

Meeting of:	Cabinet
Date of Meeting:	Monday, 22 February 2021
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	Vale of Glamorgan Council - Proposed Fees and Charges for 2021/2022
Purpose of Report:	To propose changes in service charges for functions managed by the Council in the following directorates for the financial year 2021/22: <ul style="list-style-type: none"> - Environment and Housing - Managing Director and Resources - Learning and Skills - Social Services
Report Owner:	Executive Leader and Cabinet Member for Performance and Resources
Responsible Officer:	Managing Director
Elected Member and Officer Consultation:	Directorate of Environment and Housing Services Directorate of Social Services Directorate of Resources Directorate of Learning and Skills Committee Reports Finance Equalities
Policy Framework:	This is a matter for Executive decision by Cabinet.
<p>Executive Summary:</p> <ul style="list-style-type: none"> • This report seeks Cabinet approval of fees and charges for The Vale of Glamorgan Council for 2021/22. • The proposed fees and charges contained in this report and associated appendices reflect an inflationary increase of 0.7% (September 2020 CPI) rounded to the nearest 10p. Some fees and charges have increased higher than inflation, remained the same or decreased to reflect the take up of services and the cost of delivery and rationale for doing so is outlined in the body of this report. • Scrutiny Committee (Corporate Performance & Resources) have considered this report and the views of the Committee will be reported to Cabinet when considering this report. 	

Recommendations

1. That Cabinet notes the contents of this report.
2. That Cabinet considers the views of the Scrutiny Committee (Corporate Performance & Resources) that will be reported to the meeting.
3. That Cabinet approve the proposals for amendments to fees and charges and associated policy and process changes as set out in this report and appendices to take effect from 1 April 2021.

Reasons for Recommendations

1. To make Cabinet aware of the proposed fees and charges for 2021/22.
2. To enable Cabinet to consider the views of the Scrutiny Committee when reaching a determination on these matters.
3. To obtain Cabinet's approval of the fees and charges proposed for 2021/22.

1. Background

- 1.1** In October 2017, Cabinet approved the Income Generation and Commercial Opportunities Strategy. The Strategy sets out that as public funding becomes increasingly constrained and under more intense scrutiny, greater emphasis has to be placed upon self-generated income and developing and presenting products and services that will resonate with paying customers. The Strategy is based around a series of strategic objectives, with associated policy principles. These objectives and principles are intended to ensure the consistent consideration and implication of income generation proposals.
- 1.2** The Council delivers a number of chargeable services. These charges are set on an annual basis and this report sets out proposals for changes to fees and charges (with associated policy/process changes) for the Council's four directorates: Environment and Housing, Managing Director and Resources, Learning & Skills and Social Services.
- 1.3** As revenue budgets have become more challenging in recent years and with the effects of the Covid-19 pandemic, income from fees and charges becomes ever more important as a way of sustaining priority services. The Council has a wide range of income sources that feed into its operational budgets and these include Welsh Government grants, income from external works, fines, and a number of fees and charges that are levied to the public and the commercial sector.
- 1.4** As part of the action plan to deliver the Income Generation and Commercial Opportunities Strategy, a review of all existing fees and charges has been undertaken. At times of financial pressure, there may be a temptation to propose high fee increases. However, this would not necessarily guarantee a

commensurate income increase across all areas, as patronage of certain services could reduce and/or be inconsistent with the Council's objectives.

- 1.5 This report sets out the proposed fees and charges for the range of services offered by the Council. Specific details are provided within the body of the report for Cabinet's consideration where there are significant changes to the fees and charges or associated policy/processes involved. The remaining fees and charges are detailed in the relevant appendices which show the current and proposed level of charges. It is recommended that unless mentioned in this report an increase of 0.7% (CPI September 2020) has been applied and rounded to the nearest 10p.
- 1.6 An Equalities Impact Assessment has been undertaken as part of the review of fees and charges and can be found in Appendix 5.
- 1.7 Scrutiny Committee (Corporate Performance & Resources) have considered the proposed fees and charges at a recent meeting and the views of the Committee will be reported at the Cabinet meeting to enable these views to be taken into consideration by Cabinet when reaching a decision on fees and charges.

2. Key Issues for Consideration

- 2.1 The proposed charges for services for 2021/22 are set out in the appendices as follows:

Appendix 1 - Environment and Housing

- 1a Neighbourhood Services
- 1b Engineering and Transportation
- 1c Porthkerry Cemetery

Appendix 2 - Managing Director and Resources

- 2a Registrars
- 2b Land Charges
- 2c Legal Services
- 2d Property Services
- 2e Human Resources
- 2f Cosmeston Lakes
- 2g Medieval Village
- 2h Porthkerry Country Park
- 2i Glamorgan Heritage Coast
- 2j Public Rights of Way
- 2k Reptile Translocation

Appendix 3 - Learning and Skills

- Adult Community Learning

Appendix 4 - Social Services

4a Internal Day Services

4b Telecare

- 2.2** To ensure that current charges reflect inflationary pressures, it is proposed to uplift the majority of service fees by the amounts contained within the attached appendices.
- 2.3** A number of charges are also proposed to be increased to better reflect the actual costs of service provision in a move towards full cost recovery which is one of the objectives of the Income Generation & Commercial Opportunities Strategy and to generate additional revenue where this is appropriate, and the analysis of demand suggests it is possible to do so. In some instances, this requires changes to the policy/processes involved and these are detailed below.

ENVIRONMENT AND HOUSING

Neighbourhood Services (Appendix 1a)

- 2.4** The majority of charges for Neighbourhood Services are proposed to increase in line with inflation (or slightly more reflecting take up of services and the cost of delivery). A small number of the fees and charges have remained the same as they are deposits paid by the customer which are later refunded.
- 2.5** The following describes changes to fees and charges and associated policies and processes where an alternative approach has been followed.

King Square

- 2.6** The cost of using King Square for commercial purposes is proposed to remain the same as 2020/21 as the charges were raised higher than inflation last year, which will hopefully result in the continued and strong demand for these facilities. As such, in addition to the changes to charges for King Square, work will continue to explore other ways of utilising King Square to generate revenue, **whilst at the same time contributing to increased footfall in the town centre**. Further proposals will be developed for consideration in due course.

Allotments

- 2.7** Cabinet endorsed the Allotments Strategy in March 2012. This strategy sets out the aim of working towards achieving full cost recovery for operating these facilities over time. This is also a policy principle contained in the Council's Income Generation and Commercial Opportunities Strategy which states, "the Council will work towards achieving full cost recovery unless it is determined there are legal, strategic, wellbeing, or contractual reasons for not doing so". No legal, strategic or contractual reasons have been identified for not moving towards full cost recovery in this area.

- 2.8** Allotments provide an opportunity for allotment holders to improve their well-being through exercise and the production of food. To balance the well-being benefits of allotments with the costs to the Council of operating these sites, it was recommended during 2019/20 that the price for allotments should increase over time towards full cost recovery and other means of delivery will also be explored. In 2020/21 there a higher than inflation increase, and this is also the recommendation for 2021/2022.

Dedications

- 2.9** Requests in relation to Dedication Benches in 2020/21 were steady and therefore it is recommended to increase bench plaques by the CPI rate rounded to the nearest 10p for 2021/22.
- 2.10** In addition, the price of Penarth Pier plaques is proposed to increase at a rate higher than inflation to reflect the continued and strong demand for the product. It is anticipated that should Cabinet agree the proposed fee increase, demand will not be negatively impacted and result in an overall reduction in income. This is consistent with the policy principle contained within the Income Generation and Commercial Opportunities Strategy.

Bulky Waste

- 2.11** It is proposed for Bulky waste fees to remain the same as 2020/2021. The Council's bulky item collection service currently costs £20 per three items. Additional items are charged at £5 each (up to a maximum of two items), and it is recommended this charge remains unchanged for 2021/22.

Commercial Waste

- 2.12** A review of the commercial waste charges was undertaken in 2018/19. For the service to remain competitive, it was recommended that Commercial Waste charges remain the same for 2020/21. To remain competitive, we only recommend the CPI increase for 2021/22. The service is currently under review, so any future changes will be made in line with this.

Replacement Keys

- 2.13** The Council currently levies a charge for the replacement of alley gate, allotment and slipway keys. It is proposed for these charges to remain the same in 2021/2022.

Beach Huts

- 2.14** It is proposed to increase the fees and charges in relation to the rental of beach huts at a rate higher than inflation to reflect the continued high demand for the service and the associated operational costs.

Advertising and Sponsorship

- 2.15** The Council's agreement for roundabout and boundary sign sponsorship terminated in February 2020 and as such the Council is now running the scheme in house. The fees proposed in relation to roundabout and boundary sign sponsorship are minimum fees to reflect the anticipated demand for these services to local businesses and in March 2020 Cabinet delegated authority to the Director of Environment and Housing to vary fee levels in appropriate circumstances in respect of roundabout advertising contracts. It is proposed that these fees remain unchanged as the in-house service is embedded.

Engineering and Transportation (Appendix 1b)

Car Parks

- 2.16** It is proposed car park charges remain as is at present due to the previously agreed changes by Cabinet associated with the Council wide review of car parking charges.

Transportation

- 2.17** It is proposed that fees are to remain unchanged to encourage use of these services in line with Council policy, it is proposed that all other fees and charges in this service area are to be increased in line with inflation rounded up to the nearest 10p.

Porthkerry Cemetery (Appendix 1c)

- 2.18** As in previous years, the charges proposed are those put forward by Barry Town Council who manage the Cemetery on the Council's behalf. The rates are in line with those charged by Barry Town Council at their cemetery in Barry.

MANAGING DIRECTOR AND RESOURCES

Registrars (Appendix 2a)

- 2.19** Details of the fixed fees charged by the Registration Service are set out in Appendix 2a. The figures for 2020/21 reflect the fixed fees which have applied, and which are charged in respect of the matters set out. The fixed fees will continue to apply for 2021/22 with a standard 0.7% increase rounded to the nearest 10p and will continue to be reviewed on an annual basis.

Land Charges (Appendix 2b)

2.20 Details of the fixed fees charged in relation to Land Charges are set out in Appendix 2b. As above, the figures for 2020/21 reflect the fixed fees which have applied, and which are charged in respect of the matters set out. The fixed fees will continue to apply for 2021/22 with a standard 5p increase applied to each element of the charge, due to them being such small component amounts. This will equate to an overall increase of £3.65 when compared with last year. As the effective rate of increase is approximately 2.7% it is suggested that the increase be for 2 years to justify the departure from using the corporate rate for the land charges increase.

Legal Services (Appendix 2c)

2.21 Within Legal and Democratic Services there are several chargeable services. In respect of Legal Services, numerous powers exist which permit charging pursuant to section 111 of the Local Government Act 1972 and powers under section 93 and 94 of the Local Government Act 2003 to charge for discretionary services on a cost recovery basis.

2.22 In addition, an officer delegation has been in place since 2003 for the setting and review of the legal fees payable to the Council.

2.23 In respect of routine and non-urgent matters standard fixed fee charges apply and include legal work relating to conveyancing transactions, leases and licenses, amongst other matters. If a matter charged at a fixed fee becomes protracted, unduly complicated, the right is reserved to charge at an hourly rate if charging a fixed fee would not result in the Council recovering its costs.

2.24 Non-fixed fee work is charged at an hourly rate and usually relates to more complex or urgent work under various legislation and can include public rights of way under the application legislation, development agreements, special events, highways work, under the applicable legislation and planning and associated work.

2.25 In addition, Legal services are provided under Service Level and other agreements by agreement between the service and the party to the agreement. Services provided under such agreements are charged at an hourly rate, which are determined by the level of seniority and qualification of the legal officer assigned to the work.

2.26 Details of the fixed fees charged by Legal Services are set out in Appendix 2c. The figures for 2020/21 reflect the fixed fees which have applied and which are charged in respect of the matters set out. The fixed fees will continue to apply for 2021/22 with a standard 0.7% increase rounded to the nearest 10p and will continue to be reviewed on an annual basis.

Property Services (Appendix 2d)

- 2.27** Details of the fixed fees charged by Property Services are set out in Appendix 2d. The figures for 2020/21 reflect the fixed fees which have applied, and which are charged in respect of the matters set out. The fixed fees will continue to apply for 2021/22 with a standard 0.7% increase rounded to the nearest 10p and will continue to be reviewed on an annual basis.

Human Resources (Appendix 2e)

- 2.28** Appendix 2e outlines the fees levied in Human Resources in respect of DBS checks and payroll for external organisations.
- 2.29** For DBS checks it is proposed the fee remains at £16. The service has made no change to this charge in previous years and the charge continues to cover the administration cost fully in relation to DBS umbrella body checks.
- 2.30** In relation to the Payroll Bureau Service for External Organisations, it is proposed that the fee is increased in line with the suggested inflationary increase of 0.7%.

Countryside Services

- 2.31** Appendices 2f to 2k relate to Countryside Services. The 20% discount previously offered to all Vale of Glamorgan Council departments (including schools), non-profit-making community uses and charitable organisations, specifically in relation to the hiring of space at all Countryside Service locations will remain unchanged ensuring that services can still be provided in a sustainable manner whilst offering continued value to these organisations. This reflects the scarcity of resources and the need to fund the costs of providing these non- statutory facilities.

Cosmeston Lakes (Appendix 2f)

- 2.32** Charges remain unchanged to reflect current market trends and to reflect the impact COVID 19 has had on user groups, whilst reflecting the take up of services and cost of delivery. This approach will reflect the true value of the unique facility and recognise the need to recover costs incurred to sustain the operation of the country parks.

Cosmeston Medieval Village (Appendix 2g)

- 2.33** Appendix 2g shows that prices have remained the same to reflect market value. The site has had to remain closed during COVID 19 restrictions, affecting bookings and future events such as weddings. Ensuing that charges remain unchanged will help build confidence with potential user groups and organisations.

Porthkerry Country Park (Appendix 2h)

- 2.34** For Porthkerry Country Park the prices reflect those of Cosmeston. Charges remain unchanged to reflect current market trends and to alleviate the impact COVID 19 has had on user groups whilst reflecting the take up of services and cost of delivery.
- 2.35** Established car park charges are not proposed to be increased this year. Currently, car parking is only charged in peak season on weekends/bank holidays, to raise sufficient income to cover traffic management.
- 2.36** However, the Council's Car Parking Strategy has been adopted and car park charges levied at Porthkerry Country Park will be addressed accordingly when implemented.

Glamorgan Heritage Coast Project (Appendix 2i)

- 2.37** Proposed charges for the Glamorgan Heritage Coast project are set out in Appendix 2i, which are unchanged and in line with the Country Parks.

Public Rights of Way (Appendix 2j)

- 2.38** For Public Rights of Way, proposed charges are set out in Appendix 2k, which remain unchanged as set charges were recently introduced and the market is being gauged.

Translocation of protected species (Appendix 2k)

- 2.39** For translocation of protected species, the proposals set out in Appendix 2k, which remain unchanged as set charges were recently introduced and the market is still being gauged.
- 2.40** The proposals will enable the Country Parks to plan for the future management of the sites in a sustainable manner in times of reduced funding.
- 2.41** Saving targets for the Countryside Service include the generation of additional income and these proposals seek to raise income from users of services which require resources to maintain and/or deliver, in a fair and balanced way, whilst also maintaining viable competitive services and attracting visitors and tourists as appropriate.

LEARNING AND SKILLS

Adult Community Learning (Appendix 3)

- 2.42** The Council delivers a number of chargeable services through Adult Community Learning (ACL).

- 2.43** Fees are remaining the same this year to encourage learners to continue with online learning, support learners back to the classroom and implement the removal of the concession fee which was planned for September 2020.
- 2.44** The concession fee was removed for September 2020 however this was not noticed as many learners transferred fees from the previous term due to COVID refunds. The number of enrolments for the Vale Courses programme has been affected by the pandemic. Therefore, the rationale behind affordable fees is to encourage learners to return in September 2021.

SOCIAL SERVICES (Appendix 4)

- 2.45** The Social Services and Well-Being (Wales) Act 2014 ('the Act') came in to force on 6th April 2016. It provides the statutory framework to deliver the Welsh Government's commitment to focus on well-being, rights and responsibilities. It brought together in to a single piece of legislation local authorities' duties and functions in relation to improving the well-being of adults who need care and support and adult carers who need support.
- 2.46** The Act provides for a single legal framework for charging adults for care and support and for charging carers for support.
- 2.47** In addition, a Code of Practice (Parts 4 & 5 Charging for Financial Assessment) ('the Guidance') was issued under S145 of the Act. When carrying out their social services functions, local authorities must act in accordance with any requirements and have regard to any guidelines contained in the Guidance.
- 2.48** The Council delivers several chargeable services through the Directorate of Social Services, the majority of which fall under the requirements of the Act e.g. maximum charges for non-residential care, assessed charges for residential and nursing care, day services and telecare services.
- 2.49** The department has a wide range of income sources that feed into its operational budgets and these include ICF grant funding and Delivering Transformation grant funding. It is anticipated the proposed increase in fees will affect a small number of service users i.e. those who currently receive services that cost less than their assessed weekly charge, or those who receive only preventative services that are charged at a weekly flat rate. It will, however, increase the amount of income that can be recharged for joint funded packages of care i.e. those funded by both Social Services and the Health Board.
- 2.50** The Act cautions against the imposition of charges that may deter people from agreeing to the provision of services. In addition, the Act seeks to encourage the use of preventative services, and any charges would need to take this consideration into account.
- 2.51** In reviewing the fees and charges for Social Services, the following objectives and policy principles contained within the Income Generation and Commercial

Opportunities Strategy have been considered and the following principles relate to the proposals contained in this report:

- 2.52** The Council will ensure that charging is considered where a legal power exists (or no legal barrier preventing it) to do so.
- 2.53** The Council will ensure that debt recovery procedures are followed in line with the Social Services Debt Recovery Policy.
- 2.54** The Council will ensure that any impact on demand is used to consider the level at which fees and charges are set when introducing or modifying fees and charges.
- 2.55** The Council will ensure that actions taken with regards to income generation and commercial opportunities are consistent with corporate strategies. These include the well-being outcomes, objectives and overall vision and values of the Council as set out in the Corporate Plan, the Council's Medium-Term Financial Plan and in the delivery of the Reshaping Services Programme, as well as other corporate planning documents.
- 2.56** To ensure that current costs reflect inflation (0.7% (CPI) for October 20), it is proposed to uplift most service fees by the amounts shown on the attached appendices.
- 2.57** The proposed charges for services for 2021/22 are set out in the appendices as follows:

Appendix 4a: Internal Day Services

Appendix 4b: Telecare

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1** It is necessary to review fees on an annual basis to ensure the continuation of services in light of increasing costs. It is particularly important this year, with the Council and communities feeling the impact of the Covid-19 pandemic. This is undertaken in the context of the Wellbeing of Future Generations Act which requires the Council to consider five ways of working when making decisions. Thinking to the longer-term is a key consideration when setting fees and charges, to minimise the impact on the Council's ability to provide services in the future that the current budgetary pressures present. The proposals also seek to further the Council's Well-being Outcomes contained within the Corporate Plan. Fees and charges have been proposed to further these objectives, within the context of the financial cost of doing so. There are no specific climate change implications arising from the fee increases proposed.

4. Resources and Legal Considerations

Financial

- 4.1** The fee increases outlined in this report assist in reducing to the budgetary pressures within the Directorates.

Employment

- 4.2** There are no employment implications arising from the proposals in this report.

Legal (Including Equalities)

- 4.3** Under relevant legislation the Council is permitted to charge for certain services it provides. Full details of the relevant legislation on fees and charges is contained in the Income Generation and Commercial Opportunities Strategy.
- 4.4** An equal opportunity scoping assessment has been undertaken and shows that there are no unacceptable adverse effects on the protected characteristics identified by the assessment. It is also considered that the charges proposed will not preclude any sectors of the community from accessing the services provided.

5. Background Papers

None.

Appendix 1a
NEIGHBOURHOOD SERVICES - SERVICE CHARGES

Where applicable, VAT will be charged at the current rate

Description	Comments	2020 / 2021	2021 / 2022
FOOTBALL AND RUGBY			
Senior			
Hire of pitch and changing facilities	Per match	£55.60	£56.00
Hire of pitch	Per match	£42.00	£42.30
Hire of pitch and changing facilities (coaching day)	Per day	£81.90	£82.50
For games organised through the Vale of Glamorgan League		£49.40 (Maximum charge to club)	£50.09 (Maximum charge to club)
		£45.20	£45.84
Youth			
Hire of pitch and changing facilities	Per match	£32.50	£32.70
Hire of pitch	Per match	£22.10	£22.30
Hire of pitch and changing facilities (coaching day)	Per day	£81.90	£82.50
Junior (U12/U11 - 9v9) (U16/U15/U14/U13)			
Hire of pitch and changing facilities	Per match	£11.60	£11.70
Hire of pitch	Per match	£7.40	£7.50
Hire of pitch and changing facilities (coaching day)	Per day	£81.90	£82.50
Minis			
Hire of pitch	Per game	No charge for grass pitch	No charge for grass pitch
Changing facilities (1 team)		£11.60	£11.70
Changing facilities (up to 5 mini age groups)	Per morning	£19.00	£19.10
Hire of pitch and changing facilities (coaching day)	Per day	£81.90	£82.50
Wick Changing Pavilion			
Changing rooms and showers - senior	Per match	£22.10	£22.30
Changing rooms and showers - juniors	Per match	£11.60	£11.70
Additional charge for use of hall and kitchen	Per match	£11.60	£11.70
General meetings and occasional hiring's (including fund raising events)	For first hour	£10.60	£10.70
	For every subsequent hour	£8.40	£8.50
Children's parties and other junior social events		£26.20	£26.40
Concessionary rate (less than 4 hours) i.e. OAP, junior and educational classes		£12.60	£12.70
All day bookings (all day use of the whole pavilion)	Per day	£59.90	£60.30
Hire of pitch and changing facilities (coaching day)	Per day	£81.90	£82.50
Lacrosse			
Hire of pitch and changing facilities	Per match	£59.90	£60.30
Schools	Per match	£29.40	£29.60
Hire of pitch and changing facilities (coaching day)	Per day	£81.90	£82.50
Cricket - without attendant			
Hire of pitch (weekday)	Per match	£57.80	£58.20
Hire of pitch (midweek evening)	Per match	£49.30	£49.70
Hire of pitch (Saturday)	Per match	£63.10	£63.50
Hire of pitch (Sunday)	Per match	£86.10	£86.70
Youth cricket	Per am / pm	£14.80	£14.90
Schools	Per am / pm	£43.10	£43.40
Deposit returnable for keys		£101.70	£100.00
Allotments			
Barry / Rhoose	Per 25.3m2 (1 perch)	£6.30	£6.50
Cowbridge	Per 25.3m2 (1 perch)	£13.70	£14.00
JENNER PARK			
Existing users			
Barry Town United AFC First Team - Full Pitch	Per hour (excl lighting)	£36.80	£37.10
Barry Town United AFC First Team - Half	Per hour (inc reduced lights)	£24.20	£24.40
Barry and Vale Harriers	Per hour (inc reduced lights)	£24.20	£24.40
Intersensory Cycle Club	Free	Free	Free
Hire fees			
Full Pitch - Football	Per Hour (excl. lights)	£73.50	£74.00
Half Pitch - Football	Per Hour (excl. lights)	£45.20	£45.50
Schools Use of Jenner Park for Sports Days			
Junior Schools - Vale		£75.00	£75.50
Senior Schools - Vale		£110.00	£110.80
Athletic Track	Per hour (inc. reduced lighting when required)	£86.10	£86.70
Commercial Hire		By negotiation	
Lighting Charges			
Full Lighting (per hour)	Per hour	£34.70	£35.00
Reduced Lighting (per hour)	Per hour	£8.40	£8.50
KINGS SQUARE			
Comments			
Local or National charities	Hiring organisations to ensure all statutory permissions have been obtained at hirers cost.	By negotiation	By negotiation
Car Companies	Single pitch either sharing the square with other local or national charities or other commercial users. Hiring organisation to ensure all statutory permissions have been obtained at hirers cost. (Minimum Fee)	£300.00	£300.00

Other Commercial organisations	Single pitch either sharing the square with other local or national charities or other commercial users. Hiring organisation to ensure all statutory permissions have been obtained at hirers cost. (Minimum Fee)	£210.00	£210.00
FITNESS CLASSES IN PARKS			
	Comments	2020 / 2021	2021 / 2022
		Licence fee by negotiation	Licence fee by negotiation
DEDICATION BENCHES			
	Comments	2020 / 2021	2021 / 2022
Shared Bench	Max 3 plaques per shared bench. Price is per plaque	£203.50	£205.00
Exclusive Bench	Single plaque	£508.50	£512.00
Placement of a new bench on existing plinth	With a single plaque. From £1025 based on style	£1,017.00	From £1025
DEDICATION TREES			
	Comments	2020 / 2021	2021 / 2022
Dedication Tree	No plaques permitted , From £320	£315.50	From £320.00
Pier Plaques			
	Comments	2020 / 2021	2021 / 2022
Small Pier Plaque	100mm x 12mm. (Max 20 Characters including spaces)	£60.00	£65.00
Large Pier Plaque	100mm x 36mm (Max 60 Characters including spaces)	£100.00	£105.00
HIGHWAYS			
Café Style Licences to trade on the highway			
1 – 2 tables with up to 8 chairs / seats	Annual Charge (Was 3 years)	£497.50	subject to a separate report to be considered by Cabinet
3 – 4 tables with up to 16 chairs / seats	Annual Charge (Was 3 years)	£497.50	
5 -10 tables with up to 40 chairs / seats	Annual Charge (Was 3 years)	£497.50	

11+ tables with over 40 chairs / seats	Annual Charge (Was 3 years)	£497.50	
Outside trading area for the sale of goods: Outside trading area to be no greater than 10 square metres on the adopted footway.	Comments	2020 / 2021	2021 / 2022
Under 5 square metres	Annual Charge	New Charge	subject to a separate report to be considered by Cabinet
Over 5 square metres but no greater than 10 m2	Annual Charge	New Charge	
A frame advertising board:	An application for A frame advertising board with a maximum of two advertising boards per business. Annual Charge	New Charge	
Street Works Licence	For each 150 metre length of highway	£464.00	£467.30
Crane working on Highway, without the requirement of Traffic Management	Per day if no traffic management is required	£55.60	£56.00
Temporary Traffic Order		£537.40	£541.20
Emergency or 5 Days Order		£451.20	£454.40
Unauthorised skip / scaffolding / container on the highway	(plus the relevant permit charge) each occurrence for an unauthorised skip / scaffolding	£100.00	£100.70
Charge for return of illegal banners removed from public highway	Each Banner	£100.00	£100.70
Replacement of alley gate key (lost or damaged)	Per key	£20.00	£20.00
Replacement of allotment key (lost or damaged)	Per key	£20.00	£20.00
Canopy, structure or sign overhanging the highway; (Section 177 Highway Act)		£85.00	£85.60
New crossovers		£215.00	£215.00
Widen existing crossovers		£215.00	£215.00
Making excavation in the highway licence Section 171 HA 180	For each 150 metre length of highway	£459.80	£463.00
Crane 'Sail over Highway' licence	each licence	£105.00	£105.70
Skip on the Highway Permit	per month	£61.00	£61.40
Container on the Highway Permit	per month	£101.70	£102.40
Scaffolding on the Highway Permit	per month	£101.70	£102.40
Hoarding on the Highway Permit	per month	£101.70	£102.40
Highways – under line 152 – suggested additional charges for temporary signs:-			
Temporary Events signing on highway (max number 10) – Assessment fee	Max 10	£75.00	£75.00
Temporary Events signing on highway (exceeding 10) – Assessment fee £150	Exceeding 10	£150.00	£150.00
Temporary directional signing to new development for up to 6 months (per 5 no. signs) – Assessment fee £75	6 months	£75.00	£75.00
Temporary directional signing to new development 6 month extension (per 5 no. signs) - Assessment fee £75	Additional 6 Months	£75.00	£75.00
Sponsorship			
	Comments	2020 / 2021	2021 / 2022
Roundabout - Bronze	Min Annual Charge	£2,000.00	£2,000.00
Roundabout - Silver	Min Annual Charge	£3,000.00	£3,000.00
Roundabout - Gold	Min Annual Charge	£4,000.00	£4,000.00
Gateway Sign - Platinum	Min Annual Charge	£5,000.00	£5,000.00
Commercial Waste Charges			
	Comments	2020 / 2021	2021 / 2022
Per 25 sack bundle		£107.40	£108.20
Per 250 sack bundle		£1,073.30	£1,080.80
Plastic wheeled bins			
140L - Emptying charge		£5.50	£5.50
140L - Leasing charge	Weekly charge	£1.70	£1.70
240L - Emptying charge		£10.40	£10.50
240L - Leasing charge	Weekly charge	£1.90	£1.90
360L - Emptying charge		£14.70	£14.80
360L - Leasing charge	Weekly charge	£2.30	£2.30
660L - Emptying charge		£26.40	£26.60
660L - Leasing charge	Weekly charge	£4.10	£4.10
1100L - Emptying charge		£36.80	£37.05
1100L - Leasing charge	Weekly charge	£5.70	£5.70
Steel Wheeled Bins			
500L - Emptying charge		£19.60	£19.75
500L - Leasing charge	Weekly charge	£3.30	£3.30
660L - Emptying charge		£26.40	£26.60
660L - Leasing charge	Weekly charge	£5.20	£5.20
1100L - Emptying charge		£36.80	£37.10
1100L - Leasing charge	Weekly charge	£5.50	£5.50
1280L - Emptying charge		£39.90	£40.20
1280L - Leasing charge	Weekly charge	£6.20	£6.20
Charge for servicing any wheeled bin identified above that adopts a compaction system for handling residual waste		All prices identified above are doubled	All prices identified above are doubled

Commercial Recycling Charges			
Commercial Recycling Sack Charges	Comments	2020 / 2021	2021 / 2022
Per 25 sack bundle		£36.20	£36.50
Per 250 sack bundle		£361.20	£363.70
Commercial Biodegradable Food Waste Bags			
Pack of 50 Biodegradable sacks to fit a 5L kitchen caddy	Additional Liners	£2.00	£2.00
Pack of 25 Biodegradable sacks to fit a 23L kerbside caddy	Additional Liners	£3.00	£3.00
Pack of 20 Biodegradable sacks to fit a 70L bin	Additional Liners	£4.70	£4.70
Plastic Wheeled bins for Dry Recycling			
140L - Emptying charge		£2.00	£2.00
140L - Leasing charge	Weekly charge	£0.60	£0.60
240L - Emptying charge		£3.60	£3.60
240L - Leasing charge	Weekly charge	£0.70	£0.70
360L - Emptying charge		£5.00	£5.00
360L - Leasing charge	Weekly charge	£0.80	£0.80
660L - Emptying charge		£8.90	£9.00
660L - Leasing charge	Weekly charge	£1.40	£1.40
1100L - Emptying charge		£12.50	£12.60
1100L - Leasing charge	Weekly charge	£2.00	£2.00
Steel Wheeled bins for Dry Recycling			
500L - Emptying charge		£6.70	£6.80
500L - Leasing charge	Weekly charge	£1.20	£1.20
660L - Emptying charge		£8.90	£9.00
660L - Leasing charge	Weekly charge	£1.80	£1.80
1100L - Emptying charge		£12.50	£12.60
1100L - Leasing charge	Weekly charge	£1.90	£1.90
1280L - Emptying charge		£13.50	£13.60
1280L - Leasing charge	Weekly charge	£2.20	£2.20
Plastic Wheeled bins for Food Waste			
23L - Emptying charge	Bin liners included for the service purchased. Charge for additional liners if required.	£2.20	£2.20
23L - Leasing charge	Weekly charge	£0.30	£0.30
80L - Emptying charge	Bin liners included for the service purchased. Charge for additional liners if required.	£3.80	£3.80
80L - Leasing charge	Weekly charge	£0.50	£0.50
140L - Emptying charge	Bin liners included for the service purchased. Charge for additional liners if required.	£4.00	£4.00
140L - Leasing charge	Weekly charge	£0.50	£0.50
240L - Emptying charge	Bin liners included for the service purchased. Charge for additional liners if required.	£7.20	£7.30
240L - Leasing charge	Weekly charge	£0.60	£0.60
360L - Emptying charge	Bin liners included for the service purchased. Charge for additional liners if required.	£10.00	£10.10
360L - Leasing charge	Weekly charge	£0.80	£0.80
Plastic Wheeled bins for Green Waste			
140L - Emptying charge		£2.00	£2.00
140L - Leasing charge	Weekly charge	£0.60	£0.60
240L - Emptying charge		£3.60	£3.60
240L - Leasing charge	Weekly charge	£0.70	£0.70
360L - Emptying charge		£5.00	£5.00
360L - Leasing charge	Weekly charge	£0.80	£0.80
Segregated Recycling			
90l Bag	Weekly charge, Service only available in source segregated areas. Phase 1 & 2	£1.50	£1.50
35l Glass Container	Weekly charge, Service only available in source segregated areas. Phase 1 & 2	£1.50	£1.50
45l Bag	Weekly charge, Service only available in source segregated areas. Phase 1 & 2	£1.00	£1.00
Charge for servicing any wheeled bin identified above that adopts a compaction system for handling residual waste		All prices identified above are doubled	All prices identified above are doubled
Replacement Charge for Duty of Care Note Documentation		£16.50	£16.60
Domestic Recycling Services			
	Comments	2020 / 2021	2021 / 2022
Sale re-usable 90L green polypropylene handled sacks for garden waste		£2.00	£2.00
40L / 44L Recycling Box Net Cover		£0.00	£0.00
Sale Re-usable 90L blue polypropylene handled sacks with Velcro strap (per bag)		£0.00	£0.00
40L / 44L Recycling box		£0.00	£0.00

5L Kitchen Caddy		£0.00	£0.00
35 Glass Container		£0.00	£0.00
90l Blue Recycling Bag		£0.00	£0.00
90L Orange Bag		£0.00	£0.00
90l Blue Recycling Bag for Flats		£0.00	£0.00
45l White Paper Bag		£0.00	£0.00
23L Kerbside Caddy		£0.00	£0.00
Hygiene Caddy		£2.00	£2.00
Kitchen Caddy liner bags per roll		£0.00	£0.00
Blue dog poo bags pack of 100	includes VAT at 20%	£2.00	£2.00
Domestic Waste Collection Services for Bulky Household Goods	Comments	2020 / 2021	2021 / 2022
Bulky household goods (up to a max no.3 items) at the kerbside	Up to 3 items	£20.00	£20.00
Bulky household goods (up to a max no. 5 items) at the kerbside	Charge for an additional item (up to a maximum of 2 additional items)	£5.00	£5.00
Administration charge for issuing a HWRC van and/or trailer permit	Per permit	£15.00	£15.00
Coastal Management Charges			
	Comments	2020 / 2021	2021 / 2022
Docking charges for Waverly and Balmoral (Penarth Pier) Within normal working hours		£20.50	£20.50
Slipway Permits			
Slipway Permits for domestic and pleasure (Sully, Penarth & Watch Tower Bay)	Annual Charge	£56.90	£57.30
Slipway Permits for commercial use (Sully & Penarth)	Annual Charge	£123.10	£124.00
Replacement or additional slipway keys		£20.00	£20.00
Beach Hut Booking Fees	Comments	2020 / 2021	2021 / 2022
Summer Season 1st April - 31st October			
Large Beach Hut - Full Day 10am-8pm		£32.00	£32.50
Large Beach Hut - Half Day 2pm-8pm		£16.00	£16.50
Small Beach Hut - Full Day 10am-8pm		£18.50	£19.00
Small Beach Hut - Half Day 2pm-8pm		£11.00	£11.50
Winter Season 1st November - 31st March			
Large Beach Hut - Full Day 10am-8pm		£11.00	£11.50
Small Beach Hut - Full Day 10am-8pm		£6.00	£6.25
Annual Pass 1st April - 31st March			
Large Beach Hut		£750.00	£760.00
Small Beach Hut		£550.00	£560.00
Filming on Highways	Comments	2020 / 2021	2021 / 2022
Full Day		£300 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£300 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required
Per Hour		£76.50	£77.00
Filming within Resorts	Comments	2020 / 2021	2021 / 2022
Full Day		£400 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£400 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required
Per Hour		£101.70	£100.00
Filming within Car Parks	Comments	2020 / 2021	2020 / 2021

Full Day		£300 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£300 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required
Per Hour		£75 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£75 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required
Filming within Parks and Grounds	Comments	2020 / 2021	2021 / 2022
Full Day		£350 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£350 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required

Per Hour		£100 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£100 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required
Commercial Photo Shoot	Comments	2020 / 2021	2021 / 2022
Full Day		£550 - £1200 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£550 - £1200 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required
Per Hour		£85 - £150 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£85 - £150 *Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required

APPENDIX 1b

ENGINEERING - SERVICE CHARGES			
Where applicable, VAT will be charged at the current rate.			
	Comments	2020 / 2021	2021 / 2022
Coastal car parks from 15 March to 30 September:			
Harbour Rd & Nell's Point, Barry before 4pm			
Cars (0 - 1 hour)		£1.00	£1.00
Cars (1 + hours)		£6.00	£6.00
Coaches		£12.00	£12.00
Harbour Rd & Nell's Point, Barry after 4pm			
Cars (0 - 7 hour)		N/A	
Cars (0 - 1 hour)		£1.00	£1.00
Cars (1 + hours)		£3.00	£3.00
Coaches		£6.00	£6.00
Off Season Charge Rate 1st October - 14 March	Comments	2020 / 2021	2021 / 2022

Harbour Rd & Nell's Point, Barry			
Cars (0 - 1 hour)		£1.00	£1.00
Cars (1+ hours)		£3.00	£3.00
Coaches		£6.00	£6.00
Coastal car parks (No Seasonal Variation)	Comments	2020 / 2021	2021 / 2022
Brig-Y-Don, Ogmere By Sea, Rivermouth, Ogmere By Sea, Cymlau, Southerndown Before 4pm			
Cars (0 - 1 hour)		£1.00	£1.00
Cars (1+ hours)		£6.00	£6.00
Coaches		£12.00	£12.00
Brig-Y-Don, Ogmere By Sea, Rivermouth, Ogmere By Sea, Cymlau, Southerndown After 4pm			
Cars (0 - 7 hour)		N/A	
Cars (0 - 1 hour)		£1.00	£1.00
Cars (1+ hours)		£3.00	£3.00
Coaches		£6.00	£6.00
H Bar Markings Administration and Works Cost	(Free for disabled drivers)	£279.50	£281.50
Traffic Counts - supply of existing data	for copy of data already held. Any additional work to be charged on a time charge basis to be agreed with applicant	£167.00	£170.00
Traffic Counts - obtaining new data		£500.00	£510.00
Permanent Traffic Order	Change Per Committee Report	£3,525.00	£3,550.00
Supply of Accident Data	(where permitted by copyright) For copy of data already held. Any additional work to be charged on a time charge basis to be agreed with applicant.	£166.90	£168.10
Adoption / Search Requiring A4 Plan		£22.10	£22.30
Complex Search		£72.50	£75.00
House Name Change		£101.70	£103.00
Proof of Address Letter		£25.40	£25.60
Change of existing street name	Once agreed by all residents	£100 for the process plus £25 per house on street	£105 for the process plus £27.50 per house on street
Street Name / Number Redraw		£2,134.00	£2,150.00
Technical Approval of Highway Structures	Value shown in a minimum. Any additional work to be charged on a time charge basis to be agreed with applicant	£331.80	£335.00
Tourism Sign Design, Cost Estimate, Manufacture and Erection	Non-refundable charge to prepare design and provide cost estimate. Any additional work to be charged on a time charge basis agreed with applicant. Manufacture and erection costs as agreed with applicant	£279.30	£282.00
Transportation	Comments	2020 / 2021	2021 / 2022
School Transport - Fare Paying Services			
Single Journey		£1.00	£1.00
Return Journey		£2.00	£2.00
Annual Travel Pass		£305.00	£305.00
Monthly Travel Pass (on agreement with operator)		£30.50	£30.50
School Transport - Contracted Mainstream Services			
Replacement Bus Pass		£10.00	£10.00
Annual Travel Pass (where available)		£305.00	£305.00

Proposed Prices for Porthkerry Cemetery 2021 / 2022

BARRY TOWN COUNCIL - CYNGOR TREF Y BARRI.

<u>Exclusive Right of Burial</u>	<u>2020 / 2021</u>			<u>Proposed 2021 / 2022</u>		
In any earthen grave 7' x 4' (70 years)			£512			£522
In any earthen cremated remains grave 4' x 3' (70 years)			£269			£274
<u>Interment Fees</u>						
In Graves for which an Exclusive Right of Burial has been granted.						
For an interment in an earthen grave.	1 Depth	2 Depth	3 Depth	1 Depth	2 Depth	3 Depth
Below Eighteen Years (Charged to WG MOU)	£379	£560	£765	£387	£571	£780
Eighteen years and over	£505	£710	N/A	£515	£724	N/A
For any interment of cremated remains in any earthen grave.			£268			£273
For every 1 inch or part thereof in width excavated for a grave which is to admit a coffin or casket having a greater width than 2' 6".			£72			£73
Cancellation Fee - 50% of original fee (For re-opened graves only).						
To provide a test dig for one depth			£260			£265
To provide a test dig for two depth			£366			£373
<u>Memorial Fees</u>						
For the right to erect any monument, not exceeding 4' high x 3' wide, on a full grave where an Exclusive Right of Burial has been granted:			£215			£223
For the right to erect any monument, not exceeding 2' 3" high x 2' wide, on a cremated remains grave where an Exclusive Right of Burial has been granted:			£182			£189
For the right to erect a tablet, not exceeding 18" x 12", on any grave where an Exclusive Right of Burial has been granted:			£137			£142
To carry out any additional inscription in relation to any form of memorial.			£92			£96
<u>Other</u>						
Search for, and a certified copy of an entry of burial in the register books.			£11			£11
Providing a duplicate burial deed.			£11			£11
For the assignment (transfer) of the Exclusive Right of Burial (Production of 'sealed' copy of Probate and no further assent).			£21			£21
For the assignment (transfer) of the Exclusive Right of Burial via a Statutory Declaration or further assent.			£32			£32
For the exhumation of human remains from an earthen grave.			£1,227			£1,227
For the exhumation of an urn containing cremated remains from any grave.			£303			£303
Capping fee for any earthen grave.			£192			£192

NON RESIDENTS OF THE VALE OF GLAMORGAN ARE SUBJECT TO TRIPLE FEES ON ALL OF THE ABOVE. THIS MAY BE WAIVED AT THE DISCRETION OF THE CHIEF OFFICER / DEPUTY CHIEF OFFICER IN RELATION TO FORMER RESIDENTS OF THE VALE OF GLAMORGAN

Appendix 2a

Registrars Fees - proposed increase for 2021/22

Premises	Day	20/21 Fees	21/22 Fee (est)
De-Comms Rooms	Monday to Thursday	151.50	152.60
Approved Premises	Monday to Thursday	421.00	423.90
De-Comms Rooms	Friday	192.90	194.30
Approved Premises	Friday	447.50	450.60
De-Comms Rooms	Saturday	183.10	184.40
Approved Premises	Saturday	452.60	455.80
Approved Premises	Sunday & Bank Holiday	493.20	496.70

PLANNING AND BUILDING REGULATIONS

1.1. Decisions and Pending Applications

Which of the following relating to the property have been granted, issued or refused or (where applicable) are the subject of pending applications:

- (a) a planning permission
- (b) a listed building consent)
- (c) a conservation area consent
- (d) a certificate of lawfulness of existing use or development
- (e) a certificate of lawfulness of proposed use or development

- (f) a certificate of lawfulness of proposed works for listed buildings

- (g) a heritage partnership agreement

- (h) a listed building consent order

(i) a local listed building consent order

(j) building regulations approval

(k) a building regulation completion certificate and

(l) any building regulations certificate or notice issued in respect of work carried out under a competent person self-certificate scheme?

1.2. Planning Designations and Proposals

What designations of land use for the property or the area, and what specific proposals for the property, are contained in any existing or proposed development plan ?

2. ROADS AND PUBLIC RIGHTS OF WAY

2.1 Which of the roads, footways and footpaths named in the application for this search (via boxes B and C) are:

(a) highways maintainable at public expense;

(b) subject to adoption and, supported by a bond or bond waiver

(c) to be made up by a local authority who will reclaim the cost from the frontagers;

Fees 2020/21	Proposed Fees 2021/22
£3.70	£3.75
£3.70	£3.75
£3.70	£3.75
£3.70	£3.75
£3.70	£3.75
N/A – English Legislation	
£3.70	£3.75
N/A – English Legislation	
N/A – English Legislation	
£2.00	£2.05
£2.00	£2.05
£2.00	£2.05
£4.00	£4.05
£2.00	£2.05
£2.00	£2.05
£2.00	£2.05

(d) to be adopted by a local authority without reclaiming the cost from the frontagers ?

PUBLIC RIGHTS OF WAY

2.2 Is any public right of way which abuts on, or crosses the property, shown on a definitive map or revised definitive map?

2.3 Are there any pending applications to record a public right of way that abuts, or crosses the property, on a definitive map or revised definitive map?

2.4 Are there any legal orders to stop us, divert, alter or create a public right of way which abuts, or crosses the property not yet implemented or shown on a definitive map?

2.5 If so, please attach a plan showing the approximate route.

OTHER MATTERS

Apart from matters entered on the registers of local land charges, do any of the following matters apply to the property? If so, how can copies of relevant documents be obtained?

3.1. Land Required for Public Purposes

Is the property included in land required for public purposes?

3.2. Land to be Acquired for Road Works

Is the property included in land required for road works?

3.3. Drainage Matters

(a) Is the property served by a sustainable urban drainage system (SuDs)?

(b) Are there SuDs features within the boundary of the property? If yes is the owner responsible for maintenance?

(c) If the property benefits from a SuDs for which there is a charge, who bills the property for the surface water drainage charge?

3.4 Nearby Road Schemes

Is the property (or will it be) within 200 metres of any of the following:-

(a) the centre line of a new trunk road or special road specified in any order, draft order or scheme;

(b) the centre line of a proposed alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway,

(c) the outer limits of construction works for a proposed alteration or improvement to an existing road, involving (i) construction of a roundabout (other than a mini roundabout); or (ii) widening by construction of one or more additional traffic lanes;

£2.00	£2.05
£2.00	£2.05
£2.00	£2.05
£2.00	£2.05
£4.60	£4.65
£2.00	£2.05
£1.00	£1.05
£1.30	£1.35
£1.30	£1.35
£1.30	£1.35
£1.00	£1.05
£1.00	£1.05
£1.00	£1.05
£1.00	£1.05

3.7. Outstanding Notices

Do any statutory notices which relate to the following matters subsist in relation to the property other than those revealed in a response to any other enquiry in this form?

- (a) building works
- (b) environment
- (c) health and safety
- (d) housing
- (e) highways
- (f) public health
- (g) flood and coastal erosion risk management

3.8. Contravention of Building Regulations

Has a local authority authorised in relation to the property any proceedings for the contravention of any provision contained in Building Regulations?

3.9. Notices, Orders, Directions and Proceedings under Planning Acts

Do any of the following subsist in relation to the property, or has a local authority decided to issue, serve, make or commence any of the following;

- (a) an enforcement notice;
- (b) a stop notice;
- (c) a listed building enforcement notice;
- (d) a breach of condition notice;
- (e) a planning contravention notice;
- (f) another notice relating to breach of planning control;
- (g) a listed building repairs notice;
- (h) in the case of a listed building deliberately allowed to fall into disrepair, a compulsory purchase order with a direction for minimum compensation;
- (i) a building preservation notice;
- (j) a direction restricting permitted development;
- (k) an order revoking or modifying planning permission;
- (l) an order requiring discontinuance of use or alteration or removal of building or works;
- (m) a tree preservation order;
- (n) proceedings to enforce a planning agreement or planning contribution.

£3.10	£3.15
£3.10	£3.15
£3.10	£3.15
£3.10	£3.15
£3.10	£3.15
£3.10	£3.15
£3.10	£3.15
£2.00	£2.05
£1.00	£1.05
£1.00	£1.05
£1.00	£1.05
£1.00	£1.05
£1.00	£1.05
£1.00	£1.05
£1.00	£1.05
£1.00	£1.05
£1.00	£1.05
£1.00	£1.05
£1.00	£1.05

3.10 Community Infrastructure Levy (CIL)

- (a) Is there a CIL charging schedule?
- (b) If yes, do any of the following subsist in relation to the property, or has a local authority decided to issue, serve, make or commence any of the following:
 - (i) a liability notice?
 - (ii) a notice of chargeable development?
 - (iii) a demand notice?
 - (iv) a default liability notice?
 - (v) an assumption of liability notice?
 - (vi) a commencement notice?
- © Has any demand notice been suspended?
- (d) Has the local authority received full or part payment of any CIL liability?
- (e) Has the local authority received any appeal against any of the above?
- (f) Has a decision been taken to apply for a liability order?
- (g) Has a liability order been granted?
- (h) Have any other enforcement measures been taken?

3.11. Conservation Area

Do the following apply in relation to the property

- (a) the making of the area a Conservation Area before 31 August 1974;
- (b) an unimplemented resolution to designate the area a Conservation Area

3.12. Compulsory Purchase Has any enforceable order or decision been made to compulsorily purchase or acquire the property ?

3.13. Contaminated Land

Do any of the following apply (including any relating to land adjacent to or adjoining the property which has been identified as contaminated land because it is in such a condition that harm or pollution of controlled waters might be caused on the property);

- (a) a contaminated land notice;
- (b) in relation to a register maintained under Section 78R of the Environmental Protection Act 1990:
 - (i) a decision to make an entry;
 - (ii) an entry;
- (c) consultation with the owner or occupier of the property conducted under Section 78G(3) of the Environmental Protection Act 1990 before the service of a remediation notice?

	We currently do not have CIL in place. It will be at least another year. We will	
	£2.00	£2.05
	£2.00	£2.05
	£2.00	£2.05
	£0.80	£0.85
	£0.80	£0.85
	£0.80	£0.85
	£0.80	£0.85

3.14. Radon Gas

Do records indicate that the property is in a "Radon Affected Area" as identified by Public Health England or Public Health Wales

3.15 Assets of Community Value

(a) Has the property been nominated as an asset of community value? If so:

(i) Is it listed as an asset of community value?

(ii) Was it excluded and placed on the “nominated but not listed” list?

(iii) Has the listing expired?

(iv) Is the Local Authority reviewing or proposing to review the listing?

(v) Are there any subsisting appeals against the listing?

(b) If the property is listed:

(i) Has the local authority decided to apply to the Land Registry for an entry or cancellation of a restriction in respect of listed land affecting the property?

(ii) Has the local authority received a notice of disposal?

(iii) Has the community interest group requested to be treated as a bidder?

1. References to the provisions of particular Acts of Parliament or Regulations include any provisions which they have replaced and also include existing or future amendments or re-enactments;

2. The replies will be given in the belief that they are in accordance with information presently available to the officers of the replying local authority, but none of the local authorities or their officers accepts legal responsibility for an incorrect reply, except for negligence. Any legal responsibility for negligence will be owed to the person who raised the enquiries and the person on whose behalf they were raised. It will also be owed to any other person who has knowledge (personally or through an agent) of the replies before the time when he purchases, takes a tenancy of, or lends money on the security of the property or (if earlier) the time when he becomes contractually bound to do so.

3. This form should be read in conjunction with the guidance notes available separately.

4. Area means any area in which the property is located.

5. References to the Local Authority include any predecessor Local Authority and also any Local Authority committee, sub-committee or other body or person exercising powers delegated by the Local Authority and their approval includes their decision to proceed. The replies given to certain enquiries cover knowledge and actions of both the District Local Authority and County Local Authority.

6. Where relevant, the source department for copy documents should be provided.

£1.00	£1.05
N/A – English Legislation	
£134.50	£138.15

Appendix 2c – Fees and Charges 2021/22 for Legal Services

Service	Current 2020/21 Fees and Charges	Proposed 2021/22 Fees and Charges
Assignments including Licence to assign	152.60	153.70
New Lettings (including Licences to underlet)	152.60	153.70
Licence to Assign	152.60	153.70
Licence to underlet	152.60	153.70
Licence for Alteration	142.40	143.40
Deed of Rectification (lease or transfer)	50.90	51.30
Release Right to Buy Covenant	101.70	102.40
Deed of Covenant	101.70	102.40
Mortgage Redemption Fee	30.50	30.70
Concessions	152.60	153.70
Simple Workshop Tenancies	203.40	204.80
Simple Grazing Licences	50.90	51.30
Simple Farm Business Tenancies	203.40	204.80

Appendix 2d – Fees and Charges 2021/22 for Property Services

Service	Current 2020/21 Fees and Charges	Proposed 2021/22 Fees and Charges
Assignments including negotiating Licence to assign	£76.30	£76.80
Negotiating New Lettings	£152.60	£153.40
Negotiating New Lettings	£76.30	£76.80
Processing Licence for alteration requests	£50.90	£51.30
Consultation on Deed of Rectification (lease or transfer)	£25.40 (unless Council error)	£25.60 (unless Council error)
Release of covenant negotiations	£76.30 plus any external valuation fees applicable charged at cost	£76.80 plus any external valuation fees applicable charged at cost
Negotiating Sales of land to adjoining owners	£152.60	£153.40
Negotiating terms for other transfers (unless major site which will be on case by case basis)	£305.10	£307.30
Simple Grazing, concession, filming Licences	£76.30	£76.80
Simple Farm Business tenancies	£203.40	£204.80
Easements	£101.70	£102.40

Appendix 2e – Fees and Charges 2021/22 for Human Resources

Service	2020/21 Fee	Proposed 2021/22 Fee
DBS Umbrella Body Checks for External Organisations	£16 admin fee per check	£16 admin fee per check
Payroll Bureau Service for External Organisations	£102.75 (plus VAT) per employee per annum	£103.50 (plus VAT) per employee per annum

Appendix 2f – Cosmeston Lakes Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

Inclusive of VAT where applicable, unless shown otherwise. Educational prices are VAT exempt, 20% discount for Vale Council (including schools), non-profit making community use and charitable use of hired space, subject to availability.

Discounts available for multiple bookings, to be agreed by Operational Manager.

Description	Current 2020/21	Proposed 2021/22
Launching fee (boats and diving) – scouts, guides and education	£4.00 per launch / dive 1 st March – 30 th November only.	£4.00 per launch / dive 1 st March – 30 th November only.
Launching fee (boats and diving) -fee paying clubs/commercial	£8.00 1 st March – 30 th November only.	£8.00 1 st March – 30 th November only.
Annual launching fee - scouts, guides, schools and charitable organisations.	£415.50 per boat, subsequent launchings free if this option chosen.	£415.50 per boat, subsequent launchings free if this option chosen.
Annual launching fee (fee paying organisations/ commercial)	£525.00 per boat, subsequent launchings free if this option chosen	£525.00 per boat, subsequent launchings free if this option chosen
Model boats (per launch)	£3.00 per launch	£3.00 per launch
Model boats (per year)	£360.00 subsequent launches free. Up to a maximum of 10 boats	£360.00 subsequent launches free. Up to a maximum of 10 boats
BBQ (large group)	£40.00	£40.00
BBQ (small group)	£22.00	£22.00
BBQ (deposit)	£20.00	£20.00
Horse riding (individual)	£25.00	£25.00
Horse riding (commercial)	£130 per horse, supervisor free.	£130 per horse, supervisor free.
Orienteering (Vale school)	£1.90 per pack	£1.90 per pack
Orienteering (non Vale School)	£2.60 per pack	£2.60 per pack
Orienteering (public)	£3.05 per pack	£3.05 per pack
Filming (per hour)	£250.00 per hour (maximum) Negotiable depending on special requirements with agreement of OM. Plus VAT where required.	£250.00 per hour (maximum) Negotiable depending on special requirements with agreement of OM. Plus VAT where required.
Filming (per day)	£1,000.00 - £2,500.00 (up to 12 hours) Negotiable depending on special requirements with agreement of OM. Plus VAT	£1,000.00 - £2,500.00 (up to 12 hours) Negotiable depending on special requirements with agreement of OM. Plus VAT

Appendix 2f – Cosmeston Lakes Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

	where required.	where required.
Filming (set and clear down days)	£1,000.00 per day (maximum)	£1,000.00 per day (maximum)
Base unit parking (filming)	£13.50 per vehicle per night. Minimum £330.00 per night.	£13.50 per vehicle per night. Minimum £330.00 per night.
Filming bond	£500.00	£500.00
Commercial photo shoot	£85.00 - £150.00 per hour. £100.00 - £500.00 per Half day. £550.00 - £1200.00 per full day.	£85.00 - £150.00 per hour. £100.00 - £500.00 per Half day. £550.00 - £1200.00 per full day.
Dedication (tree)	£300.00 Planting cost (includes one replacement tree)	£300.00 Planting cost (includes one replacement tree)
Dedication (bench)	£1,500.00 recycled plastic memorial bench with plaque. Maintainable for 5 years.	£1,500.00 recycled plastic memorial bench with plaque. Maintainable for 5 years.
Dedication (plaque)	New – £300.00 per plaque. Plaque supplied and fitted by Countryside Services. Positioning of plaque to be agreed with Countryside Service.	£300.00 per plaque. Plaque supplied and fitted by Countryside Services. Positioning of plaque to be agreed with Countryside Service.
Educational talks/Ranger led visits (Vale Schools)	£2.00 per pupil, minimum £50.00 per booking	£2.00 per pupil, minimum £50.00 per booking
Educational talks/Ranger led visits (non Vale school)	£2.50 per pupil,. minimum £65.00 per booking	£2.50 per pupil,. minimum £65.00 per booking
Education talks (non-school)	£50.00 per group / 15 max	£50.00 per group / 15 max
Ranger led walk (adult)	£50.00 per group / 15 max	£50.00 per group / 15 max
Ranger led walk (child)	£50.00 per group / 15 max	£50.00 per group / 15 max
Teacher training days	£40.00 per teacher per day. Minimum of 8 teachers per session.	£40.00 per teacher per day. Minimum of 8 teachers per session.
Hire of new outdoor learning area	£95.00 per half day (commercial) plus staff costs if required.	£95.00 per half day (commercial) plus staff costs if required.
Hire of new outdoor learning area	£150.00 per full day (commercial) plus staff costs if required.	£150.00 per full day (commercial) plus staff costs if required.
Wedding event hire.	£1,000.00 event organisers only (2020/21). Price fixed if wedding booked in 2020/21	£1,000.00 event organisers only (2021/22). Price fixed if wedding booked in 2021/22

Appendix 2f – Cosmeston Lakes Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

	for 2021/22.	for 2022/23.
Trade events/fetes, etc.	£25.00 per 3m x 2m stall, minimum of £200.00 per day.	£25.00 per 3m x 2m stall, minimum of £200.00 per day.
Hire of Forest Schools woodland area (commercial)	£75.00 per day, per 500m2	£75.00 per day, per 500m2
Event - country park use (commercial)	£2.25 per participant, minimum of £275.00 per day	£2.25 per participant, minimum of £275.00 per day
Event - Lake (commercial)	£2.25 per participant, minimum of £275.00 per day	£2.25 per participant, minimum of £275.00 per day
Commercial educational activities	£3.00 per child, per day. Minimum £75.00	£3.00 per child, per day. Minimum £75.00
Commercial `Pop up` events	£200 - £400 per day, per 500m2. special requirements with agreement of OM	£200 - £400 per day, per 500m2. special requirements with agreement of OM

Appendix 2g – Medieval Village Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

Inclusive of VAT where applicable, unless shown otherwise. Educational prices are VAT exempt, 20% discount for Vale Council (including schools), non-profit making community use and charitable use of hired space, subject to availability.

Discounts available for multiple bookings, to be agreed by Operational Manager.

Description	Current 2020/21	Proposed 2021/22
Audio Wand Tour (adult)	£5.20	£5.20
Audio Wand Tour (concession)	£3.65	£3.65
Costumed Tour	£5.20	£5.20
Costumed Tour (Concession)	£3.65	£3.65
Family ticket	New - £15.25 – 2 adults plus 2 children under 16.	£15.25 – 2 adults plus 2 children under 16.
Family ticket	New - £17.80 – 2 adults plus 3 children under 16.	£17.80 – 2 adults plus 3 children under 16.
School Tour (non Vale School)	£3.60 per pupil – Minimum of £70.00 per group	£3.60 per pupil – Minimum of £70.00 per group
School Tour (Vale School)	£3.00 per pupil– Minimum of £60.00 per group	£3.00 per pupil– Minimum of £60.00 per group
Extra school activity (e.g. bread making)	£1.00 per pupil	£1.00 per pupil
School tour and three activities (non Vale School)	£5.75 per pupil – Minimum of £75.00 per group	£5.75 per pupil – Minimum of £75.00 per group
School tour and three activities (Vale School)	£5.25 per pupil – Minimum of £75.00 per group	£5.25 per pupil – Minimum of £75.00 per group
Hire of Tithe Barn	Up to £300.00 (incl. wedding blessings) per max of 3 hours, week day. TBD by Operational Manager.	Up to £300.00 (incl. wedding blessings) per max of 3 hours, week day. TBD by Operational Manager.
Hire of Tithe Barn	Up to £150.00 (incl. wedding blessings) per max of 1 hour, week day. TBD by Operational	Up to £150.00 (incl. wedding blessings) per max of 1 hour, week day. TBD by Operational
Hire of Tithe Barn	Up to £350.00 (including wedding blessings) Per max of 3 hours, weekend day. TBD by Operational Manager.	Up to £350.00 (including wedding blessings) Per max of 3 hours, weekend day. TBD by Operational Manager.
Hire of Tithe Barn	Up to £175.00 (including wedding blessings) Per max of 1 hour, weekend day. TBD by Operational Manager.	Up to £175.00 (including wedding blessings) Per max of 1 hour, weekend day. TBD by Operational Manager.
Hire of Reeves Barn	Up to £300.00 (incl. wedding blessings) per max of 3 hours,	Up to £300.00 (incl. wedding blessings) per max of 3 hours,

Appendix 2g – Medieval Village Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

	week day. TBD by Operational Manager.	week day. TBD by Operational Manager.
Hire of Reeves Barn	Up to £150.00 (incl. wedding blessings) per max of 1 hour, week day. TBD by Operational Manager.	Up to £150.00 (incl. wedding blessings) per max of 1 hour, week day. TBD by Operational Manager.
Hire of Reeves Barn	Up to £350.00 (including wedding blessings) Per max of 3 hours, weekend day. TBD by Operational Manager	Up to £350.00 (including wedding blessings) Per max of 3 hours, weekend day. TBD by Operational Manager
Hire of Reeves Barn	Up to £175.00 (including wedding blessings) Per max of 1 hour, weekend day. TBD by Operational Manager.	Up to £175.00 (including wedding blessings) Per max of 1 hour, weekend day. TBD by Operational Manager.
Filming (per hour)	£350.00 per hour (maximum). Negotiable depending on special requirements with agreement of OM. Plus VAT where required	£350.00 per hour (maximum). Negotiable depending on special requirements with agreement of OM. Plus VAT where required
Filming (per day)	£1,600.00 - £3,000.00 (up to 12 hours) Negotiable depending on special requirements with agreement of OM. Plus VAT where required.	£1,600.00 - £3,000.00 (up to 12 hours) Negotiable depending on special requirements with agreement of OM. Plus VAT where required.
Filming (set and clear down days)	£1,000.00 per day	£1,000.00 per day
Filming bond	£500.00	£500.00
Commercial photo shoot	£85 - £150 per hour. £100 - £500 per Half day. £550 - £1200 per full day.	£85 - £150 per hour. £100 - £500 per Half day. £550 - £1200 per full day.
Hire of Village for event (per day, per weekend day or bank holiday or per weekend/two days over bank holiday)	£600.00 - £1,000.00 per day or £200.00 – £400.00 per day plus 25% of ticket receipts. Event organiser may charge entry. Includes parking management. Plus VAT where applicable. To be agreed by OM.	£600.00 - £1,000.00 per day or £200.00 – £400.00 per day plus 25% of ticket receipts. Event organiser may charge entry. Includes parking management. Plus VAT where applicable. To be agreed by OM.
Hiring Bond	£500.00 To cover cleaning, damage etc.	£500.00 To cover cleaning, damage etc.
Hire of event field only (per day, per weekend day, per weekend/two days over bank holiday)	£200.00 - £400.00 per day or £100.00 – £200.00 per day plus 25% of ticket receipts.	£200.00 - £400.00 per day or £100.00 – £200.00 per day plus 25% of ticket receipts.

Appendix 2g – Medieval Village Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

	Event organiser may charge entry. Includes parking management. Plus VAT where applicable. To be agreed by OM.	Event organiser may charge entry. Includes parking management. Plus VAT where applicable. To be agreed by OM.
Hiring Bond	£200.00 To cover cleaning etc.	£200.00 To cover cleaning etc.
Trade events/fetes, etc.	£25.00 per day, per 3m x 2m stall, minimum £200.00 per day	£25.00 per day, per 3m x 2m stall, minimum £200.00 per day
Hire of Village for – Live Action Roll Play activities	January – March & October – December £1,200.00 per 5 day week & £800.00 per weekend. April – June - £1,400.00 per 5 day week & £1,200.00 per weekend. July – September - £1,500.00 per 5 day week & £1,500.00 per weekend	January – March & October – December £1,200.00 per 5 day week & £800.00 per weekend. April – June - £1,400.00 per 5 day week & £1,200.00 per weekend. July – September - £1,500.00 per 5 day week & £1,500.00 per weekend
Hiring Bond	£500.00 To cover cleaning / damage etc.	£500.00 To cover cleaning / damage etc.
Wedding event Hire	£1,000.00 to event organisers only (2020/21). Price held if wedding booked in 2020/21 for 2021/22.	£1,000.00 to event organisers only (2020/21). Price held if wedding booked in 2021/22 for 2022/23.

Appendix 2h – Porthkerry Country Park Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

Inclusive of VAT where applicable, unless shown otherwise. Educational prices are VAT exempt, 20% discount for Vale Council (including schools), non-profit making community use and charitable use of hired space, subject to availability.

Discounts available for multiple bookings, to be agreed by Operational Manager.

Description	Current 2020/21	Proposed 2021/22
BBQ (large group)	£40	£40
BBQ (small group)	£22	£22
BBQ (deposit)	£20.00	£20.00
Horse riding (individual)	£24.50	£24.50
Horse riding (commercial)	£127 per horse, supervisor free.	£127 per horse, supervisor free.
Orienteering (Vale school)	£1.90 per pack	£1.90 per pack
Orienteering (non Vale School)	£2.60 per pack	£2.60 per pack
Orienteering (public)	£3.05 per pack	£3.05 per pack
Car Park (car)	£2.50/day (Bank holiday and weekends, in season only) – New prices could be instigated if car parking proposal accepted by Council.	£2.50/day (Bank holiday and weekends, in season only) – New prices could be instigated if car parking proposal accepted by Council.
Car Park (coach)	£5.00/day (Bank holiday and weekends, in season only) New prices could be instigated if car parking proposal accepted by Council.	£5.00/day (Bank holiday and weekends, in season only) New prices could be instigated if car parking proposal accepted by Council.
Filming (per hour)	£250.00 per hour (maximum) Negotiable depending on special requirements with agreement of OM. Plus VAT where required	£250.00 per hour (maximum) Negotiable depending on special requirements with agreement of OM. Plus VAT where required
Filming (per day)	£1,000.00 - £2,500.00 (up to 12 hours) Negotiable depending on special requirements with agreement of OM. Plus VAT where required.	£1,000.00 - £2,500.00 (up to 12 hours) Negotiable depending on special requirements with agreement of OM. Plus VAT where required.
Filming (set and clear down days)	£1,000.00 per day	£1,000.00 per day
Base unit parking	£13.50 per vehicle per night. Minimum £330.00 per night	£13.50 per vehicle per night. Minimum £330.00 per night
Filming bond	£500.00	£500.00
Commercial photo shoot	£85 - £150 per hour. £100 - £500 per Half day. £550 - £1200 per full day.	£85 - £150 per hour. £100 - £500 per Half day. £550 - £1200 per full day.
Dedication (tree)	£300 Planting cost (includes one replacement tree)	£300 Planting cost (includes one replacement tree)
Dedication (bench)	£1,500.00 recycled plastic memorial bench with plaque.	£1,500.00 recycled plastic memorial bench with plaque.

Appendix 2h – Porthkerry Country Park Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

	Maintainable for 5 years.	Maintainable for 5 years.
Dedication (plaque)	£300.00 per plaque. Plaque supplied and fitted by Countryside Services. Positioning of plaque to be agreed with Countryside Service.	£300.00 per plaque. Plaque supplied and fitted by Countryside Services. Positioning of plaque to be agreed with Countryside Service.
Educational talks/Ranger led visits (Vale Schools)	£2.00, minimum £50.00 per booking	£2.00, minimum £50.00 per booking
Educational talks/Ranger led visits (non Vale school)	£2.50. minimum £65.00 per booking	£2.50. minimum £65.00 per booking
Education talks (non school)	£50.00 per group / 15 max	£50.00 per group / 15 max
Ranger led walk (adult)	£50.00 per group / 15 max	£50.00 per group / 15 max
Ranger led walk (child)	£50.00 per group / 15 max	£50.00 per group / 15 max
Teacher training days	£40.00 per teacher per day. Minimum of 8 teachers per session.	£40.00 per teacher per day. Minimum of 8 teachers per session.
Trade events/fetes, etc.	£25.00 per 3m x 2m stall, minimum of £200.00 per	£25.00 per 3m x 2m stall, minimum of £200.00 per
Lodge hire per hour (commercial)	£45.00 per hour (commercial)	£45.00 per hour (commercial)
Lodge hire per half day (commercial)	£95 per half day (commercial) plus staff costs if required.	£95 per half day (commercial) plus staff costs if required.
Lodge hire per full day (commercial)	£150 per full day (commercial) plus staff costs if required.	£150 per full day (commercial) plus staff costs if required.
Lodge hire cleaning bond	£25.00 cleaning bond	£25.00 cleaning bond
Lodge hire (6pm – 11pm only)	£325.00 (6pm – 11pm only)	£325.00 (6pm – 11pm only)
Lodge hire bond for evening use	£100.00 bond for evening use	£100.00 bond for evening use
Commercial educational activities	£3.00 per child, per day. Minimum of £75.00	£3.00 per child, per day. Minimum of £75.00
Hire of Forest Schools woodland area (commercial / educational)	£75.00 per day, per 500m ²	£75.00 per day, per 500m ²
Event use of part of meadow (day time 9am – 5pm)	£200.00 - £400.00 per day or £100.00 - £200.00 per day, plus 25% of ticket receipts. Up to 25% of meadow.	£200.00 - £400.00 per day or £100.00 - £200.00 per day, plus 25% of ticket receipts. Up to 25% of meadow.
Event use of part of meadow (evening 6pm – 11pm)	£200.00 - £400.00 per evening or £100.00 - £200.00 per evening, plus 25% of ticket receipts.	£200.00 - £400.00 per evening or £100.00 - £200.00 per evening, plus 25% of ticket receipts.
Commercial `Pop up` events	£200 - £400 per day, per 500m ² . special requirements with agreement of OM	£200 - £400 per day, per 500m ² . special requirements with agreement of OM
Event use of meadow cleaning bond.	£200.00 hiring bond.	£200.00 hiring bond.
Nightingale Cottage meeting	£80.00 per full day (commercial)	£80.00 per full day (commercial)

Appendix 2h – Porthkerry Country Park Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

room hire 9am – 5pm		
Nightingale Cottage meeting room hire	£55.00 per half day (commercial)	£55.00 per half day (commercial)
Cottage meeting room hire. cleaning bond.	£25.00 cleaning bond.	£25.00 cleaning bond.
Wedding event hire.	£1,000.00 event organisers only (2020/21). Price fixed if wedding booked in 2020/21 for 2021/22.	£1,000.00 event organisers only (2020/21). Price fixed if wedding booked in 2020/21 for 2022/23.

Appendix 2i – Glamorgan Heritage Coast Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

Inclusive of VAT where applicable, unless shown otherwise. Educational prices are VAT exempt, 20% discount for Vale Council (including schools), non-profit making community use and charitable use of hired space, subject to availability.

Discounts available for multiple bookings, to be agreed by Operational Manager.

Description	Current 2020/21	Proposed 2021/22
Educational talks / visits (vale school)	£2.00, minimum £50.00 per booking	£2.00, minimum £50.00 per booking
Educational talks / visits (non vale school)	£2.50, minimum £65.00 per booking	£2.50, minimum £65.00 per booking
Car parking	£3.00/day weekends / low season only. During the summer landowner collects	£3.00/day weekends / low season only. During the summer landowner collects
Events/fetes, etc. within the Heritage coast centre.	£25.00 per 3m x 2m stall, minimum of £200.00 per day.	£25.00 per 3m x 2m stall, minimum of £200.00 per day.
Commercial `Pop up` events. within the Heritage coast centre.	£200 - £400 per day. special requirements with agreement of OM	£200 - £400 per day. special requirements with agreement of OM
Large Meeting room hire	£70.00 per full day (commercial)	£70.00 per full day (commercial)
Large Meeting room hire	£50.00 per half day (commercial)	£50.00 per half day (commercial)
Small meeting room	£40.00 per full day (commercial)	£40.00 per full day (commercial)
Small meeting room	£25.00 per half day (commercial)	£25.00 per half day (commercial)
Ranger led walks (adult)	£50.00 per group / 15 maximum	£50.00 per group / 15 maximum
Ranger led walks (child)	£50.00 per group / 15 maximum	£50.00 per group / 15 maximum
Ranger led walks (educational talks / non school)	£50.00 per group / 15 maximum	£50.00 per group / 15 maximum
Teacher training days	New - £40.00 per teacher per day. Minimum of 8 teachers per session.	New - £40.00 per teacher per day. Minimum of 8 teachers per session.
Orienteering (Vale school)	£1.90 per pack	£1.90 per pack
Orienteering (non Vale School)	£2.60 per pack	£2.60 per pack
Orienteering (public)	£3.05 per pack	£3.05 per pack

Appendix 2j – Public Rights of Way Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

Description	Current 2020/21	Proposed 2021/22
kissing gate / stile. Gift/donation/dedication	£395.00 To include kissing gate / stile kit plus installation by the Countryside team (new/replacement). Non-commercial only. Maintainable for 3 years. Customer to supply plaque. Subject to landowners agreement.	£395.00 To include kissing gate / stile kit plus installation by the Countryside team (new/replacement). Non-commercial only. Maintainable for 3 years. Customer to supply plaque. Subject to landowners agreement.
Way marker post. Gift/donation/dedication	£150.00 - installation by the Countryside team (new/replacement). Non-commercial only. Maintainable for 3 years. Customer to supply plaque. Subject to landowners agreement.	£150.00 - installation by the Countryside team (new/replacement). Non-commercial only. Maintainable for 3 years. Customer to supply plaque. Subject to landowners agreement.
Foot bridge Gift/donation/dedication	£2,000.00 - £3,000.00 Depending on span(new/replacement). Installation by the Countryside team. Non-commercial only. Maintainable for 5 years. Customer to supply plaque. Subject to landowners agreement	£2,000.00 - £3,000.00 Depending on span(new/replacement). Installation by the Countryside team. Non-commercial only. Maintainable for 5 years. Customer to supply plaque. Subject to landowners agreement
Restoration of a stone stile Gift/donation/dedication	£1,000.00. Non-commercial only. Customer to supply plaque, slate only. Subject to landowners agreement.	£1,000.00. Non-commercial only. Customer to supply plaque, slate only. Subject to landowners agreement.

Appendix 2k – Reptile Translocation Fees and Charges

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2021/22

Description	Current 2019/20	Proposed 2020/21
<p>Translocation of reptiles.</p> <p>Surveyed population <5.</p> <p>Estimated population <50.</p>	<p>£10,000.00. Countryside team to maintain habitat and monitor population for a 10 year period.</p> <p>Developer to carry out all site preparation works and all reptile translocation.</p>	<p>£10,000.00. Countryside team to maintain habitat and monitor population for a 10 year period.</p> <p>Developer to carry out all site preparation works and all reptile translocation.</p>
<p>Translocation of reptiles.</p> <p>Surveyed population 5 - 10.</p> <p>Estimated population 50 - 100.</p>	<p>£15,000.00. Countryside team to maintain habitat and monitor population for a 10 year period.</p> <p>Developer to carry out all site preparation works and all reptile translocation</p>	<p>£15,000.00. Countryside team to maintain habitat and monitor population for a 10 year period.</p> <p>Developer to carry out all site preparation works and all reptile translocation</p>
<p>Translocation of reptiles.</p> <p>Surveyed population 10 - 20.</p> <p>Estimated population 101 - 500</p>	<p>£20,000.00. Countryside team to maintain habitat and monitor population for a 10 year period.</p> <p>Developer to carry out all site preparation works and all reptile translocation</p>	<p>£20,000.00. Countryside team to maintain habitat and monitor population for a 10 year period.</p> <p>Developer to carry out all site preparation works and all reptile translocation</p>
<p>Translocation of reptiles.</p> <p>Surveyed population > 20</p> <p>Estimated population >501</p>	<p>£30,000.00. Countryside team to maintain habitat and monitor population for a 10 year period.</p> <p>Developer to carry out all site preparation works and all reptile translocation.</p>	<p>£30,000.00. Countryside team to maintain habitat and monitor population for a 10 year period.</p> <p>Developer to carry out all site preparation works and all reptile translocation.</p>

Appendix 3 – Fees and Charges 2021/22 for Adult Community Learning

Service	Current Fee (2020/21)	Proposed Fee (2021/22)
Full Fee (Band A) – 10 Week Course	£95	£95
Concession Fee (Band B) – 10 Week Course	£95	£95
Fitness Classes Full Fee (Band A) – 10 Week 1.5 hour session	£70	£70
Fitness Classes Concession Fee (Band B) – 10 Week 1.5 hour session	£70	£70
Fitness Classes Full Fee (Band A) – 10 Week 2 hour session	£90	£90
Fitness Classes Concession Fee (Band B) – 10 Week 2 hour session	£90	£90

Appendix 4a

INTERNAL DAY SERVICES - SERVICE CHARGES

Where applicable, VAT will be charged at the current rate

Description	Comments	2020/21	2021/22
Client Group:			
Older People	Per day	£62.40	£62.80
Physical Disability	Per day	£59.30	£59.70
Learning Disability	Per day	£106.10	£106.80

Appendix 4b

TELECARE - SERVICE CHARGES

Where applicable, VAT will be charged at the current rate

Description	Comments	2020/21	2021/22
VCAS Monitoring	Per week	£1.24	£1.24
VCAS Rental	Per week	£3.04	£3.10
TELE V Monitoring	Per week	£1.24	£1.30
TELE V Rental	Per week	£4.05	£4.10
TELE V Installation	One off	£60.10	£60.50
TELE V+ Monitoring	Per week	£1.24	£1.30
TELE V+ Rental	Per week	£7.61	£7.70

Clients may be eligible for the monitoring cost to be funded by Supporting People Grant.

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Please click on headings to find [general guidance](#) or section guidance with an example. You will find supporting information in appendices at the end of the guidance.

When you start to assess your proposal, arrange to meet Tim Greaves, Equality Co-ordinator, for specific guidance. Send the completed form to him for a final check and so that he can publish it on our Vale of Glamorgan equality web pages.

Please also contact Tim Greaves if you need this equality impact assessment form in a different format.

1. [What are you assessing?](#)

Vale of Glamorgan Council Fees and Charges for 2021/22

2. [Who is responsible?](#)

Name	Rob Thomas	Job Title	Managing Director
Team		Directorate	

3. [When is the assessment being carried out?](#)

Date of start of assessment	November 2020
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4. [Describe the proposal?](#)

What is the purpose of the proposal?

This report sets out the proposed fees and charges for the range of services offered by the Council. Specific details are provided within the body of the report for Cabinet's consideration where there are significant changes to the fees and charges or

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associated policy/processes involved. The remaining fees and charges are detailed in the relevant appendices which show the current and proposed level of charges. It is recommended that unless mentioned in this report an increase of 0.7% (CPI September 2020) has been applied and rounded to the nearest 10p.

Particular attention should be given to the following where it is proposed fees and charges are increased at a higher rate than above, decreased or to remain the same.

- Allotments – in line with the allotment strategy to work towards full cost recovery for this service it is proposed to increase this cost at a higher rate than inflation
- For Penarth Pier plaques it is proposed that the charge is increased at a rate higher than inflation to reflect the continued and strong demand for the product.
- It is proposed for Bulky waste, fees should remain the same as 2020/2021
- It is proposed that Commercial Waste charges remain the same as last year, but that as part of a current review of the service fees are considered and brought to Cabinet separately if required
- The Council currently levies a charge for the replacement of alley gate, allotment and slipway keys. It is proposed for these charges to remain the same in 2021/2022.
- It is proposed to increase the fees and charges in relation to the rental of beach huts at a rate higher than inflation to reflect the continued high demand for the service and the associated operational costs.
- It is proposed that roundabout sponsorship fees remain unchanged as the in-house service is embedded.
- It is proposed car park charges remain as is at present due to the previously agreed changes by Cabinet associated with the Council wide review of car parking charges.
- Land Charges – it is proposed that a standard 5p increase is applied to each element of the charge, due to them being such small component amounts. This will equate to an overall increase of £3.65 when compared with last year. As the effective rate of increase is approximately 2.7% it is suggested that the increase be for 2 years to justify the departure from using the corporate rate for the land charges increase.
- For DBS checks it is proposed the fee remains at £16. The service has made no changes to this charge in previous years and the charge continues to cover the administration cost fully in relation to DBS umbrella body checks.
- The fees for Countryside Services all remain unchanged
- For ACL all fees remain unchanged

Why do you need to put it in place?

As part of the action plan to deliver the Income Generation and Commercial Opportunities Strategy, a review of all existing fees and charges is underway throughout the Authority. At times of financial pressure, particularly this year with the impacts of Covid-19, there may be a temptation to propose high fee increases. However, this would not necessarily guarantee a commensurate income increase across all areas, as patronage of certain services could reduce.

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These considerations are consistent with the Income Strategy and have informed the proposals contained in this report.

Do we need to commit significant resources to it (such as money or staff time)?

No

What are the intended outcomes of the proposal?

The proposals contained in the report are approved. This is to ensure that consideration has been given to all fees/charges across the Council to ensure they are consistent with the principles contained within the Income Generation and Commercial Opportunities Strategy.

Who does the proposal affect?

Note: If the proposal affects lesbian, gay, homosexual, or transgender people, ensure you explicitly include same-sex couples and use gender neutral language.

Currently no impact on protected characteristic groups has been identified

Will the proposal affect how other organisations work?

No

Will the proposal affect how you deliver services?

Demand may be impacted due to changes in fees and resources allocated to particular functions. This will be monitored following implementation of the fees.

Will the proposal impact on other policies or practices?

The proposal is in line with the Income Generation and Commercial Opportunities strategy. The Strategy sets out that as public funding becomes increasingly constrained and under more intense scrutiny, greater emphasis has to be placed upon self-generated income and developing and presenting products and services that will resonate with paying customers. The Strategy is based around a series of strategic objectives, with associated policy principles. These objectives and principles are intended to ensure the consistent consideration and implication of income generation proposals.

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Can you change the proposal so that it further promotes equality of opportunity and fosters good relations?

The report proposes that the majority of fees and charges either remain the same or increase very marginally in line with the suggested 0.7% inflationary increase. For those services where it is proposed charges are increased at a higher rate, this is simply to achieve full cost recovery, or safe in the knowledge that demand won't be impacted. All fees and charges have been reviewed carefully in line with the impacts of the current situation and the Covid-19 pandemic.

How will you achieve the proposed changes?

Through Cabinet approval

Who will deliver the proposal?

Council Staff

How will you know whether you have achieved the proposal's purpose?

By the amount of income received and the number of users using the services. Charges can be altered in future years should there be a need to following a reassessment of demand or change in costs of providing the service.

The impact on all service users will be monitored to ensure any impact on users with protected characteristics can be identified

5. What evidence are you using?

Engagement (with internal and external stakeholders)

The proposals contained in the report have been considered internally by those delivering the services and via the consultation process for sign off of Committee Reports.

Consultation (with internal and external stakeholders)

The proposals contained in the report have been considered internally by those delivering the services and via the consultation process for sign off of Committee Reports.

National data and research

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Key pieces of legislation relating to charging and trading are:

- Local Government Act 2003 Section 93 – This allows the Council to charge for discretionary services, provided the recipient of the service has agreed to its provision, provided that there exists no other power to charge for a particular service elsewhere in other legislation, and/or provided that other legislation expressly excludes an authority from charging. In calculating the charge there is a limitation on the charging power which allows an authority only to recover the cost of provision. It is permissible for the authority to rely on s.93 where it is providing an enhancement to a mandatory service, resulting in a higher standard of service. The charge levied is for the enhanced element of the service.
- Local Government Act 2003 Section 95 – This permits a local authority to undertake commercial activities in relation to their ordinary functions. The power in s.95 cannot be utilised to authorise commercial trading in relation to a function that an authority is under a statutory duty to provide, and/or where an alternative commercial trading power already exists. The activity can only be carried out by a company within the meaning of the Local Government and Housing Act 1989.
- Local Authorities (Goods and Services) Act 1970 – This enables the Council to provide services to other Council's and to other public bodies but not to the private sector or the public in general.
- Social Services and Well-being (Wales) Act 2014 – This covers the financial aspects of Social Services support by highlighting how services will be paid for, why certain services will cost and who will be liable for covering that cost. Other Social Services specific regulation which has implications in this area includes: The Care and Support (Financial Assessment) (Wales) Regulations 2015; The Care and Support (Charging) (Wales) Regulations 2015; The Care and Support (Review of Charging Decisions and Determinations) (Wales) Regulations 2015; and The Care and Support (Deferred Payments) (Wales) Regulations 2015.
- There are other powers to charge available to the Council, including the power under s.145 of the Local Government Act 1972 in relation to the provision of entertainments. In acting under this power would not permit the Council to charge for any such activities using the charging power under s.93.
- The express power to charge for computer related services under section 38 of the Local Government (Miscellaneous Provisions) Act 1976.
- Section 111 of the Local Government Act 1972 – the Council may rely on the subsidiary powers under s.111 to permit the provision of services to allow for the discharge of a specific function. Where this occurs, the Council can charge under s.93 of the LGA 1972.

In addition, it is necessary to review fees on an annual basis to ensure the continuation of services in light of increasing costs. This is undertaken in the context of the Well-being of Future Generations Act which requires the Council to consider five ways of working when making decisions. Thinking to the longer-term is a key consideration when setting fees

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and charges, to minimise the impact on the Council's ability to provide services in the future that the current budgetary pressures present.

Local data and research

In drafting the Cabinet Report outlining the proposed changes and considering changes to fees and charges, desktop research on charging policies adopted by other neighbouring Councils have been reviewed to ensure where possible our fees and charges are in line. For example, when proposing the charge remains as is for Bulky Waste collections this year, a comparison was undertaken of charges for these services in all Welsh Local Authorities, which has led to the proposals.

6. How robust is the evidence?

Does it show what the impact will be (positive and negative)?

The evidence shows that there are no unacceptable adverse effects on the protected characteristics identified by the assessment. It is also considered that the charges proposed will not preclude any sectors of the community from accessing the services provided.

What are the gaps?

There are no obvious gaps as a result of the proposals as the evidence shows there are no unacceptable adverse effects on the protected characteristics identified by the assessment. Members should however be aware of this EIA when reaching a decision on the proposals.

What will you do about this?

The implementation of any new or increased charges will continue to be monitored in line with Budget Monitoring practices to ensure the changes do not have a negative impact. Feedback from customers will be monitored via the usual channels e.g. Social Media, Complaints etc.

What monitoring data will you collect?

See above

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How often will you analyse and report on this?

Ongoing as part of Budget Monitoring processes

Where will you publish monitoring data and reports?

7. [Impact](#)

Is there an impact?

No impact on protected characteristic groups. Fees and charges are primarily increasing by inflation so should have a neutral impact on protected characteristic groups.

If there is no impact, what is the justification for thinking this? Provide evidence.

No impact on protected characteristic groups. Fees and charges are primarily increasing by inflation so should have a neutral impact on protected characteristic groups.

If there is likely to be an impact, what is it?

N/A

Age

Disability

Gender reassignment, including gender identity (ensure policies explicitly include same-sex couples and use gender neutral language)

Marriage and civil partnership (discrimination only)

Pregnancy and Maternity

Race

Religion and belief

Sex

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Sexual orientation (ensure policies explicitly include same-sex couples and use gender neutral language)

Welsh language

Human rights

How do you know?

Explain this for each of the relevant protected characteristics as identified above.

See above

What can be done to promote a positive impact?

Explain this for each of the relevant protected characteristics as identified above.

N/A

What can be done to lessen the risk of a negative impact?

Explain this for each of the relevant protected characteristics as identified above.

N/A

Is there a need for more favourable treatment to achieve equal outcomes? (Disability only)

N/A

Will the impact be positive, negative or neutral?

Explain this for each of the relevant protected characteristics as identified above.

Neutral

8. [Monitoring ongoing impact](#)

Date you will monitor progress

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Ongoing through budget monitoring and through feedback from customers.

Measures that you will monitor

Date you will review implemented proposal and its impact

9. Further action as a result of this equality impact assessment

Possible Outcomes	Say which applies
No major change	
Adjust the policy	
Continue the policy	It is recommended that the proposals for fees and charges and required policy/process changes as set out in the related report and associated appendices are approved.
Stop and remove the policy	

10. Outcomes and Actions

Recommend actions to senior management team

N/A

Outcome following formal consideration of proposal by senior management team

N/A

11. Important Note

Where you have identified impacts, you must detail this in your Cabinet report when seeking approval for your proposal.

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12. Publication

Where will you publish your approved proposal and equality impact assessment?

Vale of Glamorgan Council Website

In addition to anywhere you intend to publish your approved proposal and equality impact assessment, you must send a copy to Tim Greaves, Equality Co-ordinator, to publish on the equality pages of the Vale of Glamorgan website.

13. Authorisation

Approved by (name)	
Job Title (senior manager)	
Date of approval	
Date of review	