

Public Document Pack



Executive Board Sub Committee

Thursday, 15 March 2012 10.00 a.m.
The Boardroom - Municipal Building,
Widnes

A handwritten signature in black ink, appearing to read 'David W R'.

Chief Executive

ITEMS TO BE DEALT WITH IN THE PRESENCE OF THE PRESS AND PUBLIC

PART 1

Item	Page No
1. MINUTES	
2. DECLARATION OF INTEREST	
Members are reminded of their responsibility to declare any personal or personal and prejudicial interest which they have in any item of business on the agenda no later than when that item is reached and, with personal and prejudicial interests (subject to certain exceptions in the Code of Conduct for Members), to leave the meeting prior to discussion and voting on the item.	
3. HEALTH AND ADULTS PORTFOLIO	
(A) ADULT SOCIAL CARE FEES & CHARGES	1 - 6

*Please contact Gill Ferguson on 0151 471 7395 or e-mail gill.ferguson@halton.gov.uk for further information.
The next meeting of the Committee is on Thursday, 29 March 2012*

Item	Page No
4. RESOURCES PORTFOLIO, TRANSPORTATION PORTFOLIO AND PHYSICAL ENVIRONMENT PORTFOLIO	
(A) REVIEW OF FEES AND CHARGES	7 - 16
5. ENVIRONMENTAL SUSTAINABILITY	
(A) INCREASING PEST CONTROL CHARGES	17 - 21
6. PHYSICAL ENVIRONMENT PORTFOLIO, ENVIRONMENTAL SUSTAINABILITY PORTFOLIO, NEIGHBOURHOOD LEISURE & SPORT PORTFOLIO	
(A) OPEN SPACE SERVICES SCALE OF CHARGES	22 - 30
PART II	
<p>In this case the Board has a discretion to exclude the press and public and, in view of the nature of the business to be transacted, it is RECOMMENDED that under Section 100A(4) of the Local Government Act 1972, having been satisfied that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.</p>	
7. CHILDREN, YOUNG PEOPLE AND FAMILIES	
(A) ADOPTION SUPPORT CONTRACT	31 - 35

In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.

REPORT TO: Executive Board Sub Committee

DATE: 15th March 2012

REPORTING OFFICER: Strategic Director, Communities

PORTFOLIO: Health & Adults

SUBJECT: Review of Fees & Charges – Communities
Directorate 2012-2013

WARDS: All

1.0 PURPOSE OF THE REPORT

- 1.1 To present to the Executive Board Sub Committee the proposed increases in fees and charges for Adult & Community Services.

2.0 RECOMMENDATION

- i) **That the Executive Board Sub Committee approves the proposed changes in fees and charges outlined in Appendix 1.**

3.0 SUPPORTING INFORMATION

- 3.1 The Appendices to this report show the current charges and the proposed charges for 2012-2013.
- Appendix 1 – Adult Social Care
- 3.2 Fees and charges for social care services listed have not been inflated for 2012-2013, in line with the decision not to inflate rates paid to external commissioned providers of Domiciliary, Registered Residential and Supporting Services.
- 3.3 The transport charge in Appendix 1 Section 1 has been inflated by 2.0% but is currently subject to review.
- 3.4 The charges listed in Appendix 1 Section 2 for the Community Warden and Lifeline Services have not been uplifted but are currently subject to review; and any proposed changes will be reported back to Executive Board Sub Committee for approval.
- 3.5 Pitch charges for the Riverview Gypsy site and the Warrington Road Transit Site have been inflated by 2.0%. The water and sewerage charges for Riverview Gypsy site have not been uplifted due to the existing charge being sufficient to recoup full cost.
- 3.6 Appointee and Receivership charges have been inflated by 2.0%.

- 3.7 The charge for meals delivered to people in their own homes has increased to £3.10 and the charges for meal time packs has increased to £2.10.
- 3.8 Fees and charges for Adults and Community Care will be increased with effect from 9th April 2012 to coincide with the date of the annual increase in Benefits rates.
- 3.9 Whilst this report proposes that a number of fees and charges are not increased, in line with a decision at Full Council on 3rd March 2010, the percentage of a service users disposable income used in the Fairer Charging Assessment is set to increase from 60% to 70% from April 2012. The increase in the percentage of income taken into account in the calculation will result in higher contributions from service users towards meeting the cost of their care.

4.0 POLICY IMPLICATIONS

- 4.1 None.

5.0 RESOURCE IMPLICATIONS

- 5.1 The charges which have not been uplifted will result in no increase of income in that area. .

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children & Young People in Halton

None identified.

6.2 Employment, Learning & Skills in Halton

None identified.

6.3 A Healthy Halton

The provision of care services that meet people's needs improves their health and wellbeing.

6.4 A Safer Halton

The provision of care services that meet people's needs increases their safety and mitigates risks.

6.5 Halton's Urban Renewal

None identified.

7.0 RISK ANALYSIS

- 7.1 The Local Government Act 2003 includes a general power for best value authority to charge for discretionary services i.e. those services that the authority has the power, but is not obliged, to provide. Guidance is issued under the power in section 93, which states charges are limited to cost recovery. The Department of Health's fairer Charging Policies for Home care and other Non-Residential Social Services Guidance, Sept 2003, states that where Councils charge for non-residential services, flat rate charges are acceptable.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

- 8.1 None.

9.0 EQUALITY AND DIVERSITY ISSUES

- 9.1 Gypsy/Travellers are a recognised BME group, and the continued provision of a properly funded, managed and maintained site ensures the Council continues to meet the needs of this group.

FEES & CHARGES

APPENDIX 1

SECTION 1 – CHARGES

	Current 2011-2012 £	Proposed 2012-2013 £
Maximum Weekly Charge for Residential Care		
Residential Care for Older People in Council homes (per week)	365.06	365.06
Dementia Residential care for Older People (per week)	430.41	430.41
Adults with Learning Disability receiving respite services (per week)	524.55	524.55
Adults in Family Placements (per week)	384.49	384.49
Meals in the Community		
Family Placement Breakfast	1.79	1.79
Family Placement Lunch	2.22	2.22
Family Placement Tea	2.07	2.07
Meals - delivered to people in their own homes	2.94	3.10
Meals - Tea Time pack delivered to people in their own homes	2.04	2.10
Visitors and Guests		
Accommodation (per night)	10.82	11.04
Breakfast	2.73	2.79
Light Meal	3.51	3.58
Main Meal	4.77	4.87
Maximum Charges for Community-based Care		
Domiciliary Care (per hour)	11.35	11.35
Day Care (per session)	14.86	14.86
Family Placement (per session)	14.86	14.86
Dorset Gardens support charge (per week)	10.40	10.40
Handyperson Service (per hour)	5.10	5.10
Key Safe	31.32	31.95
Night time service (per week)	24.30	25.60
Charge those who receive High Rate DLA Care/AA the amount of Benefit they receive to pay for night care services in proportion to the amount of night care service that the Council pay to provide them with. A night care service is defined as a service either under a sleep in session or waking night service between the hours of 10pm to 8am.	-	-
Transport (per journey)	1.07	1.09
The charge is per trip to a maximum charge per week of £10.90, except for service users on the higher rate of DLA Mobility component for whom it will be up to a maximum of 50% of the higher rate of DLA Mobility component. i.e. £27.02 per week. Trips beyond 10 miles of Halton's boundary to be charged separately.		

	Current 2011-2012 £	Proposed 2012-2013 £
Charges Community Based Services		
Pitch Charges (weekly) - Riverview Gypsy Site - 21 pitches @	51.47	52.50
Pitch Charges (weekly) - Riverview Gypsy Site - 1 pitch @	60.06	61.26
Water & Sewerage (weekly)- Riverview Gypsy Site	13.10	13.10
Pitch Charges (daily) - Travellers Site	11.39	11.62
Charges to other Local Authorities		
Older People in Residential Intermediate Care (per week)	604.75	604.75
Adults in Supported Accommodation (per week)	524.55	524.55
Day Care - Older People (per session)	41.41	42.24
Day care - Adults with Learning Disability (per session)	61.51	62.74
Day Care - Adults with Physical/Sensory Disability (per session)	86.20	87.92
Appointee/Receivership Charges		
For the Council to act as DWP Benefits Appointee	100% of Interest earned on account	
Securing Property	82.39	84.03
Continuous monitoring of property when the property holder is unable to do so (cost per hour)	21.96	22.40
Storage of Wills (annual cost)	16.48	16.81
Property searches, meter readings etc (cost per hour)	21.96	22.40
Duchy of Lancaster Referrals where people have died intestate	Actual cost	Actual cost
Applications to the Court of Protection	Actual cost	Actual cost
Replacement documentation for Post Office Payout Scheme	Actual cost	Actual cost

People's ability to pay charges for Residential Care is assessed under Government Guidelines (CRAG). Charges for Community Care are assessed under the Councils Fairer Charging and service users are given the opportunity to detail the extra spending they have as a result of their special needs before their charge for care is calculated.

SECTION 2 - COMMUNITY WARDENS/LIFELINE CHARGES FOR SERVICE

	Current 2011-2012 £	Proposed 2012-2013 £
SUBJECT TO REVIEW		
Level 1 Call centre monitoring plus community warden reactive response. (Assessment and support plan, review within the first 6 weeks and then 6 monthly, unless further review is indicated.)	5.64	5.64
Level 2 Call centre monitoring plus reactive callout. Community warden visits up to two weekly, according to assessed need and support planning.	6.75	6.75
Level 3 Call centre monitoring plus reactive call out. Community warden daily visits according to assessed need and support planning. Assistive technology is provided according to assessed need.	9.00	9.00
Intermediate care, short term assessment and monitoring, including assistive technology	Non-chargeable	Non-chargeable

SECTION 3 – FEES PAID TO CARE PROVIDERS AND SERVICE USERS

	Current 2011-2012 £	Proposed 2012-2013 £
Payments for Direct Payments		
Standard Rate - Personal Assistant (hourly rate)	9.54	9.54
Standard Rate - Agency (hourly rate)	11.13	11.13
Complex Rate - Personal Assistant (hourly rate)	11.59	11.59
Complex Rate - Agency (hourly rate)	11.59	11.59
Payments for Adult Family Placements		
Family Placement (per week)	384.49	384.49
Family Placement (per 6 hour session) 1 person	32.95	32.95
Family Placement (per 3 hour session) 1 person	16.48	16.48
Family Placement (per 6 hour session) 2 people	54.93	54.93
Family Placement (per 3 hour session) 2 people	27.47	27.47
Family Placement (per 6 hour session) 3 people	65.90	65.90
Family Placement (per 3 hour session) 3 people	32.95	32.95
Family Placement (night care per night)	54.93	54.93

REPORT TO:	Executive Board Sub Committee
DATE:	15 th March 2012
REPORTING OFFICER:	Strategic Director – Policy & Resources
PORTFOLIO:	Resources, Physical Environment and Transportation
SUBJECT:	Review of Fees and Charges
WARDS:	Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 In conjunction with the annual budget review it is proposed to increase the charges under the control of the Policy and Resources Directorate in accordance with the schedules shown in the Appendix

2.0 RECOMMENDATION: That the proposed fees and charges as set out in the Appendix to this report be agreed for 2011/12 and referred to the relevant Policy and Performance Boards for information.

3.0 SUPPORTING INFORMATION

3.1 The review of Fees and Charges within the Policy and Resources Directorate has been carried out as part of the budget preparations for 2012/2013. As a consequence of the review it is proposed that existing fees and charges be increased generally in line with inflation, although some have been increased by more to reflect the charges in other local authority areas.

3.2 For consistency, all fees which are subject to VAT are shown as exclusive of VAT.

3.3 The schedule in the attached Appendix includes a number of Statutory Fees that may increase during the coming Financial Year and Members are asked to agree to these increases as they occur.

4.0 POLICY IMPLICATIONS

4.1 The effects of the proposals have been incorporated into the draft budgets for 2012/2013. Charges are adjusted annually in accordance with the current inflation rate.

5.0 OTHER IMPLICATIONS

5.1 There are no other implications.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

There are no implications for this priority.

6.2 Employment, Learning and Skills in Halton

There are no implications for this priority.

6.3 A Healthy Halton

There are no implications for this priority.

6.4 A Safer Halton

There are no implications for this priority.

6.5 Halton's Urban Renewal

There are no implications for this priority.

7.0 RISK ANALYSIS

- 7.1 There is a requirement for the fees to be paid and in order to avoid the risk of them not being paid the fees should be received before the service is provided.

8.0 EQUALITY AND DIVERSITY ISSUES

- 8.1 There are no Equality and Diversity implications arising as a result of the proposed action.

9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

- 9.1 There are no background papers under the meaning of the Act.

APPENDIX

ENVIRONMENTAL INFORMATION

	<u>PRESENT</u>	<u>PROPOSED</u>
Charges will apply subject to and in compliance with current statutory regulations		
The basis for charging is:		
(1) Where the information already exists in the format requested:		
Admin Charge - Charge inclusive of copying of first sheet.	£10.20	£10.50
A4 –per subsequent sheet.	£0.45	£0.50
A3 - per subsequent sheet	£0.70	£0.75
A2 –per subsequent sheet	£1.40	£1.50
A1 - per subsequent sheet	£5.75	£6.00
(2) Where assistance is required from Council staff to either extract interpret, or describe material, the staff time is charged at an hourly rate given below:		
Manager	£106.00	£110.00
Professional Staff	£89.00	£93.00
Admin. Support	£53.50	£56.00
Typing Fees (hourly rate)	£49.00	£51.00
(Minimum Charge – Half an Hour for above 4 items)		
Charges above are subject to VAT.		
Postage	At Cost	At Cost plus 15%

REQUESTS FOR INFORMATION REGARDING POTENTIALLY CONTAMINATED LAND

Land contamination reports for a given property or site is issued detailing all information held by HBC relating to known or potential contamination including historical, land use, landfill locations and details of site investigations and remediation contamination

The Charge varies depending on the size of the site for which information is requested:-

(1) For premises equivalent to less than 10 hectares in size. (e.g. a Single Domestic Property or a Small Factory Unit)		
(i) The premises site only	£63.50	£67.00
(ii) Any search of the premises site and the land within 250 metres of the site boundaries	£103.50	£108.00
(iii) Any search of the premises site and the land within 500 metres of the site boundaries	£172.00	£180.00
(iv) Any search of the premises site and the land within 1000 metres of the site boundaries	£230.00	£240.00
(2) For premises equivalent to more than 10 hectares in size. (e.g. a Housing estate or a large factory unit)		
(i) The premises site only	£103.50	£108.00
(ii) Any search of the premises site and the land within 250 metres of the site boundaries	£172.00	£180.00
(iii) Any search of the premises site and the land within 500 metres of the site boundaries	£230.00	£240.00
(iv) Any search of the premises site and the land within 1000 metres of the site boundaries	£287.00	£300.00

LICENCE FEES**HACKNEY CARRIAGE & PRIVATE HIRE CHARGES**

	<u>PRESENT</u>	<u>PROPOSED</u>
(1) Single Status Driver		
- First Grant (Including 1 copy of user Guide)	£171.00	£174.00
- Renewal	£156.00	£159.00
- Extra copy of User Guide	£15.50	£16.00
- Extra copy of knowledge test syllabus	£7.25	£7.50
- Replacement Badges	£10.25	£10.50
- Replacement or duplicate paper licence or other document	£5.25	£5.50
- Faxing document (s)	New Charge	£5.00
(2) Vehicle Licence		
- Grant and Renewals 1 Year – Hackney Carriage	£201.50++	£206.00++
- Grant and Renewals 1 Year – Private Hire	£204.00++	£208.00++
****. Transfers Balance of 1 Year as above		
- Temporary Transfer Fees (Licence issued for a maximum of 2 months)	£77.50~~	£80.00
- Replacement Vehicle Plate (each)	£15.50	£16.00
- Replacement Bracket (each)	£15.50	£16.00
- Replacement Doors Stickers Private Hire (Pair)	£20.50	£21.00
- Replacement Internal plate	£10.25	£10.50
- Replacement or duplicate paper licence or other document	£5.25	£5.50
- Change to Personalised Number Plate	New Charge	£48.00
- Faxing document (s)	New Charge	£5.00
(3) Private Hire Operator Licence >>	£206.00	£250.00
- Replacement or duplicate paper licence or other document	£5.25	£5.50
- Faxing document (s)	New Charge	£5.00
(4) LOWERHOUSE LANE DEPOT FEES:		
HACKNEY CARRIAGE & PRIVATE HIRE		
- Vehicle Test Fee	£53.00	£54.00
- Vehicle Re-test Fee	£20.00	£21.00
- Vehicle Test Un-notified Cancellation Fee	£19.00	£20.00
- ++Includes Taximeter Sealing Fee	See++	See++

NOTES

- **** Unless part of a single transaction involving a simultaneous grant in which case **£26.00**
- ++ Includes Taximeter Sealing Fee. Owners of Private Hire Vehicles that are not equipped with meters may apply for the meter charge to be discounted from the annual licence fee.
- ~~ Temporary Transfer - Includes fee for licence to be transferred back to the original owner
- >> Abolished the Standard and Discount Charge – now a single annual rate

LICENCE FEES (OTHER THAN HACKNEY CARRIAGE AND PRIVATE HIRE CHARGES)

	<u>PRESENT</u>	<u>PROPOSED</u>
(1) Dangerous Wild Animals	£60.00	£63.00
(2) Pet Shops	£60.00	£63.00
(3) Animal Boarding Establishments	£60.00	£63.00
(4) Riding Establishments	£60.00	£63.00
(5) Breeding of Dogs	£60.00	£63.00
(6) Street Trading		
- First Grant & Renewal	£342.50	£350.00
- Additional Vehicles (Per Vehicle)	£170.00	£174.00
- "Static" First Grant	£395.50	£405.00
- Change of Vehicle	£26.50	£27.00
- Daily fee for temporary extension of existing consent (Max 5 days per year)	New Charge	£60.00 per day
- Daily fee for temporary consent (Max 5 days per year)	New Charge	£90.00 per day
(7) Hawkers etc. Cheshire County Council Act	£206.50	£210.00
(8) House to House Collections	Nil	Nil
(9) Street Collections	Nil	Nil
(10) Scrap Metal Dealers	Nil	Nil
(11) Motor Salvage Operator registration	£63.00	£65.00
(12) Sex Establishments	To be determined on application	£1300.00
(13) Licensing Act 2003	See Councils Web Site for details	See Councils Web Site for details
(14) Gambling Act 2005	See Councils Web Site for details	See Councils Web Site for details
(15) Hypnotism	Nil	Nil
(16) Performing Animals	Nil	Nil

NOTES

The fee charged for items 1, 2, 3, 4, and 5 will be increased by the cost of any fees paid out for specialist reports required before a Licence is granted plus 15%.

Item 12 The expression "Sex Establishment" includes Sex Entertainment Venues, Sex Cinemas and Sex Shops

<u>ROAD TRAFFIC REGULATION ACT 1984</u>	<u>PRESENT</u>	<u>PROPOSED</u>
(1) The making of a Temporary Order at the request of a Third party (The fee is inclusive of advertising costs)	£1,700.00	£1,700.00
(2) The making of a Permanent Order	As agreed with Strategic Director Policy & Resources	As agreed with Strategic Director Policy & Resources
(3) The issuing of a temporary closure notice (including emergency notices) at the request of a third party	£275.00	£290.00
(4) The Issuing of a diversionary notice at the request of a third party	£225.00	£240.00
<u>TOWN POLICE CLAUSES ACT</u>		
(1) The issuing of a temporary closure notice at the request of a third party (non commercial organisations and where the Police are attending to implement closure)	£100.00	£100.00
<u>HIGHWAYS ACT 1980</u>		
(1) Applying to the Magistrates Court for an Order to stop up or divert a highway - Permanent closure (Excluding appeal costs) Also applies to closures/diversions under Town & Country Planning Act 1990	£570.00 Plus Technical & Advertising Costs	£600.00 Plus Technical & Advertising Costs
(2) Issuing of Scaffolding/Hoarding permit	£60.00 Plus £15.00 per week or part thereof	£65.00 Plus £20.00 per week or part thereof
(3) (a) Issuing of Skip Permit – Initial Fee	£20.00 (up to 14 days)	£20.00 (up to 14 days)
(3) (b) Skip Permit – Additional periods	£10.00 for each additional 7 days or part thereof	£10.00 for each additional 7 days or part thereof
(4) Skip found without a licence	£50.00 plus the current permit fee	£50.00 plus the current permit fee
(5) Removal of unauthorised skip	At Cost Minimum £185.00 plus £15.00 per day storage fee	At Cost Minimum £185.00 plus £15.00 per day storage fee
(6) Issuing of permits to erect structures/equipment over or under the highway	At Cost Minimum £70.00	At Cost Minimum £80.00
(7) Construction of vehicular crossings on footways	As agreed with Strategic Director Policy & Resources	As agreed with Strategic Director Policy & Resources
(8) Section 38 Agreements	8%of works cost Plus £500.00	8%of works cost Plus £500.00
(9) Section 278 Agreements	As agreed with Strategic Director Policy & Resources	As agreed with Strategic Director Policy & Resources
(10) Alfresco Dining Areas Licence - First Licence - Renewal of Licence	£300.00 £75.00	£300.00 £75.00
(11) 'A' Board Licence – Per Annum	£51.00	£51.00
(12) Shop Displays Licence – Per Annum	£100.00	£100.00
(13)(a) Other Part VIIa e.g. Promotions & Leisure – Commercial Organisations (Applications made within 7 working days of the event will incur an additional administration fee of £100.00)	£100.00 Per licence for up to one week, £25.00 per additional week or part thereof	£120.00 Per licence for up to one week, £50.00 per additional week or part thereof

(13)(b) Other Part VIIa e.g. Promotions & Leisure – Non-Commercial Organisations	As agreed by Strategic Director - Policy & Resources	As agreed by Strategic Director - Policy & Resources
(14) Minor Highways Works Permits	£800.00	£800.00
(15) Clearance of Accident Debris/Unauthorised obstructions on the Highway	At Cost plus 15% Administration Fee	At Cost plus 15% Administration Fee
(16) Structural checking and technical approval of highways structures	As agreed with Strategic Director Policy & Resources	As agreed with Strategic Director Policy & Resources
HIGHWAY SEARCHES		
(1) Letter and plan showing adopted highway	£40.00	£50.00
(2) Additional questions	£11.00	£15.00
SIGNING		
(1) The design and erection of a traffic sign(s) at the request of a third party (VAT to be added in all cases)	As agreed with Strategic Director Policy & Resources	As agreed with Strategic Director Policy & Resources
(2) Initial Assessment of application for Tourism signs (VAT to be added in all cases)	£80.00	£100.00
(3) Provision of H Bar Road Markings (VAT to be added in all cases)	£60.00	£70.00
(4) Authorisation of Temporary Direction Signs (Normally for Housing Developments and Temporary Events) (VAT to be added in all cases)	£110.00	£120.00
(5) Provision of Disabled persons parking space (subject to meeting criteria)	No charge	No charge
TRAFFIC SIGNALS		
(1) Supply of Information on operation of traffic signals (VAT to be added in all cases)	£100.00	£150.00
(2) Switching off traffic signals and bagging over head (VAT to be added in all cases)	Minimum charge £250.00 or £50.00 per traffic signal head and £25.00 per pedestrian signal head or pushbutton unit	Minimum charge £250.00 or £50.00 per traffic signal head and £25.00 per pedestrian signal head or pushbutton unit
(3) Temporary Portable Traffic Signals (Multi Phase) (Administration Fee)	New Charge	£100.00
BUILDING ACT 1984 Section 18		
Legal Charge for supplying and administering agreements (together with design checking and supervision charges as determined by the Strategic Director- Policy & Resources)	£200.00	£200.00
STREET NAMING AND NUMBERING		
- Up to 2 Dwellings	£25.00	£25.00
- Between 3 and 10 dwellings	£110.00	£110.00
- Schemes over 10 dwellings	£350.00	£350.00
(No VAT – Outside the Scope of VAT)		
ROAD SAFETY		
(1) Adult Cycle Training (Requests from outside Borough) – 3 Hour Course (VAT to be added in all cases)	£55.00	£60.00
(2) Supply of Accident Data (per road/junction for up to 3 years)	£60.00	£100.00

(3) Road Safety Courses	As agreed with Strategic Director Policy & Resources	As agreed with Strategic Director Policy & Resources
(4) Junior Road Safety Officers support to each school for one year.	£75.00	£80.00

TRAFFIC DATA

Supply of Automatic Traffic Count Data (No VAT – Outside the Scope of VAT)	At Cost Minimum £60.00	£100.00 per site
Carry out Automatic Traffic Count (including provision of data in Excel format)	New Charge	£250.00 per site

CCTV MAINTENANCE

Management and monitoring of cameras (charge per camera per annum)		
Up to 2 cameras	£2,000.00	£2,000.00
For each additional camera (after initial 2 cameras)	£1,000.00	£1,000.00
Additional charge for monitoring of cameras on a broadband link or not connected to the main monitoring system (charge per camera per annum)	New charge	£1,000.00
Maintenance of camera (charge per camera per annum)	£1,000.00	£1,000.00
Reviewing CCTV recording	New Charge	£120.00 per hour or part thereof (Minimum charge £120.00)

CLOSURE OF BUS STOPS FOR ROADWORKS

(1) Closure of bus stop for road works	New Charge	£150 per stop
(2) Commissioning of temporary stop	New Charge	£150 per stop
(3) Bus stop closure notice and notice to the public	New Charge	£80 per stop

NEW ROADS AND STREET WORKS ACT 1991

(1) Unit of Inspection (30% of Total)	(Statutory Fee)	£50.00	£50.00
(2) Defective Reinstatements - Per inspection (maximum 3 No.)	(Statutory Fee)	£47.50	£47.50
- Additional Single Inspection	(Statutory Fee)	£68.00	£68.00
(Appropriate if defect reported by a Member of public)			
(3) Section 50 - Street Works Income			
(i) New Apparatus			
- Administration Fee (non returnable)		£150.00	£150.00
- Capitalised Fee in lieu of Annual Charges		£170.00	£200.00
- Inspection Charges (3 Number)	(Statutory Fee)	£150.00	£150.00
(ii) Existing Apparatus			
- Administration Fee (non returnable) - payable in advance		£110.00	£150.00
- Inspection Charges (3 Number)	(Statutory Fee)	£150.00	£150.00

Some New Road and Street Works Charges are Statutory Fees (as indicated above) and are subject to change during 2012/13

HEALTH & SAFETY ADVICE TO SCHOOLS AND ACADEMIES

Subject to Service Level Agreement

	<u>PRESENT</u>	<u>PROPOSED</u>
Local Authority Controlled School		
(1) Nursery Schools	£300.00	£310.00
(2) Primary & Special Needs Schools	£600.00	£620.00
(3) Secondary Schools	£800.00	£850.00
(4) All Through Schools	New Charge	£1,500.00
Academies		
(1) Primary & Special Needs Schools	New Charge	£1,000.00
(2) Secondary Schools	New Charge	£1,250.00
(3) All Through Schools	New Charge	£1,750.00

Note

Charges subject to VAT where applicable

MISCELLANEOUS

	<u>PRESENT</u>	<u>PROPOSED</u>
1. Supply photocopy of the following:		
(i) A copy Building Regulation approval or completion certificate including any other information normally attached (up to a maximum of 4 pages additional pages will be charged at 50p plus VAT per copy)	£20.00	£21.00
(ii) Any other chargeable documents	£33.50	£35.00
(iii) Assistance from Council Staff to extract, interpret or describe this material	£24.00	£25.00
(iv) A4 Aerial Photograph	Charge as A4 Document	Charge as A4 Document
(v) Copy of tree preservation order	Charge as A4 Document	Charge as A4 Document
(vi) Copy of Consultant Report	£62.00	£65.00
2. Copy of larger format plans	£10.75	£11.00
3. Map Production		
(i) Administration Charge	£10.20	£10.50
(ii) Price per Copy		
A4 - per sheet.	0.50	£0.50
A3 - per sheet	0.75	£0.75
A2 - per sheet	1.50	£1.50
A1 - per sheet	6.00	£6.00
A0 - per sheet	£9.00	£10.00
(iii) Price Per Disc - cd-r	£49.00	£50.00
- dvd-r	£58.50	£60.00
(iv) Assistance from Council Staff to extract. Interpret or describe material	£89.00	£94.00
Flat rate to be added for access to OS data	£12.88	£13.00
3. Copies of weekly list of planning applications to non public authority applicants for one year, payable in advance	£291.20	£300.00
4. Section 106, Town & Country Planning Act 1990		
(i) Charges to developers for the preparation of agreements under the above legislation relating to the adoption of open space, together with any necessary supervision		
Legal & Supervision Costs	A fee to be negotiated as Appropriate	A fee to be agreed as appropriate
(ii) Other Section 106 Agreements	As agreed with Strategic Director Policy & Resources	As agreed with Strategic Director Policy & Resources
5. Provision of non statutory information		
(i) Per question (Estate Agents, etc.)	£33.50	£35.00
(ii) Per question reporting conditions compliance	£57.00	£60.00

Note

Charges subject to VAT where applicable

REPORT TO: Executive Board Sub Committee
DATE: 15 March 2012
REPORTING OFFICER: Strategic Director, Communities
PORTFOLIO: Environmental Sustainability
SUBJECT: Increasing Pest Control Charges
WARD(S) Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 To set out proposed increase in charges for 2012/13 for Halton BC Pest Control.

2.0 RECOMMENDATION: That Members of the Executive Board approve:

- 1. that the pest control service continues to provide treatments for public health pests without charge; and**
- 2. the proposed increase in charges for nuisance pests and commercial pest treatments.**

3.0 SUPPORTING INFORMATION

3.1 Background

3.1.1 The Pest Control and Dog Warden's service has a statutory duty to require owners and occupiers to prevent and eradicate infestations of public health pests on their land or premises. Halton Council currently provides free treatments for the eradication of major public health pests such as Rats, Mice and Cockroaches. In the majority of cases this is considered the most cost-effective approach to securing public health and avoids the costly legal process of establishing land ownership, serving legal notices and obtaining court orders and warrants.

3.1.2 This approach is consistent with other Cheshire and Merseyside authorities. All these authorities with the exception of Cheshire West and Chester offer free treatments in relation to rats. Approximately 50% of these authorities also offer free treatments for mice, cockroaches and bed bugs – the remaining 50% charge for this service.

3.1.3 It is not proposed to introduce a charge for treating rats, mice, cockroaches or bedbugs – these treatments will continue to be free. With

respect to mice customers are currently provided with free bait from Direct Link Offices. A professional treatment is only carried out if the free bait has been unsuccessful.

- 3.1.4 The table below provides an indication of the number of public health pest treatments carried out during 2010-11:

	No of Treatments
Rats	1282
Mice	505
Cockroaches	5
Bed bugs	16

- 3.1.5 The Pest Control team also provides the Dog Warden service for the borough. This includes the collection and removal of stray dogs, responding to complaints of dog fouling and antisocial dog ownership and liaison with the police in relation to dangerous dogs.

3.2 **Pest Control & Public Health**

- 3.2.1 Pests cause damage - sometimes substantial - to structures and can contaminate products. The damage caused by fires, floods etc. has been well documented. Pests are known carriers of human diseases.

- 3.2.2 Recent changes to global climate such as higher temperatures and seasonal variations of rainfall are considered to have had a significant impact on all UK pests. The World Health Organisation's recent report highlights the need for continued effective policies to control pests.

- 3.2.3 The control of pests is vital for both the public health of the community but also for the commercial prospects of the area. Pest Control is important in the regulation of food safety, occupational health & safety and the safety & well-being of residential accommodation.

- 3.2.4 As public health duties move to local authorities, Pest Control services are a vital part of strategic planning for public health improvement.

- 3.2 The need for the regulation of pest control is also a health & social inequalities issue. The incidence of pest infestation is higher in areas of multiple deprivation.

3.3 **Charges for commercial premises and nuisance pests**

- 3.3.1 In addition to the core public health pest control function the service also carries out treatments of less serious nuisance pests such as wasps, fleas and ants. The service currently charges domestic customers for this service. The service also charges commercial premises for the treatment of all pests (both public health and nuisance). The income from this work subsidises the core pest control and dog warden function.

3.4 Commercial charges

3.4.1 Two forms of service are offered to commercial premises;

- Annual contract for regular preventative work
- One off treatments in response to infestation

The charge for commercial work in 2011-2012 was £89.40 per hour inclusive of VAT. It is proposed to increase this charge to £94.40 per hour inclusive of VAT in 2012-13.

3.5 Domestic charges

3.5.1 The current charge for domestic work is £38.40 per treatment inclusive of vat. Payment is made in advance prior to treatment. It is proposed to introduce a new charging structure in 2012-13.

3.5.2 It is proposed to introduce a charge for wasps of £45.50 inclusive of VAT. A single treatment is normally sufficient.

3.5.3 The charge for treating fleas and ants will rise to £50.40 inclusive of VAT. This charge reflects the fact a second visit is normally required.

3.5.3 The table below provides an indication of the number of chargeable treatments carried out during 2010-11.

	No of Treatments
Wasps	1092
Ants	72
Fleas	79

3.6 Determining the level of charge

3.6.1 The current and proposed levels of charge have been compared with neighbouring local authorities and commercial pest control operators. The proposed charges are considered both consistent and competitive and should ensure continued demand for the service.

4.0 POLICY IMPLICATIONS

4.1 The service will continue to provide free treatments of public health pests.

4.2 The service will increase charges for commercial and domestic pest treatments.

5.0 FINANCIAL IMPLICATIONS

5.1 Summary of Charges

	Charge 2011-12	Charge 2012-13
Commercial (per hour)	£89.40 inc VAT	£94.40 inc VAT
Domestic (per treatment)	£38.40 inc VAT	£45.50 inc VAT - wasps £50.40 inc VAT - fleas, ants

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children & Young People in Halton

Maintaining a free service for the treatment of rats, mice cockroaches and bedbugs will help protect the health of children and young people in the borough.

6.2 Employment, Learning & Skills in Halton

There are not considered to be any significant impact on employment learning and skills in Halton.

6.3 A Healthy Halton

Maintaining a free service for the treatment of rats, mice cockroaches and bedbugs will help protect public health.

6.4 A Safer Halton

Treatment for public health pests will help to maintain safe and attractive neighbourhoods. However increased charges may make treatments of nuisance pests such as wasps unaffordable for some residents.

6.5 Halton's Urban Renewal

Land or premises infested by pests can have a negative impact on the environment.

7.0 RISK ANALYSIS

7.1 There are not considered to be any significant risks associated with this proposal

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are not considered to be any equality or diversity issues associated with this proposal

9.0 **LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

None under the meaning of the Act.

REPORT TO: Executive Board Sub Committee

DATE: 15 March 2012

REPORTING OFFICER: Strategic Director, Communities

PORTFOLIO: Physical Environment, Environmental Sustainability, Neighbourhood Leisure & Sport.

SUBJECT: Open Space Services Scale of Charges

WARD(S) Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 To set out the proposed charges for 2012/13 for the Allotments, Cemeteries & Crematorium, Sports Pitch Hire, Educational Activities.

2.0 RECOMMENDATION: That the charges as proposed be approved.

3.0 SUPPORTING INFORMATION

3.1 Proposed charges for 2012/13 are attached in appendix 1.

3.2 Allotments

3.2.1 The current charge (2011/12) for an allotment plot is £31.00. The charge includes all services (water supply, rates) and currently the provision of allotments is subsidised by Council revenue budgets. In order for the allotments to be provided without a subsidy a fee of £80.00 needs to be charged. It is proposed this charge be levied in the financial year 2012/13.

3.2.2 At present allotment charges are sent out to plot holders in December of each year (the hire of a plot runs from January to December) and they have to be paid by January 1st. Therefore plot holders will not have to pay the new costs until January 2013. There may also be scope for levying the charge in two parts (although this will increase administration costs) in order to ease the burden. It should be noted that at £80.00 the charge for an allotment plot would be equal to less than £1.54 per week a rise of only 95p per week.

3.2.3 In Halton the charge made for an allotment covers all services such as water rates, the provision of keys and the provision of skips for which many Council's make an additional charge.

3.2.4 There are a number of half plots for which a charge of only £40.00 per year would be levied. This would be less than 77p per week.

3.2.5 There are currently 400 people on the waiting list for an allotment plot.

3.3 **Cemeteries & Crematorium**

3.3.1 Increases have been applied to nearly all charges for Cemetery and Crematorium related services. The service currently operates with a subsidy from Council revenue budgets. The increased charges will reduce that subsidy. Halton's charges will still in most instances be less than those of other neighbouring local authorities.

3.4 **Outdoor Facility Charges**

3.4.1 It is proposed that the hire of an adult sports pitch be increased from £400.00 to £500.00. The cost includes use of changing facilities and even after it was increased by £100.00 would be cheaper than those in neighbouring Liverpool City. Junior Sports pitch hire is currently free and it is proposed that it remain so in 2012/13.

3.4.2 Other increased charges and new charges relate to the hire of space within public parks and reflect better current market rates.

3.4.3 It is proposed to increase the cost of an educational visit from 50p per child to £1.00 per child.

4.0 **POLICY IMPLICATIONS**

4.1 None identified.

5.0 **FINANCIAL IMPLICATIONS**

5.1 The increase contributes directly to the budget proposals for 2012/3 year with regards to reducing the overall revenue budgets.

6.0 **IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

6.1 **Children & Young People in Halton**

The Council' will still be offering sports pitch hire for junior teams for free.

6.2 **Employment, Learning & Skills in Halton**

Charges to schools for education visits have been increased to £1.00 per child but this still represents very good value for money and is much less than the cost of many other educational offers away from the school environment.

6.3 **A Healthy Halton**

Active participation sport activities, in managing an allotment plot and eating home grown fresh fruit and vegetables are a key pillar of the boroughs health strategy to reduce the incidence of chronic illnesses caused by poor lifestyle choices. The increase in charges for allotment plots and sports pitch hire does not make the facilities unaffordable.

6.4 **A Safer Halton**

None Identified.

6.5 **Halton's Urban Renewal**

None identified.

7.0 **RISK ANALYSIS**

7.1 Income from charges is part of the council's overall budgeting strategy, new charges must therefore be implemented on 1st April 2012.

8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 The Council's charges are structured and are at a level designed to enable the use of services by everyone in the community irrespective of individual circumstances. The new level of charges have, been set at a level which continues to facilitate this.

9.0 **LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

None under the meaning of the Act.

APPENDIX 1

Open Space Services

Proposed Allotment Plot Charges 2012/13

	2011/12	2012/13
	Price	Proposed
Allotment Plot	£31.00	£80.00
Allotment Plot Half (upto 125m2)	New Fee	£40.00

Notes

* Plot fee covers all costs. No additional charges are made for water or other services).

Cemeteries and Crematorium Charges 2012/13

	2011/12	2012/13
Purchase of Exclusive Right of Burial (50 year lease)		
(a) Three interments	£700.00	£790.00
(b) One or two interments	£610.00	£700.00
(c) Cremated remains grave	£380.00	£400.00

Interment fee**Monday to Thursday 10.00 a.m. – 3.00 pm****Friday – 10.00 a.m. to 2.00 pm.**

(a) 1 interment - adult	£515.00	£605.00
(b) 2 interments - adult	£610.00	£700.00
(c) 3 interments - adult	£725.00	£800.00
(d) 1 interment – child (1 month-16 years)	£280.00	£300.00
(e) 2 interments – child (1 month-16 years)	£310.00	£330.00
(f) 3 interments - child (1 month-16 years)	£385.00	£410.00
(g) Stillborn child or child not exceeding 12 months	£Nil	£Nil
(h) Burial of cremated remains (Mon-Fri) (not available on Saturday)	£105.00	£150.00
Additional fee after above times	£105.00	£110.00
Saturday morning additional fee (full burials)	£+50% of interment fee	
Non-resident charge for (a)-(h) above	£+100%	

Indemnity fee	£ 55.00	£60.00
Use of Crematorium Chapel for funeral service	£ 80.00	£80.00
Transfer of Ownership of Exclusive Right of Burial	£ 55.00	£60.00
Civil Funeral Celebrant	£185.00	£185.00
Grave search – up to 10 names	£ 25.00	£25.00
Room hire for family history (1 hour)	£ 15.00	N/A (Was cemetery office which is now closed)

Memorials

New headstone	£155.00	£160.00
Additional inscription	£ 30.00	£30.00
Vase/tablet/book – not exceeding 12” x 12” x 12”	£ 40.00	£40.00
Vase/tablet/book – up to 18” x 12” x 12”	£ 60.00	£60.00
Vase/tablet/book – over 18” up to 30” x 12” x 12”	£ 75.00	£75.00
Registration of BRAMM registered masons	£no charge	
Inscription to Baby Headstone in Baby Garden	£ 50.00	£50.00

Memorial Benches (10 year lease)

5ft hardwood bench, with engraved plaque	£710.00	£710.00
Renewal of 10 year lease (new bench/plaque)	£560.00	£560.00
Additional plaque	£ 48.00	£48.00
Granite bench – Four Seasons Garden only	£1250.00	£1250.00
Renewal of 10 year lease (existing bench)	£510.00	£510.00

Crematorium charges

Monday-Thursday 9.00 a.m. – 3.30 p.m.
Friday – 9.00 am. – 2.00 p.m.

Cremation charge – adult	£500.00	£550.00
Cremation charge – child (1 year-16 years)	£220.00	£270.00
Cremation charge – child under 1 year	£ 30.00	£50.00
Cremation charge – after anatomical examination	£250.00	£300.00
Saturday morning – additional charge	+ 50%	+ 50%
Scattering of remains – with an appointment (cremation at Widnes Crematorium) – Mon-Fri	£ 35.00	£40.00
Scattering of remains when cremation has taken place At another crematorium – Monday to Friday	£130.00	£140.00

Scattering of remains not available on a Saturday

Casket – wooden	£ 58.00	£65.00
Aluminium	£ 35.00	£40.00
Small wooden (child)	£ 25.00	£30.00
Token box	£ 20.00	£20.00
Storage of cremated remains after one calendar month from date of cremation	£ 50.00	£60.00
Postage of cremated remains (by secure carrier)		£on application
Certified Extract from the Cremation Register	£ 35.00	£40.00
Civil Funeral Celebrant	£185.00	£185.00
<u>Plaques (10 year lease)</u>		
Bronze plaque	£205.00	£210.00
Renewal for further 10 years	£ 92.00	£100.00
Granite plaque on Planter – Four Seasons/ Runcorn Cemetery Sundial	£355.00	£360.00
Renewal for further 10 years	£133.00	£150.00
<u>Book of Remembrance</u>		
2 line entry	£ 86.00	£88.00
3 line entry	£112.00	£114.00
4 line entry	£140.00	£140.00
5 line entry	£166.00	£166.00
6 line entry	£193.00	£193.00
7 line entry	£220.00	£220.00
8 line entry	£247.00	£247.00
Flower designs	£ 70.00	£75.00
Other designs – new charge	£ 80.00	£85.00
<u>Memorial Cards</u>		
2 line entry	£ 36.00	£36.00
3 line entry	£ 47.00	£47.00
4 line entry	£ 59.00	£59.00
5 line entry	£ 71.00	£71.00
6 line entry	£ 83.00	£83.00
7 line entry	£ 95.00	£95.00
8 line entry	£106.00	£106.00
Flower design	£ 70.00	£75.00
Other designs – new charge	£ 80.00	£85.00
<u>Sanctum Vaults – new charges</u>		

10 year lease	£450.00	£460.00
Renewal for further 10 years	£225.00	£230.00

20 year lease	£650.00	£660.00
Renewal for further 20 years	£325.00	£330.00

(includes first placing of remains)
Monday to Friday (not available Saturday)

Placing 2 nd casket of remains Monday to Friday (not available Saturday)	£ 46.00	£50.00
--	---------	--------

Lettering, per letter	£ 3.40	£3.60
Small design	£ 64.00	£67.00
Large design	£ 86.00	£90.00
Photo tile (portrait – 1 person)	£125.00	£130.00
Photo tile (landscape – 2 persons)	£160.00	£170.00

NOTE: Charges for Book of remembrance entries, Memorial Cards, Benches, Plaques and lettering/designs to Vaults are subject to VAT

Proposed Outdoor Facility Charges

		2011/12	Proposed 2012/13
		£	£
Summer Games			
Bowling Green Hire	(Alternate weeks)	Free	Free
Winter Games			
Adult B/B Pitch Hire	(Alternate weeks)	400.00	500.00
Adult Casual Hire		90.00	120.00
Junior B/B Pitch Hire*	(Alternate weeks)	225.00	275.00
Mini Soccer B/B Hire*		155.00	200.00
Junior Casual Hire		40.00	60.00
Adult Baseball Field	(Annual)	1360.00	500.00
Junior Baseball Field*	(Annual)	680.00	750.00

Park Centres Room Hire Only**

Half Day Hire	40.00	50.00
Full Day Hire	80.00	100.00

Environmental Education

Halton Schools (per pupil)	0.50	1.00
Out of Borough Schools (per pupil)	4.00	5.00

Exhibition Unit Day Hire

In-house Service	350.00	400.00
Private Hire***	550.00	600.00

Event Equipment Hire (per day)

Pop Up Gazebo (3m x 3m)	New Charge	100.00
Walkie Talkies	New Charge	200.00
PA (Speakers, Amp, CD Player, Microphone)	New Charge	300.00

	2011/12	Proposed 2012/13
Bandstand Hire (by written request only)	New Charge	100.00
Fair and Circus Park Hire 6000 m ² ***		
Non Trading Days	0.37p per m ²	150.00 per day
Trading Days	0.72p per m ²	300.00 per day
Fair and Circus Park Hire 3000 m ² ***		
Non Trading Days	0.37p per m ²	100.00 per day
Trading Days	0.72p per m ²	200.00 per day

Large Commercial Events considered by application

Notes

* Presently provided Free of charge for junior competitive sport

** Wigg Island, Runcorn Hill, Phoenix Park, Spike Island, Pickerings Pasture, Victoria Park

*** Grass Area (Spike Island, Runcorn Town Hall Park, Heath Park)

**** Tarmac Area (Old Crosville Bus Depot Site)

Document is Restricted