	2013-14 Financial Year	% Increase
Rent per traveller pitch per week	£52.52	£53.89	2.61%
Service charge per week Thingley Site	£2.16	£2.22	2.78%
Service charge per week Fair Haven Site	£0.51	£0.52	1.96%
Service charge per week Lode Hill site	£1.16	£1.19	2.59%
Service charge per week Oak Tree Field site	£1.47	£1.51	2.72%
Service charge per week Dairy House site	£0.81	£0.83	2.47%
<u>Kingsbury Hostel</u>			
Flats and Crash Pads	£67.34	£69.09	2.60%
Bungalow	£91.63	£94.01	2.60%

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CHILDREN'S SERVICES: OXENWOOD OUTDOOR EDUCATION CENTRE

Description	Detail of Activity	2012/13 Financial Year	2013/14 Financial Year	% Increase
Residential	2 days, 1 night	£52.00	£56.00	7.69%
Residential	3 days, 2 nights	£84.00	£90.00	7.14%
Residential	4 days, 3 nights	£120.00	£130.00	8.33%
Residential	5 days, 4 nights	£145.00	£160.00	10.34%
	mini bus	£35.00	£35.00	0.00%
	fuel	£10.00	£10.00	0.00%
Carried Over Charges	per night charge	£49.00	£49.00	0.00%
Carried Over Charges	child food	£8.20	£8.20	0.00%
Carried Over Charges	adult food	£11.00	£11.00	0.00%
Carried Over Charges	adventurous activities	£8.00	£8.00	0.00%
Day Visits	full day	£21.00	£25.00	19.05%
Day Visits	half day	£11.00	£12.00	9.09%
Day Visits	Canoeing	£12.00	£12.00	0.00%
	Theme Days	£20.00	£25.00	25.00%
	Teacher training days	£80.00	£90.00	12.50%
	First Aid training	£150.00	£150.00	0.00%
Non Supported	per night	£300.00	£310.00	3.33%
Non Supported	Camping	£6.00	£10.00	66.67%
Equipment Hire	Climbing wall		£235.00	N/A
Equipment Hire	Archery	£30.00	£35.00	16.67%
Equipment Hire	Canoeing	£100.00	£150.00	50.00%
	fencing	£4.00	£4.00	0.00%
	Mountain Bike		£12.00	N/A
	Cycle trailer		£50.00	N/A
	Air rifles	£4.00	£4.00	0.00%
	Private birthday parties(3-4hrs activities)		£200.00	N/A

Note Regarding VAT

Wiltshire Council please note the following:-

Service Provided	Category of VAT
Accommodation & Educational service combined	Exempt
Educational Activities only	Exempt
Residential Accommodation only	Standard Rated
Room Hire only	Exempt

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CHILDREN'S SERVICES: BRAESIDE EDUCATION AND CONFERENCE CENTRE

Description	2012-13 Financial Year	2013-14 Financial Year	% Increase - Decrease
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Residential courses, School Terms, Wiltshire Schools

Cost per pupil 2 days, 1 night	£70.00	£73.00	4.29%
Cost per pupil 3 days, 2 nights	£105.00	£110.00	4.76%
Cost per pupil 4 days, 3 nights	£145.00	£150.00	3.45%
Cost per pupil 5 days, 4 nights	£187.00	£195.00	4.28%

Residential courses, School Terms, Academies

Cost per pupil 2 days, 1 night	£72.10	£75.00	4.02%
Cost per pupil 3 days, 2 nights	£108.15	£113.00	4.48%
Cost per pupil 4 days, 3 nights	£149.35	£154.00	3.11%
Cost per pupil 5 days, 4 nights	£192.61	£200.00	3.84%

Residential courses, Holidays / Non teaching weekends

2 days, 1 night	£64.00	£67.00	4.69%
3 days, 2 nights	£100.00	£105.00	5.00%
4 days, 3 nights	£139.00	£145.00	4.32%
5 days, 4 nights	£182.00	£190.00	4.40%

One day programme - Wiltshire Council School	£16.00	£16.00	0.00%
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One day programme - Academy	£20.00	£18.00	-10.00%
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Conferences & Meetings

Delegate Rates, for Wiltshire Council in house

Full Day with hot buffet lunch	£30.50	£31.00	1.64%
Full Day with sandwich lunch	£26.00	£27.00	3.85%
Half Day with buffet lunch	£21.00	£22.00	4.76%
Half Day with sandwich lunch	£17.00	£18.00	5.88%

Delegate Rates, for Out of County Attendees

Full Day with hot buffet lunch	£31.50	£35.00	11.11%
Full Day with sandwich lunch	£27.00	£32.00	18.52%
Half Day with buffet lunch	£23.00	£25.00	8.70%
Half Day with sandwich lunch	£18.00	£20.00	11.11%

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Conference Space Only

Description	2012-13 Financial Year	2013-14 Financial Year	% Increase - Decrease
Lecture Room - Full Day	£236.00	£240.00	1.69%
Lecture Room - Half Day	£115.00	£120.00	4.35%
Lecture Room - Two Hours	£84.00	£88.00	4.76%
Library - Full Day	£190.00	£195.00	2.63%
Library - Half Day	£94.00	£96.00	2.13%
Library - Two Hours	£47.00	£49.00	4.26%
Shackleton - Full Day	£145.00	£149.00	2.76%
Shackleton - Half Day	£72.00	£74.00	2.78%
Shackleton - Two Hours	£37.00	£39.00	5.41%
Dining Room - Full Day	£186.00	£200.00	7.53%
Dining Room - Half Day	£94.00	£100.00	6.38%
Dining Room - Two Hours	£47.00	£50.00	6.38%
Stables - Full Day	£127.00	£130.00	2.36%
Stables - Half Day	£63.00	£65.00	3.17%
Stables - Two Hours	£31.00	£35.00	12.90%
Lounge - Full Day	£74.00	£76.00	2.70%
Lounge - Half Day	£37.00	£39.00	5.41%
Lounge - Two Hours	£19.00	£21.00	10.53%