

ASC Fees & Charges (Exemptions) 2014/15

Description of Service	2013/14 Charge (£)	Proposed % Increase in 2014/15	Proposed Charge in 2014/15 (£)	Total Estimated Income Stream for 2014/15 (£)	Reasons for exemptions 2014/15
Meals Service	4.50	0.0%	4.50	140,100	In line with Council policy, the Meal's charge has increased over the last three years. The Meals service has been outsourced since July 2013. The Service User charge per meal was increased to £4.50 with effect from April 2013 with the cost of the Meal at £6.93, leaving a subsidy of £2.43. A review of the arrangements will be undertaken for both the service model and charging for the delivered meals service. The data collection, benchmarking and best practice review will take place early in 2014 with a fuller consultation planned later in the year. Therefore it is proposed not to increase charges in 2014/15, pending the outcome of the review.
Home Care Charging	12.00	0.00%	12.00	441,000	It is proposed that there is no increase to the home care charge of £12.00 per hour between 2013/14 and 2014/15. This is because Cabinet approved that the rate of charge is limited to £12.40 based on the level of assessed needs and cost of service. The home care charge of £12.00 is compared with the average home care purchasing rate of £12.41. In 2014/15 a new home care offer focusing on flexible support and outcomes contracts is proposed and the charge will be reviewed at this particular point. Hammersmith & Fulham will still be amongst the London Boroughs with the lowest contribution towards home care. Unlike nearly all other London Boroughs, a person's savings and property are not taken into account when assessing that person's ability to make a contribution to the cost of home care.

HRD Fees & Charges (Exemptions) 2014/15

Fee Description by division	2013/14 Charge	2014/15 Charge (£)	Proposed Uplift (%)	Total Estimated Income Stream for 14/15, or 13/14 projected income.	Reason for uplift
Private Sector Leasing					
Private Sector Leasing Water Charges	Varies	Varies	Subject to water company increase, expected in January 2014	£54,000 for 2014/15; dependent on the number of client units	The charge is determined by the annual increase set by the water companies.
Private Sector Leasing Rent (average per week)	£299.40 as at 2nd April 2013	£301.09 as at 1st September 2013	Nil	£12.6m (2014/15 Estimates, based on 853 units with 4% void at the weekly rent of £301.09)	From April 2014, the PSL rent threshold is based on the January 2014 Local Housing Allowance (LHA). The LHA varies according to changes in market rents, the location of the property and its bedroom size. The threshold formula is 90% of LHA plus £40 and subject to a cap of £500 on Inner London and Outer South West London Broad Rental Market Areas (BRMA) and a cap of £375 on other BRMAs.
Bed & Breakfast Temporary Accommodation					
B & B Rent Single/Family (Average per week)	£212.18 as at 2nd April 2013	£215.56 as at 1st September 2013	Nil	£3.1m (2014/15 Estimates, based 275 tenants at the weekly rent of £215.56)	From April 2014, the B&B rent threshold is based on the January 2014 Local Housing Allowance (LHA). The LHA varies according to changes in market rents, the location of the property and its bedroom size. This fee is the LHA threshold for one bedroom.
Adult Education & Learning Skills Service					
	(Fee from 1 Sep 2013)	(Fee from 1 Sep 2014)			
Adult Education Class Full Fee per hour Band B	2.20	2.27	3.3%	£700,000 (2014/15 Estimates)	The fees uplift will be implemented at the beginning of the academic year which commences on 1st September 2014.
Adult Education Class Full Fee per hour Band C	3.35	3.46	3.3%		
Adult Education Class Full Fee per hour Band D	4.60	4.75	3.3%		
Adult Education Class Full Fee per hour Band E	5.75	5.94	3.3%		
Adult Education Class Full Fee per hour Band F	11.15	11.52	3.3%		

Transport & Technical Services Fees & Charges Exceptions 14/15						
Division/Service	Fee Description	2013/14 Charge (£)	2014/15 Charge (£)	Proposed Uplift (%)	Total Estimated Income Stream for 14/15	Reason for uplift
Building Control	Schedule A	Various, depending on size and type of work	Various, depending on size and type of work	0%	£946,000	The building control market is now a fully mature market with aggressive marketing being done by our competitors including pricing. With increasing market penetration into our domestic market, the price is increasingly seen as the differentiator. For these reasons we believe in order to maintain our current market share fees should not be increased.
Building Control	Schedule B	Various, depending on size and type of work	Various, depending on size and type of work	0%		
Building Control	Exempt Building Works Consent	100	100	0%		
Building Control	Retrieval of archived Files and Records, & Investigation and Retrieval of Microfiche data	100	100	0%		
Building Control	Resurrection of 'old' jobs where no completion inspection had been requested or carried out, and for subsequent issuing of completion letters	200	200	0%		
Building Control	Fast-track Completion Certificate - Resurrection of 'old' jobs where no completion inspection had been requested or carried out – for carrying out of site inspection & issuing of completion certificate within 48 hours	300	300	0%		
Valuation Services	Third Party fees charged for valuation services	510	530	3.9%	£18,100	Rounded up to £530. The price was not increased in 2013-14.
Parking Pay & Display	Per hour	2.2	2.2	0%	£12,598,900	

Transport & Technical Services Fees & Charges Exceptions 14/15						
Division/Service	Fee Description	2013/14 Charge (£)	2014/15 Charge (£)	Proposed Uplift (%)	Total Estimated Income Stream for 14/15	Reason for uplift
Parking Permits	Residents First Permit (6 months)	71	71	0%	£3,853,500	The Resident first permit charge has been frozen until 2014/15, as per the cabinet report in October 2010.
Parking Permits	Residents First Permit (12 months)	119	119	0%		
Parking Permits	Residents Second Permit (6 months)	260	260	0%		Having compared fees with other boroughs, it is proposed to not increase these.
Parking Permits	Residents Second Permit (12 months)	497	497	0%		
Parking Permits	Discounted permit charges (Green vehicles)	60	60	0%		
Parking Permits	Business first permit (6mths)	464	464	0%		Having compared fees with other boroughs, it is proposed to not increase these.
Parking Permits	Business second permit (6mths)	735	735	0%		
Parking Permits	Business first permit (Yearly)	791	791	0%		
Parking Permits	Business second permit (Yearly)	1310	1310	0%		
Environmental Health	Miscellaneous late payment charge		25	New Fee		
Environmental Health - Public Entertainment	Annual Licence New grant (Sex Shop/Cinema)	16668	4947	-70%	£11,124	In recalculating fees for sex shops/cinemas/entertainment venues officers have taken into account officer costs to administer licence applications, dealing with objectors to licence applications, preparing committee reports, legal costs, room booking, officer costs for attending licence hearings, and the costs of inspecting licensed premises. In calculating these fees the cost of dealing with a sex shop/cinema are the same. However, the costs incurred when dealing with a sex entertainment venue are higher and, therefore, a separate fee schedule has been created for these applications.
Environmental Health - Public Entertainment	Renewal (Sex Shop/Cinema)	5562	1770	-68%		
Environmental Health - Public Entertainment	Variation (in combination with renewal) (Sex Shop/Cinema)		306	New Fee		
Environmental Health - Public Entertainment	Variation (mid term) (Sex Shop/Cinema)	1500	1643	10%		
Environmental Health - Public Entertainment	Transfer (Sex Shop/Cinema)	800	763	-5%		
Environmental Health - Public Entertainment	Annual Licence New grant (Sex Entertainment Venue)	16668	6983	-58%		
Environmental Health - Public Entertainment	Renewal (Sex Entertainment Venue)	5562	3780	-32%		
Environmental Health - Public Entertainment	Variation (in combination with renewal) (Sex Entertainment Venue)		1612	New Fee		

Transport & Technical Services Fees & Charges Exceptions 14/15						
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Environmental Health - Public Entertainment	Variation (mid term) (Sex Entertainment Venue)	1500	4416	194%		There are currently 2 licences in the borough. A new licence has not been issued for a number of years.
Environmental Health - Public Entertainment	Transfer (Sex Entertainment Venue)	800	1061	33%		
Environmental Health - Private Housing & Health Charges	New HMO Licence Fee (Standard 5 year licence) or renewal where there is a material change	1116	1134.39	1.6%	£34,800	Aligning our fees structure with other Boroughs. For this purpose, a new method of calculating the fee has been devised that takes into account the time that that officers spend in producing a licence and incorporates officers hourly rates.
Environmental Health - Private Housing & Health Charges	New HMO Licence Fee (Standard 5 year licence) or renewal where there is a material change with accredited landlord discount	995	1134.39	12.3%		
Environmental Health - Private Housing & Health Charges	New HMO Licence Fee (Reduced 2 year licence) or renewal where there is a material change	810	1134.39	28.6%		
Environmental Health - Private Housing & Health Charges	Renewal of HMO Licence fee (Standard 5 year licence) where no material change		1095.77			
Environmental Health - Private Housing & Health Charges	Renewal of HMO Licence fee (Standard 5 year licence) where no material change with accredited landlord discount		1095.77			
Environmental Health - Private Housing & Health Charges	Renewal of HMO Licence fee (Reduced 2 year licence) with no material change		1095.77			
Environmental Health - Private Housing & Health Charges	Enforcement Notices under Housing Act 2004	413	427	3.3%		
Planning - Pre-Application Charging Scheme	Extensions and Alterations to Homes, and small Scale Proposals					
Planning - Pre-Application Charging Scheme	Extensions and alterations to houses and flats not including Basements		150 - 400	New structure		
Planning - Pre-Application Charging Scheme	Extensions and alterations to houses and flats including Basements		400 - 700	New structure		
Planning - Pre-Application Charging Scheme	Local Community Groups		200 - 300	New structure		
Planning - Pre-Application Charging Scheme	Advertisements		350 - 400	New structure		

Transport & Technical Services Fees & Charges Exceptions 14/15						
Division/Service	Fee Description	2013/14 Charge (£)	2014/15 Charge (£)	Proposed Uplift (%)	Total Estimated Income Stream for 14/15	Reason for uplift
Planning - Pre-Application Charging Scheme	Telecommunications		350 - 400	New structure	£50,000	The charges associated with this service have been increased annually in line with inflation, and not in line with the true cost of delivering this service. The proposed revision addresses this issue.
Planning - Pre-Application Charging Scheme	Details Required by Condition		250 - 400	New structure		
Planning - Pre-Application Charging Scheme	Internal Alterations to listed buildings where planning permission is not required		300 - 400	New structure		
Planning - Pre-Application Charging Scheme	Residential Schemes (Including Change of Use, Care Homes etc)					
Planning - Pre-Application Charging Scheme	1 - 4 Units		300 - 400	New structure		
Planning - Pre-Application Charging Scheme	5 -9 Units		1800 - 2000	New structure		
Planning - Pre-Application Charging Scheme	10 - 49 Units		2500 - 3000	New structure		
Planning - Pre-Application Charging Scheme	50 - 199 Units		4000 - 5000	New structure		
Planning - Pre-Application Charging Scheme	Over 200 Units		7000 - 8000	New structure		
Planning - Pre-Application Charging Scheme	Non – Residential Schemes (Including Changes of use, offices, hotels, industry, retail etc.)					
Planning - Pre-Application Charging Scheme	No New Floorspace – 100m ²		450 - 700	New structure		
Planning - Pre-Application Charging Scheme	100 - 499m ² Floorspace		700 - 800	New structure		
Planning - Pre-Application Charging Scheme	500 - 999m ² Floorspace		2000 - 2200	New structure		
Planning - Pre-Application Charging Scheme	1000 - 4999m ² Floorspace		2500 - 3000	New structure		
Planning - Pre-Application Charging Scheme	5000 - 9999m ² Floorspace		4000 - 5000	New structure		
Planning - Pre-Application Charging Scheme	over 10000m ² Floorspace		7000 - 8500	New structure		
Planning - Fixed Price PPA	Fixed Price Planning Performance Agreements		25000	New fee	£149,000	Providing pre-application advice and other project management services are incidental powers of the Planning authority and as such the Council is entitled to charge for the provision of the services to recover those costs. Increasing the prices to reflect the actual cost of the provision will remove any cost being passed to the taxpayer whilst also enabling the Council to improve on its current performance.
Planning - Pre App	Householder Planning Package		500	New fee		

Division / Service	Description	2013/14 Charge (£)	2014/15 Charge (£)	Proposed Uplift (%)	Basis for Charge
LIBRARIES					
Adults 16-59. Concessions: Pensioners 60+, Lifestyle Plus cardholders.					
Book Overdue and Reservation Charges	Overdue Books - Per Day Age 0-59	£0.25	TBC	0%	Tri Borough review of fees and charges being undertaken with a view to align where possible
Book Overdue and Reservation Charges	Requests not in stock- British Library	£5.00	TBC	0%	
Book Overdue and Reservation Charges	Requests not in stock - SELMS partners	£2.00	N/A	0%	No longer part of SELMS from April 2014
Book Overdue and Reservation Charges	Requests- Age 0-59	£1.00	TBC	0%	Tri Borough review of fees and charges being undertaken with a view to align where possible
Book Overdue and Reservation Charges	Overdue Notifications Printed- all ages (No VAT Charged)	£0.40	TBC	0%	
Audio-Visual Loan and Overdue Charges	DVD Loans Feature Films 3 days Adult Age 16-59	£1.50	TBC	0%	
Audio-Visual Loan and Overdue Charges	Overdue DVDs- Age 0-59 Per Day Max £7.50	£0.75	TBC	0%	
Audio-Visual Loan and Overdue Charges	Language Courses/ Learning Packs-three weeks	£2.50	TBC	0%	
Audio-Visual Loan and Overdue Charges	Overdue CDs- Per Day Max £7.50 (No VAT Charged)	£0.25	TBC	0%	
Audio-Visual Loan and Overdue Charges	Box sets DVDs loans Age 0-59 (No VAT Charged)	£3.50	TBC	0%	
Audio-Visual Loan and Overdue Charges	Box sets DVDs Overdues to a maximum of £7.50 Age 0-59 (No VAT Charged)	£0.75	TBC	0%	
Audio-Visual Loan and Overdue Charges	Talking Book Loans	£1.00	TBC	0%	
Internet Charges	Access - After First Half Hour - Per Half Hour members	£0.50	TBC	0%	
Internet Charges	(H&F School Children Free)	£0.00	TBC	0%	
Internet Charges	A4 Print - black and white	£0.10	TBC	0%	
Internet Charges	Access- None members pay for every Half Hour	£0.50	TBC	0%	
Internet Charges	Access- Advance 3 hour booking	£2.00	TBC	0%	
Internet Charges	A4 Colour	£1.00	TBC	0%	

Division / Service	Description	2013/14 Charge (£)	2014/15 Charge (£)	Proposed Uplift (%)	Basis for Charge
SMS Communications	Receive SMS reminder of items due (elective service)	N/A	£0.20	New Charge	Cost recovery
Fax Charges - Per Page	UK	£1.00	TBC	0%	Tri Borough review of fees and charges being undertaken with a view to align where possible
Fax Charges - Per Page	Europe	£1.50	TBC	0%	
Fax Charges - Per Page	North America	£2.00	TBC	0%	
Fax Charges - Per Page	Australia	£2.00	TBC	0%	
Fax Charges - Per Page	Elsewhere	£4.00	TBC	0%	
Fax Charges - Per Page	Incoming Material	£1.00	TBC	0%	
Photocopying - Per Page	A4 black and white - self service	£0.10	TBC	0%	
Photocopying - Per Page	A3 black and white - self service	£0.20	TBC	0%	
Photocopying - Per Page	A4 black and white - assisted service	£0.20	TBC	0%	
Photocopying - Per Page	A3 black and white - assisted service	£0.40	TBC	0%	
Photocopying - Per Page	A4 colour - self service	£1.00	TBC	0%	
Photocopying - Per Page	A3 colour - self service	£1.50	TBC	0%	
Photocopying - Per Page	A4 colour - assisted	£1.50	TBC	0%	
Photocopying - Per Page	A3 colour - assisted	£20.00	TBC	0%	
	Withdrawn Library Books				
Sale Items - guide prices - No VAT Charged	Adult Fiction and Children's books	£0.60	£0.60		For sale items, the guide price is based on full cost recovery
Sale Items - guide prices - No VAT Charged	Adult Non-Fiction	£1.00	£1.00		
Sale Items - guide prices - No VAT Charged	Paperbacks	£0.50	£0.50		
Sale Items - guide prices - No VAT Charged	Cassettes	£0.50	£0.50		
Sale Items - guide prices - No VAT Charged	CD's	£0.50	£0.50		

Division / Service	Description	2013/14 Charge (£)	2014/15 Charge (£)	Proposed Uplift (%)	Basis for Charge
Sale Items - guide prices - No VAT Charged	Videos/DVDs	£0.50	£0.50		
	Miscellaneous Sale Items				
Sale Items - guide prices - No VAT Charged	ECO Bags	£1.00	£1.00		
Sale Items - guide prices - No VAT Charged	Memory Sticks	£9.00	£9.00		
	Voluntary groups in H&F, Registered charities and Residents Associations only				
Premises Hire - Per Hour	During Library Hours	£15.00	£17.50	15%	50% Discounted for Community Groups and applying uplift as per premises charges below
Premises Hire - Per Hour	Outside library Hours	£50.00	£55.00	10%	50% Discounted for Community Groups and applying uplift as per premises charges below
	Other				
Premises Hire - Per Hour	During Library Hours	£30.00	£35.00	15%	Cost recovery
Premises Hire - Per Hour	Outside library Hours	£100.00	£110.00	10%	Cost recovery
Exhibition Space - Per Day	Preparatory Day	£60.00	£70.00	15%	Cost recovery
Exhibition Space - Per Day	Exhibition Days	£120.00	£130.00	10%	Cost recovery

Children's Services Fees & Charges Exceptions 14/15

Fee Description by Division	2013/14 Charge (£)	2014/15 Charge (£)	Proposed Uplift (%)	Comments
<u>School Meal Fees</u>				
School Meals- Primary (Pupils)	2.47	2.53	2.43%	charges increased in line with the contract
School Meals- Secondary (Pupils)	1.90	1.90	0.00%	
School Meals- Primary (Adults)	3.08	3.15	2.27%	
School Meals- Secondary (Adults)	3.08	3.15	2.27%	