

DEVELOPMENT CONTROL COMMITTEE

1	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	DATE OF LAST CHANGE	2022-23	2023-24	%age	£ increase	Externally Set	Explanation regarding the recommended level of charge
						£	£	increase			
	BUILDING CONTROL & PLANNING - COMMON CHARGES										
	1.1 PLANNING AND BUILDING CONTROL FEES										
	(a) Statutory Charge set by Central Government and Local Authorities									X	
	1.2 BUILDING AND PLANNING RECORDS SEARCH										
	(a) Domestic development	N	40001 9356	Per Hour	01-Apr-21	42.48	50.00	17.69%	7.52		Charge raised to a £50 minimum charge.
	(b) Commercial enquiries	N	40001 9356	Per Hour	01-Apr-21	84.44	85.00	0.66%	0.56		Charge raised based on benchmarks
	1.3 COPY OF PLANS, DOCUMENTS & DECISIONS**										
	If the total charge (at the rates below) does not exceed £3.00 then no charge will made to provide the requested copies.										
	(a) A4 size (black and white) per sheet*	N	40001 9206	Each	01-Apr-13	0.10	0.10	0.00%	0.00		
	(b) A4 size (colour) per sheet*	N	40001 9206	Each	01-Apr-13	1.00	1.00	0.00%	0.00		
	(c) A3 size (black and white) per sheet*	N	40001 9206	Each	01-Apr-13	0.15	0.15	0.00%	0.00		
	(d) A3 size (colour) per sheet*	N	40001 9206	Each	01-Apr-13	2.00	2.00	0.00%	0.00		
	(e) A2 size per sheet	N	40001 9206	Each	01-Apr-17	8.50	8.50	0.00%	0.00		
	(f) A1 per sheet	N	40001 9206	Each	01-Apr-17	8.50	8.50	0.00%	0.00		
	(g) A0 per sheet	N	40001 9206	Each	01-Apr-17	8.50	8.50	0.00%	0.00		
	1.4 PRE APPLICATION CHARGES										
	TPO or Conservation Area Enquiry (i.e. is my property is a Conservation Area or do I have trees subject to a Tree Preservation Order)		40001 9395	Each			20.00				New charge. Previously a free service. Information available for free online, but if Officer response wanted a fee is now charged.
	Written Householder Advice – small scale extensions to one house or a single flat; small scale development within the curtilage of the property.		40001 9395	Each			115.00				Replaced previous Householder Proposal Enquiry charges.
	Written Householder Advice (with heritage / arboricultural issues) – small scale extensions to one house or a single flat; small scale development within the curtilage of the property.		40001 9395	Each			165.00				New charge to take account of additional expense of heritage and arboricultural officer advice.
	Small scale development advice (commercial) - Small scale extensions / alterations (including advertisements) to commercial or similar premises, below 100 m2.		40001 9395	Each			185.00				New charge. Replaces previous charge relating to Change of Use / No additional floor space / telecoms / advertisements etc.
	Small to Medium scale development advice (commercial) - small to medium scale extensions / alterations (including advertisements) to commercial or similar premises, between 100 and 500 m2.		40001 9395	Each			290.00				New charge. Replaces previous charge relating to Additional floor space up to 500 square metres.
	Medium scale development advice (commercial) - medium scale extensions / alterations (including advertisements) to commercial or similar premises, between 500 and 999 m2.		40001 9395	Each			810.00				New charge. Replaces previous charge relating to Between 500 and 999 additional square metres.
	Larger scale development advice (commercial) - larger scale extensions / alterations (including advertisements) to commercial or similar premises, over 1,000 m2.		40001 9356	Each			1,625.00				New charge. Replaces previous charge relating to Over 1000 additional square metres.
	(a) New Residential Unit Enquiries (including if permission is required)										
	1-3 new dwellings	I	40001 9395	Per Enquiry	01-Apr-21	314.70	350.00	11.22%	35.30		Increased by circa 10 per cent from 2022-23 charge
	4-9 new dwellings	I	40001 9395	Per Enquiry	01-Apr-21	734.30	810.00	10.31%	75.70		Increased by circa 10 per cent from 2022-23 charge
	10-49 new dwellings	I	40001 9395	Per Enquiry	01-Apr-21	1573.50	1,740.00	10.58%	166.50		Increased by circa 10 per cent from 2022-23 charge
	50-199 new dwellings	I	40001 9395	Per Enquiry	01-Apr-21	2622.50	2,895.00	10.39%	272.50		Increased by circa 10 per cent from 2022-23 charge
	200-399 new dwellings		40001 9395	Per Enquiry							New charge
	400 or more new dwellings		40001 9395	Per Enquiry							New charge
	Site visit / applicant meeting (additional fee) relating to any pre-application enquiry.		40001 9395	Per Enquiry			200.00				New charge
	Site visit / applicant meeting (additional fee) relating to any pre-application enquiry with heritage or arboricultural issues.		40001 9395	Per Enquiry			300.00				New charge
	1.5 HIGH HEDGE COMPLAINTS										
	Complaints via verbal or electronic means	N	40001 9369	Per Enquiry	01-Apr-21	520.30	520.30	0.00%	0.00		
	Those on means tested benefits and war pensions will receive 33% discount	N	40001 9369	Per Enquiry	01-Apr-21	347.22	347.22	0.00%	0.00		

1.6 WEEKLY LIST OF ALL PLANNING APPLICATIONS	N	40001 9354	Per Year	01-Apr-21	147.91	147.91	0.00%	0.00		
1.7 OADBY AND WIGSTON LOCAL PLAN										
New Local Plan DPD (non resident or local group)	N	40101 9206	Each	01-Apr-18	45.00	45.00	0.00%	0.00		
New Local Plan DPD (resident or local group)	N	40101 9206	Each	01-Apr-18	20.00	20.00	0.00%	0.00		
1.8 OTHER DOCUMENTS										
(a) Annual Monitoring Documents (Published Annually) **	N	40101 9206	Each	01-Apr-17	20.00	20.00	0.00%	0.00		
(b) Supplementary Planning Document / Statements of Consultation **	N	40101 9206	Each	01-Apr-17	20.00	20.00	0.00%	0.00		
(c) Employment Land Availability Study (Published Annually) **	N	40101 9206	Each	01-Apr-17	20.00	20.00	0.00%	0.00		
(d) Landscape Character Assessment	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(e) Oadby & Wigston Green Wedge Management Strategy	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(f) Oadby & Wigston Phase 1 Habitat Survey & Biodiversity Audit (Available on CD only)	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(g) Oadby and Wigston Employment Land and Premises Study**	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(h) Statement of Community Involvement **	N	40101 9206	Each	01-Apr-17	15.00	15.00	0.00%	0.00		
(i) Annual Monitoring Report **	N	40101 9206	Each	01-Apr-17	20.00	20.00	0.00%	0.00		
(j) Nature Conservation Strategy	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(k) Local Development Scheme**	N	40101 9206	Each	01-Apr-17	10.00	10.00	0.00%	0.00		
(l) Strategic Housing Land Availability Assessment/HEDNA **	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(m) Retail Study**	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(n) Faith Community Study & Places of Worship Needs Assessment**	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(o) Play & Recreational Facilities Study	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(p) Affordable Housing Viability Assessment	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(q) Whole Plan Viability Assessment	N	40101 9206	Each	01-Apr-18	35.00	35.00	0.00%	0.00		
(r) Assessment of Highways and Transportation Implications	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(s) Employment Sites & Brownfield Land Study	N	40101 9206	Each	01-Apr-17	35.00	35.00	0.00%	0.00		
(t) Adopted Policies Map	N	40101 9206	Each	01-Apr-17	20.00	20.00	0.00%	0.00		
** Documents are available on the Councils Website free of charge										
www.oadby-wigston.gov.uk										

BUILDING CONTROL

Oadby and Wigston Borough Council part of the Leicestershire Building Control Partnership. Please see the following link for fees charged by the Partnership: <https://www.lbcp.co.uk/online-services/fees-and-charges/>

1.9 ADVERTISING ON THE DIGITAL DISPLAY SCREENS

(a) Community Groups/Charity	I	41001 9053	Per Week/Slot	01-Apr-16	0.00	0.00	0.00%	0.00
(b) Business Within the Borough	I	41001 9053	Per Week/Slot	01-Apr-19	15.00	15.00	0.00%	0.00
i) Introductory Offer of 4 weeks at Half Price	I	41001 9053	Per Week/Slot	01-Apr-19	7.50	7.50	0.00%	0.00
(c) Business Outside the Borough	I	41001 9053	Per Week/Slot	01-Apr-19	30.00	30.00	0.00%	0.00
i) Introductory Offer of 4 weeks at Half Price	I	41001 9053	Per Week/Slot	01-Apr-19	15.00	15.00	0.00%	0.00

NB: A Slot will show an Advert for one minute in every ten minutes
Total Advertising Time of 9 hours 6 minutes a week (8am-9pm 7days a week)
5% discount for 3 - 6 months
10% discount for 6 - 12 months
20% discount for 12 months

VAT Key

- I Inclusive of VAT
- E Exempt from VAT
- N Non Business Activity
- Z Zero-rated VAT

POLICY FINANCE AND DEVELOPMENT COMMITTEE

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2022-23 £	2023-24	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
2	LICENCES									
	2.1 HACKNEY CARRIAGE AND PRIVATE HIRE CARS									
(a)	Driver's Licence - Private Hire and Hackney Carriage* one Year - renewal only	n	42001 9333	Each	n/a	180	n/a	n/a		
	two Year - renewal only	N	42001 9333	Each	n/a	280	n/a	n/a		
i)	Three Year application and renewal	N	42001 9333	Each	280	350	25%	70		In line with benchmarks
(b)	Competence Test	N	42001 9389	Each	50	55	10%	5		
(c)	Drivers Badge - Replacement	N	42001 9333	Each	30	35	17%	5		
(d)	Private Hire Operator's Licence									
i)	Five Year 1-5 Vehicles	n	42001 9331	each	1012	1050	4%	38		Increase in line with cost increases
i)	Five Year 6-10 Vehicles	N	42001 9331	Each	1500	1550	3%	50		
	Five Year 11 + vehicles	n	42001 9331	each	2000	2060	3%	60		
ii)	Operators Licence Competency Test*	N	42001 9389	Each	50	55	10%	5		Increase in line with cost increases
e	Private Hire Vehicle Licence	n	42001 9389	each	315	350	11%	35		
(e)	Private Hire Vehicle Licence renewal	N	42001 9332	Each		350		350		in line with new application - same amount of work involved
(f)	Hackney Carriage Vehicle Licence	N	42001 9335	Each	315	350	11%	35		in line with Private hire vehicles same work involved.
	Hackney Carriage Vehicle Licence renewal	N	42001 9335	Eaach		350		350		
	Rear Bracket for Hackney and Private hire vehicle	N	42001 9332			25		25		
(g)	Replacement of Vehicle Licence Plate	N	42001 9332	Each	35	36	3%	1		Increase in line with cost increases
(h)	Transfer of Vehicle Licence to Another Licensee	N	42001 9332	Each	60	62	3%	2		
(i)				Each	n/a					
(j)	Certificate of Compliance	N	42001 9201	Each	20	25	25%	5		In line with benchmarks
(k)	Replacement of Vehicle Licence (paper)	N	42001 9332	Each	20	25	25%	5		Vehicles - All new vehicles are to include a bracket/doccy dash/ safety stickers
(l)	Replacement docu-dash	N	42001 9201	Each	8	10	25%	2		Vehicles - All renewal vehicles are to include safety stickers
(m)	Replacement Front Windscreen pouch	N	42001 9332	Each	8	10	25%	2		Rear brackets will be available to buy at £ 20.00 each
*	Excludes DBS fee £54.00 payable on application and £8.00 DVLA mandate fee									
(n)	HPI checks (new applicants)	N	42001 9383	Each	20	22	10%	2		
(o)	Vehicle checks for 6 month inspections paid to external MOT stations	N	42001 9384	Each	n/a					
(p)	Child Sexual Exploitation (CSE) Training (for new applicants & renewals)now paid to external company by applicant	N	42001 9385	Each	n/a					
	2.2 LICENCE FEES									
(a)	Animal Boarding Establishment (new) application Fee plus vet fees	n	42002 9323	Each	155	320	106%	165		Since 2018 all Animals Fees are set by LA's. In line with benchmarks
	Animal Boarding Establishment (new) grant of licence	N	42002 9323	Each	125	150	20%	25		Animal Welfare licences - New applicants have to pay for the vets fees on top.
(b)	Animal Boarding Establishment (renewal) Fee	N	42002 9323	Each	155	280	81%	125		
	Animal Boarding Establishment renewal grant of licence	N	42202 9323		125	150	20%	25		
i)	One Year (Up to 6 animals) see matrix	N	42002 9396	Each	280					
ii)	Two Year (Up to 6 animals) see matrix	N	42002 9397	Each						
iii)	Three Year (Up to 6 animals) see matrix	N	42002 9398	Each						
iv)	One Year (7 or more animals) see matrix	N	42002 9396	Each	300					
v)	Two Year (7 or more animals) see matrix	N	42002 9397	Each						
vi)	Three Year (7 or more animals) see matrix	N	42002 9398	Each						
(c)	Breeding of Dogs (new) application 1 breeding bitch plus vet fees	N	42002 9326	Each	155	320	106%	165		In line with benchmarks
	Breeding of Dogs 1 breeding bitch grant of licence	N	42002 9326	Each	130	150	15%	20		
(d)	Breeding of Dogs (renewal) 1 breeding bitch application	N	42002 9326	Each	155	250	61%	95		
	Breeding of Dogs (renewal) 1 breeding bitch grant of licence	N	42002 9326		130	150	15%	20		
	Breeding of Dogs 2 -3 breeding bitches application fee / renewal fee same as new	N	42002 9326		155	350	126%	195		
	Breeding of Dogs 2 -3 breeding bitches grant of licence	N	42002 9326		185	150	-19%	-35		
	Breeding of Dogs 4-5 breeding bitches application fee/renewal	N	42002 9326		155	450	190%	295		
	Breeding of Dogs 4-5 breeding bitches grant of licence	N	42002 9326		238	150	-37%	-88		
	Breeding of Dogs 6 + breeding bitches application	N	42002 9326		155	500	223%	345		
	Breeding of Dogs 6 + breeding bitches grant of licence	n	42002 9326		345	150	-57%	-195		
i)	One Year see matrix	N	42002 9396	Each						

ii)	Two Year see matrix	N	42002 9397	Each						
iii)	Three Year see matrix	N	42002 9398	Each						
(e)	Dangerous Wild Animals (new) Application fee plus Vet Fees	N	42002 9334	Each	200	250	25%	50		In line with benchmarks
	Dangerous Wild Animals grant of licence	N	42002 9334		130	150	15%	20		
	Dangerous Wild Animal grant of licence	N	42002 9334		130	150	15%	20		
(f)	Dangerous Wild Animals (renewal) application+ Vet Fees	N	42002 9334	Each	200	250	25%	50		
(g)	Hiring out horses (new) application fee 1-5 horses + Vet fees renewal fee the same	N	42002 9325	Each	155	440	184%	285		
(h)	Hiring out horses grant of licence for 1 -5 horses	N	42002 9325	Each	285	290	2%	5		
	Hiring out horses (new) application fee 6-10 horses + Vet fees renewal fee the same	N	42002 9325		155	500	223%	345		
	Hiring out horses (new) Grant of licence 6-10 horses	N	42002 9325		338	340	1%	2		
i)	Hiring of horses (new application fee of 11-20 horses	N	42002 9325		155	560	261%	405		
	Hiring out horses (new) Grant of licence 11-20 horses	N	42002 9325		392	395	1%	3		
ii)	Two Year	N	42002 9397	Each						
iii)	Three Year	N	42002 9398	Each						
(i)	Selling animals as pets (new) 1 speices application fee	N	42002 9327	Each	155	180	16%	25		In line with benchmarks
(j)	Selling animals as pets grant of licence 1 speices	N	42002 9327	Each	130	150	15%	20		
	Selling animals as pets (renewal) application fee	N	42002 9327		155	180	16%	25		
	Selling animals as pets renewal grant of licence	N	42002 9327		130	150	15%	20		
	Selling animals as pets (new) 2 + speices application fee	N	42002 9327		155	180	16%	25		
	Selling animals as pets (new) 2 + speices grant of licence	N	42002 9327		290	300	3%	10		
	Selling animals as pets (renewal) 2 + speices application fee	N	42002 9327		155	180	16%	25		
	Selling animals as pets (renewal) 2 + speices grant of licence	N	42002 9327		290	300	3%	10		
i)	One Year see matrix	N	42002 9396	Each						
ii)	Two Year see matrix	N	42002 9397	Each						
iii)	Three Year see matrix	N	42002 9398	Each						
(k)	Exhibiting animals (new) application fee 3 year only plus vet fees	N	42002 9386	Each	155	180	16%	25		In line with benchmarks
	Exhibiting animals (new) grant of licence	N	42002 9386		120	150	25%	30		
	Exhibiting animals (renewal) application fee 3 year only	N	42002 9386		155	180	16%	25		
(l)	Exhibiting animals (renewal) grant of licence	N	42002 9386	Each	120	150	25%	30		
i)		N	42002 9398	Each						
(m)	Variation of licence (no visit)	N	42002 9388	Each	80	120	50%	40		
(n)	Variation of licence (visit)	N	42002 9388	Each	120	150	25%	30		
(o)	Re-evaluation of rating	N	42002 9388	Each	150	200	33%	50		
(p)	Additional activity Fee (50% of fee)	N	42002 9387	Each	77.5	80	3%	2.5		
i)	One Year	N	42002 9396	Each	50	55	10%	5		
ii)	Two Year	N	42002 9397	Each	66	75	14%	9		
iii)	Three Year	N	42002 9398	Each	82	90	10%	8		
NB	For licences (a) - (j), vets fees incurred by the Council will be charged to the applicant. POA = Price on Application.			Each						
(q)	Acupuncture, Tattooing, Ear piercing, Electrolysis - Registration of									
i)	Premises	N	42002 9329	Each	150	200	33%	50		In line with benchmarks
ii)	Person	N	42002 9329	Each	115	120	4%	5		
iii)	Person and premises combined	N	42002 9329	Each	225	350	56%	125		
(r)	Hairdresser - Registration of Premises and Persons									
i)	Premises	N	42002 9336	Each	150	200	33%	50		
ii)	Person	N	42002 9336	Each	115	120	4%	5		
iii)	Person and premises combined	N	42002 9336	Each	225	350	56%	125		
(s)	Scrap Metal Dealers Act 2013									
i)	Site Licence	N	42002 9337	Each	400	500	25%	100		
ii)	Renewal of Site Licence	N	42002 9337	Each	400	500	25%	100		
iii)	Collectors Licence	N	42002 9337	Each	350	400	14%	50		
iv)	Collectors Renewal of Licence	N	42002 9337	Each	350	400	14%	50		
v)	Variation to Licence (inc change of site manager)	N	42002 9337	Each	90	110	22%	20		
vi)	Change of Circumstance	N	42002 9337	Each	50	60	20%	10		
(t)	Street Trading (fixed) per outlet									
i)	1 day a week	N	42002 9440	Each	105	150	43%	45		
ii)	1 month licence	N	42002 9440	Each	125	200	60%	75		
iii)	3 month licence	N	42002 9440	Each	273	300	10%	27		
iv)	6 month licence	N	42002 9440	Each	545	580	6%	35		
v)	12 month licence	N	42002 9440	Each	740	770	4%	30		
vi)	Transfer of Consent (fixed or mobile)	N	42002 9440	Each	100	100	0%	0		
(u)	Street Trading (mobile) per outlet									
i)	1 day a week	N	42002 9440	Each	105	150	43%	45		
ii)	1 month licence	N	42002 9440	Each	125	200	60%	75		

iii)	3 month licence	N	42002 9440	Each	273	300	10%	27	
iv)	6 month licence	N	42002 9440	Each	545	580	6%	35	
v)	12 month licence	N	42002 9440	Each	740	770	4%	30	
vi)	One off Event Licence	N	42002 9440	Each	105	125	19%	20	
(v)	Sex Establishments	N	42002 9323	Each	3200	4000	25%	800	
2.3 LICENSING ACT 2003									
(a)	Personal Licence								
(b)	Grant or Renewal of a Personal Licence (valid for 10 years)	N	42003 9371	Each	37	37	0%	0	x
	Premises Licences / Club Premises Certificates								
	Annual Fees Rateable Value Bands :-								x
	A (no rateable value to £4,300)	N	42003 9364	Each	70	70	0%	0	x
	B (£4,301 to £33,000)	N	42003 9364	Each	180	180	0%	0	x
	C (£33001 to £87,000)	N	42003 9364	Each	295	295	0%	0	x
	D (£87,001 to £125,000)	N	42003 9364	Each	320	320	0%	0	x
	E (£125,001 and above)	N	42003 9364	Each	350	350	0%	0	x
	A multiplier is applied to premises in band D and E where they are exclusively or primarily in the business of selling alcohol								
	D (x2)	N	42003 9364	Each	640	640	0%	0	x
	E (x3)	N	42003 9364	Each	1050	1050	0%	0	x
(c)	New or Variation of Premises Licences / Club Premises Certificates								
	Application fees Rateable Value Bands :-								
	A (no rateable value to £4,300)	N	42003 9364	Each	100	100	0%	0	x
	B (£4,301 to £33,000)	N	42003 9364	Each	190	190	0%	0	x
	C (£33001 to £87,000)	N	42003 9364	Each	315	315	0%	0	x
	D (£87,001 to £125,000)	N	42003 9364	Each	450	450	0%	0	x
	E (£125,001 and above)	N	42003 9364	Each	635	635	0%	0	x
	A multiplier is applied to premises in band D and E where they are exclusively or primarily in the business of selling alcohol								
	D (x2)	N	42003 9364	Each	900	900	0%	0	x
	E (x3)	N	42003 9364	Each	1905	1905	0%	0	x
	Minor Variation of Premises Licences	N	42003 9393	Each	89	89	0%	0	x
(d)	Application / Notice								
i)	Temporary Event notice	N	42003 9372	Each	21	21	0%	0	x
ii)	Theft, loss, etc of premises licence or summary	N	42003 9373	Each	10.5	10.5	0%	0	x
iii)	Application for a provisional statement where premises being built etc	N	42003 9374	Each	315	315	0%	0	x
iv)	Notification of change of name or address	N	42003 9375	Each	10.5	10.5	0%	0	x
v)	Application to vary licence to specify individual as premises supervisor	N	42003 9376	Each	23	23	0%	0	x
vi)	Application for transfer of premises licence	N	42003 9377	Each	23	23	0%	0	x
vii)	Interim authority notice following death etc of licence holder	N	42003 9378	Each	23	23	0%	0	x
viii)	Theft, loss, etc of certificate or summary	N	42003 9379	Each	10.5	10.5	0%	0	x

All charges are set by central government, assumed no increase in line with Licensing Act 2003.

ix)	Notification of change of name or alteration of rules of club	N	42003 9380	Each	10.5	10.5	0%	0	x
x)	Change of relevant registered address of club	N	42003 9375	Each	10.5	10.5	0%	0	x
xi)	Theft, loss, etc of temporary event notice	N	42003 9379	Each	10.5	10.5	0%	0	x
xii)	Theft, loss, etc of personal licence	N	42003 9379	Each	10.5	10.5	0%	0	x
xiii)	Notification of change of name or address of premises licence holder	N	42003 9375	Each	10.5	10.5	0%	0	x
xiv)	Right to freeholder etc to be notified of licensing matters	N	49901 9356	Each	21	21	0%	0	x
2.4 GAMBLING ACT 2005									
(a)	Small Society Lotteries								
i)	Initial Application Fee	N	42004 9420	Each	40	40	0%	0	x
ii)	Renewal Fee	N	42004 9420	Each	20	20	0%	0	x
(b)	Bingo Premises								
i)	Premises Licence	N	42004 9410	Each	1200	1200	0%	0	x
ii)	Annual Fee	N	42004 9412	Each	554	554	0%	0	x
iii)	Variation of Licence	N	42004 9410	Each	1317	1317	0%	0	x
iv)	Change of Circumstances	N	42004 9410	Each	50	50	0%	0	x
v)	Transfer of Licence	N	42004 9410	Each	554	554	0%	0	x
vi)	Re-instatement Fee	N	42004 9410	Each	554	554	0%	0	x
vii)	Provisional Statement	N	42004 9410	Each	1317	1317	0%	0	x
viii)	Copy of Licence	N	42004 9411	Each	25	25	0%	0	x
(c)	Betting Premises (Track)								
i)	Premises Licence	N	42004 9404	Each	1200	1200	0%	0	x
ii)	Annual Fee	N	42004 9406	Each	554	554	0%	0	x
iii)	Variation of Licence	N	42004 9404	Each	1250	1250	0%	0	x
iv)	Change of Circumstances	N	42004 9404	Each	50	50	0%	0	x
v)	Transfer of Licence	N	42004 9404	Each	554	554	0%	0	x
vi)	Re-instatement Fee	N	42004 9404	Each	554	554	0%	0	x
vii)	Provisional Statement	N	42004 9404	Each	1317	1317	0%	0	x
viii)	Copy of Licence	N	42004 9405	Each	25	25	0%	0	x
(d)	Family Entertainment Centres								
i)	Premises Licence	N	42004 9323	Each	1000	1000	0%	0	x
ii)	Annual Fee	N	42004 9323	Each	554	554	0%	0	x
iii)	Variation of Licence	N	42004 9323	Each	1250	1250	0%	0	x
iv)	Change of Circumstances	N	42004 9323	Each	50	50	0%	0	x
v)	Transfer of Licence	N	42004 9323	Each	554	554	0%	0	x
vi)	Re-instatement Fee	N	42004 9323	Each	554	554	0%	0	x
vii)	Provisional Statement	N	42004 9323	Each	1317	1317	0%	0	x
viii)	Copy of Licence	N	42004 9323	Each	25	25	0%	0	x
(e)	Adult Gaming Centre								
i)	Premises Licence	N	42004 9414	Each	1200	1200	0%	0	x
ii)	Annual Fee	N	42004 9416	Each	554	554	0%	0	x
iii)	Variation of Licence	N	42004 9414	Each	1000	1000	0%	0	x
iv)	Change of Circumstances	N	42004 9414	Each	50	50	0%	0	x
v)	Transfer of Licence	N	42004 9414	Each	554	554	0%	0	x
vi)	Re-instatement Fee	N	42004 9435	Each	554	554	0%	0	x
vii)	Provisional Statement	N	42004 9436	Each	1317	1317	0%	0	x
viii)	Copy of Licence	N	42004 9434	Each	25	25	0%	0	x
(f)	Betting Premises (Other)								
i)	Temporary Use Notice	N	42004 9323	Each	500	500	0%	0	x
ii)	Replacement of Temporary Use Notice	N	42004 9323	Each	25	25	0%	0	x
iii)	Premises Licence	N	42004 9400	Each	1317	1317	0%	0	x
iv)	Annual Fee	N	42004 9402	Each	554	554	0%	0	x
v)	Variation of Licence	N	42004 9400	Each	1317	1317	0%	0	x
vi)	Change of Circumstances	N	42004 9400	Each	50	50	0%	0	x
vii)	Transfer of Licence	N	42004 9400	Each	554	554	0%	0	x
viii)	Re-instatement Fee	N	42004 9323	Each	554	554	0%	0	x
ix)	Provisional Statement	N	42004 9323	Each	1317	1317	0%	0	x
x)	Copy of Licence	N	42004 9401	Each	25	25	0%	0	x
(g)	Club Gaming Machine Permits								
i)	Grant of Permit	N	42004 9422	Each	200	200	0%	0	x
ii)	Grant of Permit (Club Premises Certificate holder)	N	42004 9422	Each	100	100	0%	0	x
iii)	Variation of Permit	N	42004 9422	Each	100	100	0%	0	x
iv)	Renewal of Permit	N	42004 9422	Each	200	200	0%	0	x

All charges are set by central government, assumed no increase in line with Gambling Act 2005.

v)	Renewal of Permit (Club Premises Certificate holder)	N	42004 9422	Each	100	100	0%	0	x	
vi)	Annual Fee	N	42004 9432	Each	50	50	0%	0	x	
vii)	Copy of Permit	N	42004 9422	Each	15	15	0%	0	x	
(h)	Club Gaming Permits									
i)	Grant of Permit	N	42004 9421	Each	200	200	0%	0	x	
ii)	Grant of Permit (Club Premises Certificate holder)	N	42001 9421	Each	100	100	0%	0	x	
iii)	Variation of Permit	N	42004 9421	Each	100	100	0%	0	x	
iv)	Renewal of Permit	N	42001 9421	Each	200	200	0%	0	x	
v)	Renewal of Permit (Club Premises Certificate holder)	N	42004 9421	Each	100	100	0%	0	x	
vi)	Annual Fee	N	42004 9431	Each	50	50	0%	0	x	
vii)	Copy of Permit	N	42004 9421	Each	15	15	0%	0	x	
(i)	Family Entertainment Centre Permits									
i)	Grant of Permit	N	42004 9323	Each	300	300	0%	0	x	
	Existing Operator Permit	N	42004 9424	Each	100	100	0%	0	x	
ii)	Renewal of Permit	N	42004 9323	Each	300	300	0%	0	x	
iii)	Change of Name on Permit	N	42004 9323	Each	25	25	0%	0	x	
iv)	Copy of Permit	N	42004 9323	Each	15	15	0%	0	x	
(j)	Prize Gaming Permits									
i)	Grant of Permit	N	42004 9424	Each	300	300	0%	0	x	
	Existing Operator Permit	N	42004 9424	Each	100	100	0%	0	x	
ii)	Renewal of Permit	N	42004 9424	Each	300	300	0%	0	x	
iii)	Change of Name on Permit	N	42004 9424	Each	25	25	0%	0	x	
iv)	Copy of Permit	N	42004 9424	Each	15	15	0%	0	x	
(k)	Licensed Premises Gaming Machine Permits									
i)	Grant of Permit	N	42004 9423	Each	150	150	0%	0	x	
ii)	Variation of Permit	N	42004 9423	Each	100	100	0%	0	x	
	First and Annual Fee	N	42004 9423	Each	50	50	0%	0	x	
iii)	Change of Name on Permit	N	42004 9423	Each	25	25	0%	0	x	
iv)	Copy of Permit	N	42004 9423	Each	15	15	0%	0	x	
v)	Transfer of Permit	N	42004 9423	Each	25	25	0%	0	x	
vi)	Automatic Entitlement Notification	N	42004 9423	Each	50	50	0%	0	x	

VAT Key

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SERVICE DELIVERY COMMITTEE

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2022-23 £	2023-24 £	2023-24 Expected Volume	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
3	ENVIRONMENTAL HEALTH										Proposed changes based on benchmarked position.
3.1	ENVIRONMENT & SAFETY INFORMATION ACT 1988 Copies of entries in register	I	14001 9356	Each	14.00	14.00	0.00	0.00%	0.00		
3.2	FOOD SAFETY ACT Copies of Register of Food Business	I	14001 9356	Each	597.00	630.00	0.00	5.53%	33.00		
3.3	ENVIRONMENTAL PROTECTION ACT Copies of Register of Authorisations	I	14001 9356	Each	68.00	68.00	0.00	0.00%	0.00		
3.4	DOG CONTROL										
(a)	Stray dogs - Statutory Charge	N	14007 9200	Each	25.00	25.00		0.00%	0.00	X	
(b)	Collect and Return to Owner (If Known)	N	14007 9200	Each	87.50	87.50		0.00%	0.00	x	
(c)	Collect and Take to Kennels	N	14007 9200	Each	87.50	87.50		0.00%	0.00	x	
(d)	Collect and Return if Dog Strays More Than Once (in a 6 month period)	N	14007 9200	Each	129.00	129.00		0.00%	0.00	x	
(e)	Kennelling Fee	N	14007 9200	Per Day	14.50	14.50		0.00%	0.00	x	
(f)	Emergency Vets Fee (plus 10% Admin Fee)	N	14007 9200	Visit	Actual	Actual					
3.5	FOOD EXPORT CERTIFICATE	N	14001 9200	Each	137.42	137.42	4.00	0.00%	0.00		
3.6	RE-INSPECTION FEE FOR THE FHRS INSPECTION (FOOD HYGIENE RATING SCHEME)	N	14001 9200	Each	158.40	170.00	4.00	7.32%	11.60		
3.7	PRIVATE SECTOR HOUSING										
(a)	Accommodation Certificates	N	14001 9360	Each	170.00	170.00	5.00	0.00%	0.00		
(b)	Change of Details on Certificate	N	14001 9360	Each	28.32	28.32	1.00	-0.01%	0.00		
(c)	Mandatory Five year Licensing of Houses in Multiple Occupation (HMO)	N	14001 9392	Each	690.00	690.00	2.00	0.00%	0.00		
(d)	Additional Fee for Unlicensed Premises Enforcement fee	N	14001 9392	Each	255.00	255.00	2.00	0.00%	0.00		
(e)	Renewal of Mandatory Five Year Licences for HMO Enforcement Fee	N	14001 9392	Each	255.00	255.00	2.00	0.00%	0.00		
	Deductions for -				255.00	255.00	2.00		0.00		
i)	Second house to be licensed	N	14001 9392	Each	-30.00	-30.00		0.00%	0.00		
ii)	Membership of approved accreditation schemes	N	14001 9392	Each	-100.00	-100.00	0.00	0.00%	0.00		
iii)	Membership of approved landlord scheme	N	14001 9392	Each	-100.00	-100.00	2.00	0.00%	0.00		
(f)	Notices served under Housing Act 2004	N	14001 9356	Per Hour	50.00	50.00		0.00%	0.00		
(g)	Expenses incurred in determining Enforcement Action	N	14001 9356	Actual Cost	Actual	Actual					
3.8	ABANDONED VEHICLE										
(a)	Abandoned Vehicle Charge										
i)	Abandoned Vehicle in Good condition	N	14004 9383	Each	150.00+	150.00+				X	
ii)	Abandoned Vehicle in Bad condition	N	14004 9383	Each	150.00+	150.00+				X	
(b)	Daily charge for every day we store vehicle with a maximum of 15 days storage & only if vehicle is worth more than £1000 in value	N	14004 9383	Daily	10.00+	10.00+				X	
(c)	For Disposal of Vehicle	N	14004 9383	Each	50.00+	50.00+				X	
3.9	CONTAMINATED LAND ENQUIRIES										
(a)	Written Correspondence	N	14004 9200	Per Letter	70.28	70.28	0.00	0.00%	0.00		
(b)	Additional Hourly charge	N	14004 9200	Per Hour	62.94	62.94	0.00	0.00%	0.00		
3.10	CCTV										
(a)	Request for viewing	I	14001 9348	Each	17.00	17.00	0.00	0.00%	0.00		

3.11	SOLICITOR/BUSINESS REQUESTS including factual reports											
(a)	Written Correspondence	I	14001 9356	Per Letter	70.28	70.28	0.00	0.00%	0.00			
(b)	Additional Hourly charge	I	14001 9356	Per Hour	62.94	62.94	0.00	0.00%	0.00			

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POLICY FINANCE AND DEVELOPMENT COMMITTEE

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2022-23 £ (a)	2023-24 £ (c)	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
4	CORPORATE RESOURCES									
	4.1 COPIES OF OFFICIAL / CERTIFIED COUNCIL DOCUMENTS									
	(a) Annual Report & Budget Book (Hard-Copy Only)	Z	30201 9206	Each set	50.00					
	(b) Agendas, Reports & Background Documents (Hard-Copy Only)	Z	30201 9206	Each set	21.00		-100.00%	-21.00		
	(c) Minutes (Hard-Copy Only)	Z	30201 9206	Each set	16.00					
	(d) Miscellaneous Legal Contracts, Agreements, Deeds, Instruments etc.	I	39904 9206	Each doc	46.16	50.00	8.33%	3.84		
	4.2 LEGAL / ADMINISTRATIVE SERVICES									
	(a) Simple Transfers, Charges, Leases, Licences, Other Agreements etc.	I	39904 9105	Each set						
	(b) Complex Transfers, Charges, Leases, Licences, Other Agreements etc.	I	39904 9105	Each set						
	(c) Commercial Transfers, Charges, Leases, Licences, Other Agreements etc.	I	39904 9105	Each set						
	(d) Freehold / Leasehold Property Enquires	I	39904 9105	Each set						
	(e) Statutory Declarations, Statements, Affidavits, Certificates	I	39904 9105	Each doc						
	(f) Certification of Original Documents	I	39904 9356	Each doc						
	(g) Miscellaneous Hourly Rates (Qualified over 8ys)	I	39904 9105	Per hour	200.00				x	
	(h) Miscellaneous Hourly Rates (Non-Qualified)	I	39904 9105	Per hour	125.00		-100.00%	-125.00		
	(i) Miscellaneous Expenses and Disbursements	E	39904 9054	-					x	
	(j) Miscellaneous Courts, Tribunals, Quangos etc. Costs and Fees	E	39904 9100	-					x	
	(k) Miscellaneous Civil / Administrative Penalties etc.	E	39904/9103	-					x	
	POA = Price on Application									
	4.3 LOCAL LAND CHARGES (LLC)									
	(a) Full Search (LLC and Con29R) (Residential / Commercial)	N	30101 9200	Per Search					x	
	(b) LLC1 Search	N	30101 9200	Each					x	
	(c) CON29R Search	N	30101 9200	Each					x	
	(d) CON29 Optional (Questions 4-22 each)	N	30101 9200	Each					x	
	(e) CON29 Building Regs (Q1.1j-l and 3.8 each)	N	30101 9200	Each					x	
	(f) LLC1 Additional parcel fee	N	30101 9200	Each					x	
	(g) CON29R Additional parcel fee (up to a maximum of 10)	N	30101 9200	Each					x	
	(h) Own written questions	N	30101 9200	Each					x	
	4.4 COPIES OF BYLAWS (Statutory max 20p per 100 words)	I	39904 9206	Each					x	
	4.5 ELECTORAL SERVICES									
	(a) Written proof of registration	N	30401 9203	Each					x	
	(b) Forwarding of documents	N	30401 9203	Each					x	
	(c) Written proof of historical registration	N	30401 9203	Each					x	
	(d) Sale of registers (open register, marked register etc.).	N	30401 9203	Each					x	
	POA = Price on Application									
	4.6 ENVIRONMENTAL INFORMATION REGULATIONS (EIR) CHARGES									
	(a) Photocopy or printing, standard, black and white, normal paper - min A4	I	39904 9356	Per Page						
	(b) Photocopy or printing, standard, black and white, normal paper - A3	I	39904 9356	Per Page						
	(c) Photocopy or printing, standard, black and white, normal paper - A2	I	39904 9356	Per Page						
	(d) Photocopy or printing, standard, black and white, normal paper - A1	I	39904 9356	Per Page						
	(e) Photocopy or printing, standard, black and white, normal paper - A0	I	39904 9356	Per Page						
	(f) Reproduction of data onto CD, DVD, USB or other Portal / Cloud Device	I	39904 9356	Each						
	(g) Staff costs for location, collation, redaction and checking of information etc.	I	39904 9356	Per Hour					x	
	(h) Miscellaneous Expenses and Disbursements	E	39904 9054	-						
	POA = Price on Application									
	NB : If the total charge (at the rates above) does not exceed £3.00 then no charge will made to provide the requested copies									
	4.7 FREEDOM OF INFORMATION ACT (FOIA) CHARGES UNDER SECTION 12									
	(a) Standard - Refusals of requests on cost grounds (Limit 18 hrs / £450.00 Max)	E	39904 9356	Per Hour					x	
	(b) Extra - Requests exceeding cost limit at (a) [Necessary for Compliance]	E	39904 9356	-						
	POA = Price on Application									

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SERVICE DELIVERY COMMITTEE

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2022-23 £	2023-24 £	2023-24 Expected Income £	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
5	HOUSING										
5.1	Use of Guest Rooms	E	1150* 9552	Night	23.00	25	350.00	8.70%	2.00		Increases are based on benchmarks and inflationary position.
5.2	Hostel charge	E	14201 9600	Weekly	30.00	32	3328.00	6.67%	2.00		
5.3	Personal contribution for hotel accommodation	E	14201 9600	Weekly	20.00	22	14080.00	10.00%	2.00		
5.4	Charge for Scooter Storage (VAT rate of 5%)	I	1150* 9608	Weekly	9.00	10	0.00	11.11%	1.00		
5.5	Room Hire - Communal lounge (sheltered housing scheme)	E	1150* 9554	Hourly	20.00	22	0.00	10.00%	2.00		
5.6	Communal lounge and kitchen facilities	E	1150* 9554	Hourly	25.00	27	0.00	8.00%	2.00		

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Fees are to be enclosed with all applications								
6.6 MISCELLANEOUS								
(a) Transfer of Grave Ownership	N	20102 9200	60.00	60.00	0.00	0.00%	0.00	
(b) for Searches of registers, copies and extracts therefrom:								
(i) Search of registers by Council staff - per hour or part hour	N	20102 9200	30.00	30.00	0.00	August CPI 3%+1	Rounded up	
Search of registers - in person - per hour or part hour	N	20102 9200	30.00	30.00	0.00			
(ii) Certificated copies of entry	N	20102 9200	30.00	30.00	0.00			
(c) Notice of Interment Forms								
(d) Use of the Chapel at Wigston Cemetery - per funeral	I	20102 9200	165.00	165.00	0.00	0.00%	0.00	
(e) Purchase and planting of memorial trees - Donation	I	20102 9200	220.00	220.00	0.00	0.00%	0.00	
(f) Donation towards a memorial seat (provided and installed by Council)	I	20102 9200	770.00	770.00	0.00	0.00%	0.00	
(g) Exhumation (where requested by Deed Holder - subject to the required statutory approvals) - burial plot	E	20102 9200	780.00	780.00	0.00			
(h) Exhumation (where requested by Deed Holder - subject to the required statutory approvals) - casket plot	E	20102 9200	270.00	270.00	0.00			
* DEFINITION OF THE TERM RESIDENT *								
For Purchase of Grant of Right of Burial a RESIDENT is defined as:								
A person who, at the time of applying, has a permanent home address within the Borough								
For Interments a RESIDENT is defined as:								
i) A person who had resided at a private address within the Borough for 5 consecutive years immediately preceding the date of death OR								
ii) A person who had at the time of death, resided in a residential or nursing home (or similar establishment) outside of the Borough for 3 years or less but had resided at an address within the Borough for the 5 consecutive years (or more) immediately preceding moving to the residential or nursing home OR								
iii) A person who had resided within the Borough for 5 consecutive years (or more) but had within the 6 months immediately preceding the date of death moved from the Borough.								

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SERVICE DELIVERY COMMITTEE

	DESCRIPTION OF CHARGE	VAT	Leisure Card 2022-23 £	Non Member 2022-23 £	Leisure Card 2023-24 £	Non Member 2023-24 £	Externally Set	Explanation regarding the recommended level of charge
7	SPORTS LEISURE MANAGEMENT LIMITED (SLM)							New prices will come through in December 22.
	<u>SWIMMING POOLS</u>							
	7.1 ADMISSIONS / SESSION							
	a) Adult	I	£4.00	£4.00			x	
	b) Junior	I	£2.90	£2.90			x	
	c) Concessions	I	£2.90	£2.90			x	
	d) Inflatable session Junior	I					x	
	e) Inflatable session Adult	I					x	
	f) Aquafit	I	£5.20	£5.75			x	
	g) Sauna/Swim		£4.95	£4.95				
	h) Ladies Sessions		£4.00	£4.00				
	7.2 SWIM SCHOOL LESSONS / 1/2 HOUR							
	a) Adult/Junior	E	£8.00	£8.50			x	
	b) Private 1:1 (1/2hr)	E	£18.30	£19.50			x	
	c) Private 1:2 (1/2hr)		£28.85	£32.00				
	7.3 PRIVATE HIRE							
	a) Parties - (1hr in pool / 1hr in Food Area)	I	£80.00	£85.00			x	
	b) Extra Charge for Lifeguards	I	£21.00	£21.00			x	
	7.4 SWIM DIRECT DEBITS							
	a) Adult 1Hr	I	£33.25	£36.50			x	
	b) Junior	I	£40.20	£42.25			x	
	7.5 SCHOOL HIRE (during school hours) / CLUB HIRE							
	a) During School Hrs	I	£73.00	£73.00			x	
	b) Extra Charge for Lifeguards	I	£21.00	£21.00			x	
	7.6 SAUNA							
	a) Adult	I	£4.95	£5.50			x	
	b) Concessions	I	£2.90	£3.20			x	
	<u>PARKLANDS LEISURE CENTRE</u>							
	7.7 SPORTS HALL							
	a) Badminton - Peak	I	£10.80	£12.00			x	
	b) Badminton - Off Peak	I	£8.85	£9.90			x	
	c) Active Life morning	I	£4.50	£4.95			x	
	d) Five a side - Peak	I	£44.90	£49.85			x	
	e) Five a side - Off Peak	I	£29.35	£32.45			x	
	f) Table Tennis - Peak	I	£5.20	£5.75			x	
	g) Table Tennis - Off Peak	I	£3.90	£4.40			x	
	7.8 STUDIO							
	a) Cycle Workout	I	£7.00	£7.75			x	
	b) 30 minute Sessions		£4.50	£4.95				
	c) 45 minute Sessions	I	Removed				x	
	d) 60 minute Sessions	I	£7.00	£7.75			x	

e)	Junior Dance Sessions	I	£3.00	£3.30			x	
7.9	GYM (Casual User)							
a)	Joining Fee	I	£17.00	£18.90			x	
b)	Induction	I	£23.45	£26.00			x	
c)	Concession Induction		£12.60	£14.15				
d)	Adult / Session		£5.90	£6.60				
e)	Concession / Session		£3.50	£3.80				
f)	Disabled (Registered)		£2.40	£2.70				
h)	Heartsmart / Session	I	£3.10	£4.75			x	
7.10	MISCELLANEOUS							
a)	Admissions		£1.80	£2.00			x	

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SERVICE DELIVERY COMMITTEE

8	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2022-23	2023-24	%age	£ increase	Externally Set	Explanation regarding the recommended level of charge
					£	£	increase			
	RECREATION GROUNDS AND PAVILION HIRE									
	8.1 ROOM HIRE PER HOUR - VAT Exempt Pavilions Blaby Road Park Pavilion Freer Centre Sheila Mitchell Pavilion Uplands Park Pavilion Walter Charles Centre									Increases proposed in line with benchmarks.
(a)	Non Commercial Use - first hour	E	20002 9539	First Hour	18.00	20	11.11%	2.00		
	Non Commercial Use - each subsequent hour or part hour	E	20002 9539	Per Hour	11.00					
(b)	Commercial Use - first hour	E	20002 9538	First Hour	22.50	25	11.11%	2.50		
	Commercial Use - each subsequent hour or part hour	E	20002 9538	Per Hour	13.50	16	18.52%	2.50		
	Saturday evening hire - minimum charge of 4 hours booking from 5pm onwards									
(c)	Refundable deposit per booking (full or part)	E	62023 9627	Deposit	200.00					
(d)	Charge for lost keys (in addition to (e) below)	E	20002 9539	Each	20.00					
(e)	Late return of keys (charge per working day)	E	20002 9539	Each	15.00					
	8.2 ROOM HIRE PER HOUR - Vatable Pavilions Coombe Park Pavilion Thythorn Hill Community Centre									
(a)	Non Commercial Use - first hour	I	20002 9539	Per Hour	21.00	23.5	11.90%	2.50		
	Non Commercial Use - each subsequent hour or part hour	I	20002 9539	Per Hour	13.50	16	18.52%	2.50		
(b)	Commercial Use - first hour	I	20002 9538	Per Hour	27.50	31	12.73%	3.50		
	Commercial use - each subsequent hour or part hour	I	20002 9538	Per Hour	15.50	19	22.58%	3.50		
(c)	Refundable deposit per booking (full or part)	E	62023 9627	Deposit	200.00					
(d)	Charge for lost keys (in addition to (e) below)	E	20002 9539	Each	20.00					
(e)	Late return of keys (charge per working day)	E	20002 9539	Each	15.00					
	Saturday evening hire - minimum charge of 4 hours booking from 5pm onwards									
	CANCELLATION OF ROOM HIRE Cancellation with more than 8 weeks notice - return 100% of hire fee Cancellation less than 8 weeks but more than 6 weeks - return 75% of hire fee Cancellations less than 6 weeks but more than 14 days- return 50% of hire fee Cancellations less than 14 days but more than 7 days - return 25% of hire fee Cancellations with less than 7 days notice - hire fee not returned									
	8.3 RECREATION GROUNDS									
(a)	Bowls									
i)	Season Ticket - Adult	I	20002 9530	Each	94.50	103.95	10.00%	9.45		
ii)	Half Season Ticket - Adult	I	20002 9530	Each	47.00	51.7	10.00%	4.70		
iii)	Season Ticket - Junior (under 18)	I	20002 9530	Each	29.50	32.45	10.00%	2.95		
iv)	Hourly Ticket - per person	I	20002 9532	Per Person	4.00	4.4	10.00%	0.40		
v)	Visiting Team					0				
v)	Season Ticket - New member (one year introductory offer)	I	20002 9530	Each	31.50	34.65	10.00%	3.15		
(b)	Cricket					0		0.00		
i)	Per match Vatable	I	20002 9533	Per Match	79.00	86.9	10.00%	7.90		

	ii) Per match Non VATable	E	20002 9534			0		0.00	
	(c) Football - Junior Clubs (Under 10's and below)					0		0.00	
	i) With shower facilities VATable	I	20002 9536	Per Booking	23.00	25.3	10.00%	2.30	
	With shower facilities non VATable	E	20002 9537			0		0.00	
	ii) Without shower facilities VATable	I	20002 9536	Per Booking	12.00	13.2	10.00%	1.20	
	Without shower facilities non VATable	E	20002 9537			0		0.00	
	iii) Academy (Coombe Park - subject to VAT at Standard Rate)	I	20002 9536	Per Booking	173.00	190.3	10.00%	17.30	
	(d) Football - Youths (10 - 18 years)					0		0.00	
	i) With shower facilities VATable	I	20002 9536	Per Booking	42.00	46.2	10.00%	4.20	
	ii) Without shower facilities Non VATable	E	20002 9537	Per Booking	21.00	23.1	10.00%	2.10	
4	(e) Football - Senior Clubs (Over 18s)					0		0.00	
	i) With shower facilities VATable	I	20002 9536	Per Booking	63.00	69.3	10.00%	6.30	
	With shower facilities non VATable	E	20002 9537			0		0.00	
	ii) Without shower facilities VATable	I	20002 9536	Per Booking	31.50	34.65	10.00%	3.15	
	Without shower facilities non VATable	E	20002 9537			0		0.00	
	iii) Coombe Park - subject to VAT at Standard Rate	I	20002 9537	Per Booking	August CPI 3				
	iv) Thythorn Hill (Horsewell Lane) - subject to VAT at Standard Rate	I	20002 9537	Per Booking	63.00	69.3	10.00%	6.30	
	v) Peace Memorial Park - 5 a side	I	20002 9536	Per Booking	0.00	0		0.00	
	Bookings of 10 matches or more booked together, are exempt from VAT (except Coombe Park)					0		0.00	
	(f) Rounders - Senior Clubs (Over 18s)					0		0.00	
	(i) Willow Park VATable with changing rooms/showers	I	20002 9536	Per booking	63.00	69.3	10.00%	6.30	
	(ii) Willow Park Non VATable with changing rooms/showers	E	20002 9537			0		0.00	
	(iii) Willow Park VATable pitch only	I	20002 9536	Per booking	31.50	34.65	10.00%	3.15	
	(iv) Willow Park Non VATable pitch only	E	20002 9537			0		0.00	
	(g) Rounders - Junior / Youth teams (under 18s)					0		0.00	
	(i) Willow Park VATable with changing rooms/showers	I	20002 9536	Per booking	42.00	46.2	10.00%	4.20	
	(ii) Willow Park Non VATable with changing rooms/showers	E	20002 9537			0		0.00	
	(iii) Willow Park VATable pitch only	I	20002 9536	Per booking	21.00	23.1	10.00%	2.10	
	(iv) Willow Park Non VATable pitch only	E	20002 9537			0		0.00	
	Bookings of 10 matches or more booked together, are exempt from VAT (except Coombe Park and Thythorn Hill)					0		0.00	
	(h) Fetes and Galas - Activities for commercial gain					0		0.00	
	i) Use of Ground - per day	E	20002 9552	Per Day	600.00	660	10.00%	60.00	
	ii) Deposit - to be returned in part or whole dependent on condition of ground.	N	62023 9624	Deposit	1,000.00		10.00%	100.00	
	(i) Fetes and Galas - Community events supportive of Council priorities					1,100.00		0.00	
	i) Use of Ground - per day			Per Day		0		0.00	
	ii) Deposit - to be returned in part or whole dependent on condition of ground.	N	62023 9624	Deposit	200.00		10.00%	20.00	
						220		0.00	
	Personal trainers and instructors - licence for use of parks	E	20002 9552	12 months	150.00	165	10.00%	15.00	
	Personal trainers and instructors - licence for use of parks	E	20002 9552	1 month	20.00	22	10.00%	2.00	

NOTES

Deposits may be withheld in part or full for any damage caused and / or where the hirer fails to leave the building clean and tidy for the next user and / or where a hirer fails to remove and dispose of waste arising from their hire. An additional charge (over and above the deposit) is levied for the late return / non return of keys.

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SERVICE DELIVERY COMMITTEE

	DESCRIPTION OF CHARGE	VAT	TYPE	2022-23 £	2023-24 £	Externally Set	Explanation regarding the recommended level of charge
9	BROCKS HILL ENVIRONMENT CENTRE						
9.1	HIRE OF EXHIBITION HALL (TAKES UPTO 75 THEATRE STYLE) 2 hour hire rate for the hall or meeting room hire at £50.00		All	50.00		x	Further work is required around the amendment or cessation of charges for Brocks Hill, In line with plans for the Council to move its headquarters to the building in 2023.
(a)	Weekday 9:00 a.m. to 12:45 p.m. or 13:15 p.m to 16:30 p.m.	E	Private Hire	100.00		x	
(b)	Weekday 9:00 a.m. to 12:45 p.m. or 13:15 p.m to 16:30 p.m.		Public Hire	90.00		x	
(c)	Weekday 9:00 a.m. to 12:45 p.m. or 13:15 p.m to 16:30 p.m.		Charitable	75.00		x	
(d)	Weekday All day (9:00 a.m. to 16:30 p.m.)	E	Private Hire	160.00		x	
(e)	Weekday All day (9:00 a.m. to 16:30 p.m.)		Public Hire	150.00		x	
(f)	Weekday All day (9:00 a.m. to 16:30 p.m.)		Charitable	140.00		x	
(g)	Weekend 10:00 a.m. to 12:30 p.m or 13:00 p.m. to 15:30 p.m.		Private Hire	65.00		x	
(h)	Weekend 10:00 a.m. to 12:30 p.m or 13:00 p.m. to 15:30 p.m.		Public Hire	60.00		x	
(i)	Weekend 10:00 a.m. to 12:30 p.m or 13:00 p.m. to 15:30 p.m.		Charitable	50.00		x	
(j)	Weekend All day (10:00 a.m. 16:30 p.m.)		Private Hire	115.00		x	
(k)	Weekend All day (10:00 a.m. 16:30 p.m.)		Public Hire	105.00		x	
(l)	Weekend All day (10:00 a.m. 16:30 p.m.)		Charitable	95.00		x	
9.2	HIRE OF THE CLASSROOM (TAKES UPTO 50 THEATRE STYLE)						
(a)	Weekday 9:00 a.m. to 12:45 p.m. or 13:15 p.m to 16:30 p.m.		Private Hire	90.00		x	
(b)	Weekday 9:00 a.m. to 12:45 p.m. or 13:15 p.m to 16:30 p.m.		Public Hire	75.00		x	
(c)	Weekday 9:00 a.m. to 12:45 p.m. or 13:15 p.m to 16:30 p.m.		Charitable	60.00		x	
(d)	Weekday All day (9:00 a.m. to 16:30 p.m.)		Private Hire	150.00		x	
(e)	Weekday All day (9:00 a.m. to 16:30 p.m.)	E	Public Hire	140.00		x	
(f)	Weekday All day (9:00 a.m. to 16:30 p.m.)		Charitable	100.00		x	
(g)	Weekend 10:00 a.m. to 12:30 p.m or 13:00 p.m. to 15:30 p.m.	E	Private Hire	60.00		x	
(h)	Weekend 10:00 a.m. to 12:30 p.m or 13:00 p.m. to 15:30 p.m.		Public Hire	50.00		x	
(i)	Weekend 10:00 a.m. to 12:30 p.m or 13:00 p.m. to 15:30 p.m.	E	Charitable	50.00		x	
(j)	Weekend All day (10:00 a.m. 16:30 p.m.)		Private Hire	105.00		x	
(k)	Weekend All day (10:00 a.m. 16:30 p.m.)		Public Hire	95.00		x	
(l)	Weekend All day (10:00 a.m. 16:30 p.m.)		Charitable	95.00		x	
(m)	Digital media projectors are available at a hire charge of £5.00. Please provide your own laptop 10% discount for booking both the meeting room and hall together 10% discount for block bookings of six or more - claimable on sixth booking (only applicable if all bookings made on same date)	I		5.00		x	
9.3	HIRE OF HALL FOR EXHIBITIONS (OPEN TO THE GENERAL PUBLIC) PER DAY £30.00 per day for groups selling pictures, cards etc.	E		25.00 30.00		x x	
9.4	HIRE OF MEETING ROOM / HALL (EXCLUSIVE USE) - EVENINGS WEEKDAY EVENING - 16:45 P.M ONWARDS (SUBJECT TO STAFF AVAILABILITY) WEEKEND EVENINGS - 15:45 P.M. ONWARDS (SUBJECT TO STAFF AVAILABILITY)						
(a)	up to 3 hours	E		121.00		x	
(b)	up to 4 hours	E		131.00		x	
(c)	up to 5 hours	E		144.50		x	
(d)	Natural History Groups (per hour) Evening meeting must vacate the site by 21:30 p.m.	E		10.00		x	
9.5	ENTRY TO EXHIBITION CENTRE						
(a)	Adults			Free		x	
(b)	Children / Senior Citizens			Free		x	
(c)	Children under 5			Free		x	
9.6	TALKS - PER GROUP			55.00		x	

9.7	TOURS - PER ORGANISED GROUP		55.00		x	
9.8	SCHOOL GROUPS Per school activity up to maximum size of 35 pupils. A fixed charge is applicable based on the following :-					
(a)	Up to 20 children for schools outside the Borough Council's boundaries		55.00		x	
(b)	Up to 20 children for schools located within Oadby and Wigston boundaries		45.00		x	
(c)	For all schools the additional charge above 20 children (per child per session)		2.50		x	
	Teachers/Leaders		Free		x	
9.9	SELF LED ACTIVITIES AVAILABLE FOR HIRE BY SCHOOLS AND GROUPS SUCH AS THE MINI-BEAST KIT BOX (TERMS & CONDITIONS APPLY)		30.00		x	
9.10	PAPER CHARGES					
(a)	A4 black and white per sheet		0.10		x	
(b)	A4 colour per sheet		1.00		x	
(c)	A3 black and white per sheet		0.15		x	
(d)	A3 colour per sheet		2.00		x	
	ORGANISED EVENTS AND ACTIVITIES OPEN TO THE PUBLIC (POA) Charges to the public for events vary according to the type of event & age of participants and so are not listed here. They are calculated on an event by event basis taking into consideration materials provided, use of room, cost of instructor/speaker etc. (POA = Price On Application)					
	FILMING AND PHOTOGRAPHY POA; small scale £55 per hour		POA			
	WOOD SALES		POA			

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SERVICE DELIVERY COMMITTEE

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2022-23 £ (a)	2023-24 £ (c)	2023-24 Expected Income £ c x d	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
10	ALLOTMENTS										
10.1	RESIDENTS Rent of plot to residents of the Borough - - per square yard from 23/24										
	1) Wigston Road	N	20001 9552	Each	0.20	0.22	0.00	10.10%	0.02		10.1% Inflation increase, in line with benchmarks
	2) Aylestone Lane	N	20001 9552	Each	0.20	0.22	0.00	10.10%	0.02		
	3) Manchester Gardens - Rectangle	N	20001 9552	Each	0.18	0.20	0.00	10.10%	0.02		
	4) Manchester Gardens - Triangle	N	20001 9552	Each	0.16	0.18	0.00	10.10%	0.02		
	5) Brabazon Road	N	20001 9552	Each	0.18	0.20	0.00	10.10%	0.02		
	NB: Allotment rent year runs from 29 September to 28 September the following year										
10.2	SENIOR CITIZENS 25% reduction on the above charge										
10.3	DEPOSIT - REFUNDABLE	N	20001 9622	Each			0.00				
10.4	KEY - REPLACEMENT	I	20001 9362	Each	20.00			-100.00%	-20.00		

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DEPOT SERVICES

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2022-23 £	2023-24 £ (c)	Externally Set	Explanation regarding the recommended level of charge
11	SPECIAL COLLECTION OF HOUSEHOLD REFUSE							
	11.1 COLLECTION OF HOUSEHOLD REFUSE							
	(a) The following non electrical items can be collected :- All Domestic items - house improvement or building work related. Items such as building waste or replaced windows will not be collected. Broken glass must be supplied in a box. Bagged, boxed and tied waste will be classed as individual items. Sheds <u>must</u> be dismantled and each panel classed as an item. Items <u>must</u> be presented in a form that reasonably facilitates loading and satisfies manual handling requirements - failure to do so will result in non-collection and payment refunded for those items not collected. Note - Bags should be strong enough so items do not split when being taken to vehicle. Charges for Garden Tools and Equipment* are :-							
	i) 1 Item	N	20801 9310	Each	23.00	25.00		7% increase in charge to reflect increase in cost of running service. 7% increase in charge to reflect increase in cost of running service.
	ii) Each Additional Item	N	20801 9310	Each	4.30	5.00		
	(b) The following electrical items can be collected :- Vacuum Cleaners, Televisions, Fridge, Fridge/Freezer, Coolers, Washing Machines, Tumble Dryers, Dishwashers, Audio Visual Equipment. Charges for Electrical Items are :-							
	i) 1 Item	N	20801 9310	Each	23.00	25.00		7% increase in charge to reflect increase in cost of running service. 7% increase in charge to reflect increase in cost of running service.
	ii) Each Additional Item	N	20801 9310	Each	4.30	5.00		
	The collection of electrical and non-electrical items are two separate services. Free collection for all items above, for those residents receiving :- Housing Benefit, Council Tax Benefit or Disability Benefit, Military Service - Maximum of four items - no more than two separate collections per annum * Garden Tools can be taken to Brocks Hill Environment Centre (for re-use by volunteers working in the Borough)							
	(c) i) Bin Swaps: Subject to criteria	N		Each	25.00	27.00		7% increase in charge to reflect increase in cost of running service.
	ii) Contaminated Bins	N		Each	50.00	54.00		7% increase in charge to reflect increase in cost of running service.
	11.2 GARDEN WASTE COLLECTION SERVICE							
	(a) This charge applies to 1 x 240 litre bin or up to 2 x 140 litre bins (le still applies if there is only 1 x 140 litre bin) This provides a fortnightly collection all year round.	N	20805 9318	Each	50.00	50.00		Charge will be maintained at £50 based on assessment of service costs
	(b) i) Additional bins: 140Litres	N	20805 9217	Each	25.00	25.00		Charge will remain at current levels
	ii) Additional Bins: 240Litres * Please see separate terms & conditions for further details				35.00	35.00		Charge will remain at current levels
	11.3 RECYCLING COLLECTION SERVICE - ADDITIONAL WHEELIE BIN	N	20802 9217	Each	18.00	19.00		7% increase in charge to reflect increase in cost of running service.
	11.4 DISPOSAL OF DECEASED DOMESTIC ANIMALS	I	20701 9200	Each	68.00	68.00		Charge to be maintained at current level
	11.5 REMOVAL OF UNAUTHORISED ADVERTISING ON STREETS,							

OPEN SPACES AND PUBLIC NOTICE BOARDS							
(a)	Removal of unapproved advertising, promotional material or balloons on public spaces, street furniture or notice boards - per item per week	N	20701 9200	Each	47.00	50.00	7% increase in charge to reflect increase in cost of running service.
(b)	Removal of unapproved notices	N	20701 9200	Each	47.00	50.00	
(b)	Removal of unapproved notices	N	20701 9200	Each	98.00	105.00	
11.6 CLEANSING OF PRIVATELY OWNED PARKING AREAS							
(a)	Cleaning of Slabbed and Block Paved Areas						7% increase in charge to reflect increase in cost of running service.
i)	Up to 20 sq. metres (subject to availability and site inspection for suitability)	N	20701 9200	Each	120.00	128.00	
ii)	Greater than 20 sq. metres	N	20701 9200	Each			
(b)	Cleaning of Car Parks and other areas	N	20701 9200	Each			
(c)	Mowing of Large Private Grassed Areas POA = Price on Application	N	20701 9200	Each			

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DEPOT SERVICES

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2022-23 £	2023-24 £ (c)	Externally Set	Explanation regarding the recommended level of charge
12	COUNCIL CAR PARKS							
	12.1 COUNCIL CAR PARKS							
	(a) Off Street parking		205019500					
	Parking charge in 30 minute quick shop bays			Each	FREE	FREE		Charges to remain at 2022/23 levels.
	Pay and Display - Town Centre car parks for up to 2 hours	N		Each	1.00	1.00		
	Pay and Display - Town Centre car parks for up to 2 - 4 hours	N		Each	3.00	3.00		
	Pay and Display - Town Centre car parks for over 4 hours	N		Each	4.00	4.00		
	Pay and Display - Leisure sites Car Parks for up to 4 hours	N		Each	1.00	1.00		
	Pay and Display - Leisure sites Car Parks over 4 hours	N		Each	2.00	2.00		
	Annual Parking Permit for all council car parks - Borough residents	N		Each	75.00	75.00		
	Annual Parking Permit for all council car parks - Non residents	N		Each	150.00	150.00		
	Annual permit for all town centre car parks only - Borough Residents	N		Each	50.00	50.00		
	Annual permit for all town centre car parks only - non residents	N		Each	100.00	100.00		
	Annual Parking permit for Oadby town centre car parks only - Borough residents	N		Each	25.00	25.00		
	Annual Parking permit for Oadby town centre car parks only - Non residents	N		Each	50.00	50.00		
	Annual Parking permit for Wigston & South Wigston town centre car parks only - Borough residents	N		Each	25.00	25.00		
	Annual Parking permit for Wigston & South Wigston town centre car parks only - Non residents	N		Each	50.00	50.00		
	Annual Parking permit for Leisure sites car parks only - Borough residents	N		Each	25.00	25.00		
	Annual Parking permit for Leisure sites car parks only - Non residents	N		Each	50.00	50.00		
	Annual Parking permit Countesthorpe Road Car park only - Monday to Friday before 9.30am and 2.30pm to 4.00pm term time only - Borough residents and non residents	N		Each	10.00	10.00		
	6 month parking permit for all council car parks - Borough residents	N		Each	37.50	37.50		
	6 month parking permit for all council car parks - Non residents	N		Each	75.00	75.00		
	6 month parking permit for Oadby town centre car parks only - Borough residents	N		Each	12.50	12.50		
	6 month parking permit for Oadby town centre car parks only - Non residents	N		Each	25.00	25.00		
	6 month parking permit for Wigston & South Wigston town centre car parks only - Borough residents	N		Each	12.50	12.50		
	6 month parking permit for Wigston & South Wigston town centre car parks only - Non residents	N		Each	25.00	25.00		
	6 month parking permit for Leisure sites car parks only - Borough residents	N		Each	12.50	12.50		
	6 month parking permit for Leisure sites car parks only - Non residents	N		Each	25.00	25.00		
	Second permit charge	N		Each				
	12.2 CLEANSING OF PRIVATELY OWNED PARKING AREAS							
	(a) Cleaning of Slabbed and Block Paved Areas							
	i) Up to 20 sq. metres (subject to availability and site inspection for suitability)	N	20701 9200	Each	115.00	115.00		
	ii) Greater than 20 sq. metres	N	20701 9200	Each				
	(b) Cleaning of Car Parks and other areas	N	20701 9200	Each				
	(c) Mowing of Large Private Grassed Areas	N	20701 9200	Each				
	POA = Price on Application							
	12.3 RELOCATION OF STREET NAME PLATES							
	(a) At the request of resident and subject to agreement at the discretion of the Council							
	i) Wall mounted name plates	N	20601 2013	Each	150.00	150.00		
	ii) Frame mounted name plates	N	20601 2013	Each	225.00	225.00		



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