

THE VALE OF GLAMORGAN COUNCIL

HEALTHY LIVING AND SOCIAL CARE SCRUTINY COMMITTEE: 7TH FEBRUARY, 2023

REFERENCE FROM CABINET: 19TH JANUARY, 2023

“C190 VALE OF GLAMORGAN COUNCIL – PROPOSED FEES AND CHARGES FOR 2023/2024 (EL/PR) (SCRUTINY – ALL) –

The Leader presented the report, the purpose of which was to propose changes in service charges for functions managed by the Council in the following directorates for the financial year 2023/24:

- Environment and Housing
- Managing Director
- Corporate Resources
- Learning and Skills
- Place
- Social Services

The Leader said that it was apparent as part of the revenue budget discussions how important income generation was to be able to deliver a balanced budget. Some basic principles of fairness were applied during consideration of fees and charges whilst also considering inflationary pressures. In terms of non-statutory services, consideration had been given to those where, if possible, they could be cost-neutral either now or in the future.

Service costs had been benchmarked against other Local Authorities and related service provision in order to be comparable, with some services rounded up the nearest 5p or 10p.

The Leader said that there would be a separate report to Cabinet concerning car parking as there were various strategic aims within the Council's approach to car parking that had to be considered, for example, tiered charges.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T the proposals for amendments to fees and charges and associated policy and process changes as set out in the report and the associated appendices be approved.

(2) T H A T the report be referred to all Scrutiny Committees for comment and that those comments be referred to Corporate Performance and Resources as the lead Scrutiny Committee.

(3) T H A T in pursuance of Resolution (2), Corporate Performance and Resources Scrutiny Committee refer comments to Cabinet for consideration as part of the final fees and charges setting at the meeting on 27th February, 2023.

(4) T H A T delegated authority be given to the Director of Environment and Housing in consultation with the Head of Finance/Section 151 Officer and the relevant Cabinet Member, to agree and set any new charges or amend the values of existing charges for the Directorate that may arise during the course of the financial year 2023/24.

(5) T H A T delegated authority be granted to set Registrars fees to the Operational Manager (Democratic Services) as the Proper Officer for the Council's Registration Service, in consultation with the Director of Corporate Resources, Head of Finance/Section 151 Officer and the Cabinet Member for Performance and Resources.

(6) T H A T delegated authority be granted to the Director of Social Services in consultation with the Head of Finance/Section 151 Officer and the relevant Cabinet Member, to agree and set any new charges or amend the values of existing charges for the Telecare Service following the review that was currently being undertaken.

Reasons for decisions

(1) Having regard to the fees and charges proposed for 2023/24.

(2) To ensure the Corporate Resources and Performance Scrutiny Committee considers the comments of other Scrutiny Committees.

(3) To enable Cabinet to consider the views of the Scrutiny Committee when reaching a determination on the matters.

(4) To enable new charges to be introduced as early as possible for any new services provided by the Council.

(5) To ensure appropriate fees could be set for future years for the Registrars service.

(6) To enable the changes to the Telecare system to be implemented in a timely manner.”

Attached as Appendix – Report to Cabinet: 19th January, 2023

Meeting of:	Cabinet
Date of Meeting:	Thursday, 19 January 2023
Relevant Scrutiny Committee:	All Scrutiny Committees
Report Title:	Vale of Glamorgan Council – Proposed Fees and Charges for 2023/2024
Purpose of Report:	To propose changes in service charges for functions managed by the Council in the following directorates for the financial year 2023/24: <ul style="list-style-type: none"> - Environment and Housing - Corporate Resources - Learning and Skills - Place - Social Services
Report Owner:	Report of the Executive Leader and Cabinet Member for Corporate Performance and Resources
Responsible Officer:	Head of Finance/ Section 151 Officer
Elected Member and Officer Consultation:	All Scrutiny Committees
Policy Framework:	This is a matter for Executive decision by Cabinet.

Executive Summary:

- This report seeks Cabinet approval of fees and charges for The Vale of Glamorgan Council for 2023/24.
- The current inflationary environment is placing significant pressures on these service areas particularly in respect of staff costs and energy costs and a key element of the Financial Strategy identified in the MTFP and Financial Strategy which was reported to Cabinet in October 2023 was to move to a cost recovery position for services.
- A number of service areas have identified income generation as a strategy to generate savings for the service areas and it is important that fees and charges reflect this approach to ensure a balanced budget can be achieved for 2023/24.
- The majority of the proposed fees and charges contained in this report and associated appendices reflect an increase of between 5% and 11% which has been rounded in some cases to

the nearest 5p or 10p. Some fees and charges have increased higher than this percentage; 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.

- This report will be referred to all Scrutiny Committees in February for comment and these comments will be referred to Corporate Performance and Resources as lead Scrutiny and then referred to Cabinet for consideration at its meeting of 27th February, 2023 the final fees and charges for 2023/24 will be set.

Recommendations

- 1.** That Cabinet approves the proposals for amendments to fees and charges and associated policy and process changes as set out in this report and the associated appendices.
- 2.** That Cabinet refers this report to all Scrutiny Committees for comment and that these comments are referred to Corporate Performance and Resources as the lead Scrutiny Committee.
- 3.** That in pursuance of recommendation 2, Cabinet requests that Corporate Performance and Resources Scrutiny Committee refers comments back to Cabinet for consideration as part of the final fees and charges setting at the meeting on 27th February, 2023.
- 4.** That delegated authority is given to the Director of Environment & Housing Services in consultation with the Head of Finance/Section 151 Officer and the relevant Cabinet Member, to agree and set any new charges or amend the values of existing charges for the Directorate that may arise during the course of the financial year 2023/24.
- 5.** That delegated authority be granted to set Registrars fees to the Operational Manager (Democratic Services) as the Proper Officer for the Council's Registration Service, in consultation with the Director of Corporate Resources, Head of Finance/Section 151 Officer and the Cabinet Member for Performance and Resources.
- 6.** That delegated authority be granted to the Director of Social Services in consultation with the Head of Finance/Section 151 Officer and the relevant Cabinet Member, to agree and set any new charges or amend the values of existing charges for the Telecare Service following the review that is currently being undertaken.

Reasons for Recommendations

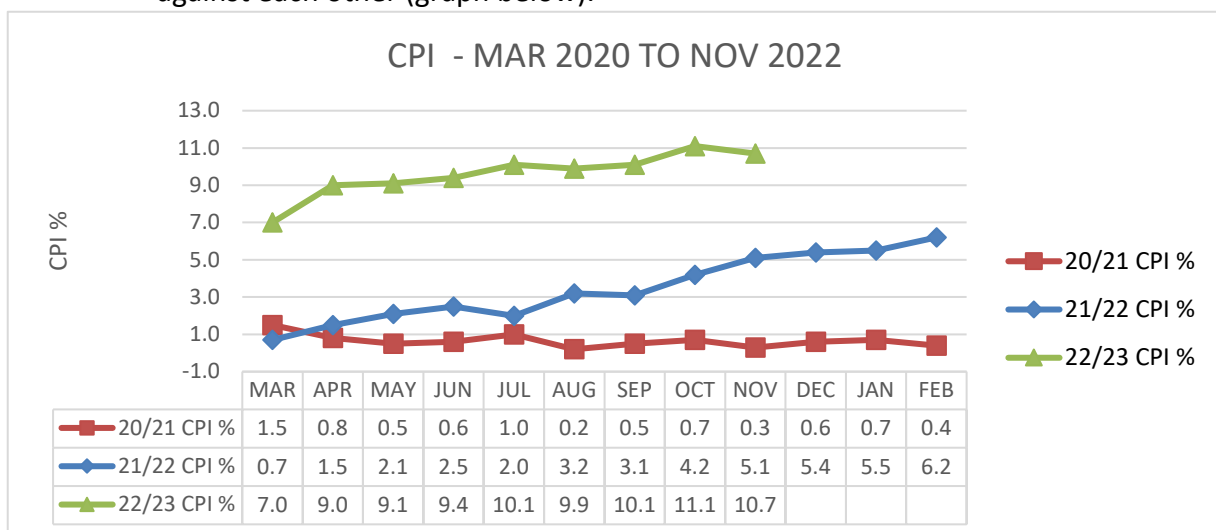
- 1.** To obtain Cabinet's approval of the fees and charges proposed for 2023/24.
- 2.** To ensure the Corporate Resources and Performance considers the comments of other Scrutiny Committees.
- 3.** To enable Cabinet to consider the views of the Scrutiny Committee when reaching a determination on these matters.
- 4.** To enable new charges to be introduced as early as possible for any new services provided by the Council.
- 5.** To ensure appropriate fees can be set for future years for the Registrars service.
- 6.** To enable the changes to the Telecare system to be implemented in a timely manner.

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 across the Council. 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 Directorates of Environment and Housing, Social Services, Learning and Skills, Place and Corporate Resources
- 1.3** As revenue budgets have reduced in recent years, 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, including; 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** The Medium Term Financial Plan (MTFP) and Financial Strategy - which was reported to Cabinet in October 2022 - set out Income Generation as one of the key strands to achieving a balanced budget for future years. The report sets out that all services should consider the need to ensure cost recovery when setting fees and charges and that it should be only in areas where a policy decision is made and there is a clear case for the interventional impact of a service that lower fees and charges should be set.
- 1.5** Inflation remains the primary cost driver for the Council in 2023/24 and amounts to £25.525M in total. Pay is a significant pressure with a need to correct the base for the 2022/23 awards which were greater than budgeted for as well as the pay awards for 2023/24 which Welsh Government have advised councils should use 5% for planning purposes. Utilities costs have also increased significantly for 2023/24, projections from the Council's energy supplier show increases for gas of around 230% and electricity increases range from 2% to 151% but account for a more significant proportion of energy usage for the Council's estate. The Council is also encountering significant contractual inflation on contracts such as refuse, school transport and ICT costs which partly reflects the shortage of labour in the market and an increasing reliance on digital solutions.
- 1.6** It should be considered when setting fees and charges that whilst 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.
- 1.7** 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.

- 1.8** The CPI rate in November 2022 was reported at 10.7%; a reduction from 11.1% in October 2022. However, having considered the main driver for the costs associated with fees and charges is staff time it is recommended that unless mentioned in this report an increase of at least 5% has been applied and rounded to the nearest 1p. This increase reflects estimated staff pay awards for 2022/23 and whilst this rate is below CPI it reflects some of the inflationary pressures being experienced by services. A large range of increases has been used to handle the currently volatile economy, as represented in the CPI rates for the financial years 2020/21, 2021/22, and 2022/23 (up to November) compared against each other (graph below).



- 1.9** Whilst cost recovery is the principal focus when pricing services and products, the current cost of living crisis and political sensitivity have also been taken into consideration. Moreover, as to reduce the risk of demand downfall some fees and charges have remained the same or increased below 5%. Other fees and charges have been risen by the higher side of this increase range (or above 11%) as to help recover costs and contribute to other services that cannot be fully covered by the fees and charges most appropriate.
- 1.10** An Equalities Impact Assessment has been undertaken as part of the review of fees and charges and can be found in Appendix 8.

2. Key Issues for Consideration

- 2.1** The proposed charges for services for 2023/24 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 – Corporate Resources

2a Registrars

2b Land Charges

2c Legal Services

2d Property Services

2e Human Resources

Appendix 3 - Learning and Skills: Adult Community Learning

Appendix 4 - Learning and Skills: Libraries

Appendix 5 – Learning and skills: Penarth Pier Pavilion

Appendix 6 - Place

6a Cosmeston Lakes

6b Medieval Village

6c Porthkerry Country Park

6d Glamorgan Heritage Coast

6e Public Rights of Way

6f Reptile Translocation

Appendix 7 - Social Services

7a Internal Day Services

7b 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 which range mostly from between 5% and 11%.
- 2.3** Several 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 Medium Term Financial Plan and Financial Strategy and to generate savings. The service area will have undertaken some analysis of demand which 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 describe changes to fees and charges and associated policies and processes where an alternative approach has been followed.

Wick changing pavilion

- 2.6** These charges no longer appear within the report as Wick changing pavilion facilities have been transferred to the clubs based at the sites, to enable the Council to reduce the cost of maintaining these facilities.

Lacrosse

- 2.7** These charges no longer appear within the report as Lacrosse facilities are no longer in use.

Sports: Football and Rugby; and Cricket (without attendant)

- 2.8** Sporting related fees - rugby/ football and cricket in particular – are mostly proposed to increase by between 5 to 5.5% which is lower than the current rate of CPI to try to promote health and wellbeing and maintain the availability of services to the residents of the Vale of Glamorgan. An increase in these fees is still recommended due to the rising cost of maintenance of these premises and to further the work with regard single use sports pitches.

Allotments

- 2.9** In order to work towards full cost recovery, the Barry/Rhose allotments proposed increase is 67% (to nearest whole number). The current fee of £6.50 per perch does not cover the costs of providing this service and hence to help work towards cost recovery within the allotment services it is recommended to raise this fee to £11.20.

The Cowbridge allotment fee however is suggested to remain the same at £14 per perch to decrease the risk that demand is reduced, and residents are not deterred from contributing to making the Vale of Glamorgan a greener and healthier community.

Jenner Park

- 2.10** Charges at Jenner Park have mainly increased by 11% to reflect the rate of inflation. However, charges to schools for sports days have only increased by around 5%. Charges that include a charge for floodlighting have had to increase by between 35% and 100% to reflect the large increases in electricity costs that will be experienced in 2023/24.

Kings square

- 2.11** Local/national charities fees will still be determined via negotiation and other commercial organisations proposed fees are an increase in line with inflation (11%).

Bulky Waste

- 2.12** It is proposed for bulky waste fees to increase by 25% due to the rising costs of providing this service and work towards full cost recovery within the waste disposal sector. Whilst this does not fully cover the costs of providing these services, this increase is recommended to help reduce the risk of decreasing demand, therefore resulting in the dumping of such items which will then cost the Council more. For these reasons, the collection of additional bulky items (above 3; maximum of 5 items) are not proposed to increase.

Commercial Waste

- 2.13** The weekly segregated recycling (90L bag; 35L glass container: and 45L bag) will no longer be available.
- 2.14** The service of any wheeled bin provided by the Vale of Glamorgan Council that adopts a compaction system for handling residual waste will no longer be provided.
- 2.15** Due to the competitive nature of the service, but simultaneously increasing costs of delivering this service, the proposed increase of commercial waste charges for 2023/24 is 11%.

Domestic waste

- 2.16** 40L/44L recycling box net covers will no longer be provided. Furthermore, 40L/44L recycling boxes will no longer be available.
- 2.17** Few domestic waste related services have fees attached, but those that do have a proposed increase of 10% to help contribute to the covering of service delivery costs whilst also reducing the risk of residents disposing of waste inconveniently (that will increase the Council's costs of dealing with said waste). However, the administration charge for issuing a HWRC van and/or trailer permit is proposed

to increase by 11% (to the nearest whole number) due to the costs of delivering this service having increased further and hence is still recommended to increase these fees by the upside of the pre-discussed fee range.

- 2.18** The purchase of Hygiene Caddies are proposed to be increased by 400% (from £2, up to £10). This reflects the actual cost of the hygiene container which has been subsidised until now.

Beach Huts

- 2.19** It is proposed to increase the fees and charges for daily hire and annual passes for beach huts at the recommended 11% for 2023/24. Charges for Weddings & Civil Partnerships at various coastal locations are also proposed to increase in line with CPI (11%), these venues are:

- Beach Huts
- Barry Island Amphitheatre
- Band Stand
- Jacksons Bay Beach

Roundabout Advertising and Sponsorship

- 2.20** The Council's external 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 since March 2020 Cabinet have 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 increase by 11%.

Docking of Waverley and Balmoral at Penarth Pier

- 2.21** It is proposed that these costs are increased at the rate of inflation (11%) to work towards full cost recovery to provide this service, as 2 staff are required to be present when the boats dock at the Pier, without decreasing demand for the service. There is also a differential in charges for docking on Saturdays, Sundays or Bank Holidays to reflect the increase in payments that need to be made to employees.

Highway

- 2.22** Fees relating to Canopy, structure or sign overhanging the highway; (Section 177 Highway Act) are proposed to raise by 13% to help increase income to contribute towards full cost recovery. The large increase is due a benchmarking exercise having been undertaken of the fees charged by other local authorities in the surrounding areas fee for this service being a similar price or higher.

Therefore, it is envisaged that the proposed fee will remain competitive despite the significant increase.

2.23 Fees relating to Crane working on Highway, without the requirement of Traffic Management, are proposed to raise by 679% to £450.00 to help increase income to contribute towards full cost recovery. The large increase is due to the benchmarking exercise of fees charged in the surrounding areas which identified that fees would still be of a similar price or higher, hence a competitive aspect is still present in the proposed fee.

2.24 To help contribute to the full cost recovery of highway related services, the following service fee increases are proposed:

- Assessment fees for temporary directional signing for events (max no 10) or to new developments for up to 6 months (per 5 no. signs) – and further 6 months – are proposed to increase by 94%. The proposed increase for the assessment fee for temporary events signs exceeding 10 is 33%.
- H Bar Markings Administration and Works Cost - 37 %.
- Complex Search - 94.05%;
- House Name Change- 41.38%;
- Proof of Address Letter- 89.39%;
- Technical Approval of Highway Structures- 44.89%;
- Tourism Sign Design, Cost Estimate, Manufacture and Erection - 24.11%

This increase is not expected to decrease demand due to the charges Local Authorities that were found within the benchmarking exercise.

2.25 Several new services are to be introduced to further assist consumers when completing projects. The fees for these services have been determined by calculating the costs of delivering these and the other Local Authority charges to help determine the most appropriate fees to be presented. These services include:

- Recovery of Personal items from gullies / drainage systems;
- SAB Pre-application - not including meeting;
- SAB Pre-application - including meeting;
- SAB Pre-application - site visit;
- Provision of Grit Bin or salt container (subject to approval);
- Refill of Grit Bin or salt container;
- Charge for Shields for LED lights;
- Additional Street Name Plate.

Filming

2.26 The guide price for filming charges within the Vale of Glamorgan (on highways etc.) will be increased by at least 11% with further discussions pending regarding raising the fees further and introducing additional services.

Engineering and Transportation (Appendix 1b)

Car Parks

- 2.27** Town Centre car park charges are recommended to remain the same as to ensure residents are not discouraged from using town centre car parks. The two hour free parking is proposed to remain to help safeguard demand as well as benefit the Vale of Glamorgan market by encouraging residents to use Local shopping centres and feed back into the community.
- 2.28** Coastal car parks have not seen an increase in charges since 2018/19. Due to the increasing popularity of our coastal resorts and the associated costs of maintaining them, it is proposed to increase the charge for car parking for up to 1 hour from £1 to £1.10 (10%) and the all-day charge (over 1 hour) from £6 to £6.50 (8%). Charges for parking after 4pm at coastal locations are due to change from £1 to £1.10 for up to 1 hour and £3 to £3.25 for the over 1 hour charge. These 1 hour and all day charges have been in place for some time and it is the intention to introduce a more tiered structure, similar to those in place in other car parks.
- 2.29** A further review of car parking charges across the Council area, will be carried out as part of a car park review that is being undertaken to support the 2023/24 budget proposals and alongside the implementation of ANPR at the Council's Coastal car parks. A report on that car parking review is anticipated in the coming weeks, given that the review is intrinsically linked to the budget proposals for 2023/4. As part of this review a move towards tiered parking charges will be properly considered. It should be noted that for any changes to the current charging structure and to move towards tiered charges, there will be a need for new Traffic Regulation Orders and the required advertisement and consultation. Further analysis of the options which will enable a move towards a tiered approach will be undertaken as part of the review with the intention to move towards such an approach during 2023/4.
- 2.30** For customers that regularly use the Coastal car parks, seasonal tickets are still available and are proposed to be raised by 11% to contribute towards the increased costs of maintenance of our coastal resorts. The cost of a permit for 12 months will therefore be £55.50 in 2023/24.

Outdoor Trading Spaces

- 2.31** The proposed fee increases include:
- Café Style Licences to trade on the highway – increases of 66 % (1 to 4 tables), 100.00% (5+ tables) respectively;
 - Outside trading area for the sale of goods: Outside trading area to be no greater than 10 square metres on the adopted footway – 66% (Over and Under 5 square metres but no greater than 10 m2).

The increases set out above are proposed to help generate income both to cover the costs of providing these services and to contribute any potential extra income towards other services where fees and charges cannot be increased to full cost recovery. The increases are significantly larger than the majority of the proposed fees and charges within this report due to a rise in demand within the last year. This increase has been informed by exercise reviewing the fees and charged levied by other local authorities surrounding the Vale of Glamorgan Council which considers that the proposed fee will still be competitive.

Transportation

- 2.32** Due to the increasing costs of providing school transport, it is proposed that the fee for an annual travel pass on a contracted mainstream school bus service is to be increased in line with inflation and rounded up to the nearest pound; this will also apply to replacement bus passes.

Porthkerry Cemetery (Appendix 1c)

- 2.33** 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.

Corporate Resources

Registrars (Appendix 2a)

- 2.34** Details of the fixed fees charged by the Registration Service are set out in Appendix 2a. Multiple new services are to be introduced, including:
- Non-alcoholic first toast;
 - Biodegradable confetti;
 - Pre-ceremony consultation (45 minute meeting).
- Moreover, the proposition includes the de-commissioned rooms being assigned different fees, resulting in the following selection of venues under the registrar's services:
- Approved premises;
 - Dunraven room (up to 75 guests);
 - Southerndown Room – committee room 3 (20 guests).
- 2.35** To help residents and venues understand the fees attached to the registrar's fee regarding wedding ceremonies and civil partnerships within approved venues, it is proposed that a flat rate fee is introduced regarding this service of £500. This would also save administrators time when ceremonies are moved from one day to another; assisting unsure/confused customers; and general booking of services. Whilst this would result in the Sunday and bank holiday related fee decreasing by 2%, it would also result in a 15% increase of the Monday to Thursday related fee; 7.5% increase of the Friday related fee; and 7.5% increase of Saturdays fee.

- 2.36** Alternatively, it is recommended that the fees related to the - decommissioned venue - Dunraven Room are increased in line with CPI. This is to help contribute towards the full cost recovery aim without decreasing accessibility to the public.
- 2.37** The Southerndown Room fee will be a new charge and hence has a proposed initial fee of £100 and £150 for a register office style ceremony and enhanced ceremony (respectively). These would be flat rate for Monday to Saturday (services not available on Sunday). This service is to help offer an option to those that find the Dunraven room too large and the register office too small for the number of guests they wish to be present, and hence the recommended fee is low to remain in a competitive position whilst also working towards recovering the costs related to providing this service.
- 2.38** New services to allow the personalisation of the de-commissioned rooms (Dunraven and Southerndown) are being introduced. These new fees are based on ensuring the service delivery costs are covered whilst also ensuring that the fee does not discourage potential customers away. These will be reviewed later to determine the level of demand and hence margin for price increases.
- 2.39** It is also being recommended that delegated power to set fees for statutory (marriage and civil partnership) and non-statutory (namings, vow renewals etc) two financial years in advance be granted to the Operational Manager (Democratic Services) as the Proper Officer for the Council's Registration Service, in liaison with the Director of Corporate Resources and the Cabinet Member for Performance and Resources. This is proposed due to a registrar customer commonly booking a ceremony 2 to 3 years in advance. Similarly, it is suggested that the variation of additional services fees be determinable by the Operational Manager (Democratic Services) as the Proper Officer for the Council's Registration Service. Doing this would allow more appropriate fees to be set in-year when the supplies fees increase and decrease. This is a particularly challenging issue within today's volatile economy and the approval of the delegated authority will help to ensure the fees will at least cover the supplier costs.

Land Charges (Appendix 2b)

- 2.40** Details of the fixed fees charged in relation to Land Charges are set out in Appendix 2b. The figures for 2022/23 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 2023/24 with a standard 11% increase rounded to the nearest 10p and will continue to be reviewed on an annual basis.

Legal Services (Appendix 2c)

- 2.41** Within Legal and Democratic Services there are a number of 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.

- 2.42** In addition, an officer delegation has been in place since 2003 for the setting and review of the legal fees payable to the Council.
- 2.43** 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.
- 2.44** 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.
- 2.45** Legal services are provided through a Service Level Agreement and through other agreements. 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.
- 2.46** Details of the fixed fees charged by Legal Services are set out in Appendix 2c. The figures for 2022/23 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 2023/24 with a standard 11% increase rounded to the nearest 10p and will continue to be reviewed on an annual basis.

Property Services (Appendix 2d)

- 2.47** Details of the fixed fees charged by Property Services are set out in Appendix 2d. The figures for 2022/23 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 2023/24 with a standard 11% increase rounded to the nearest 10p and will continue to be reviewed on an annual basis.

Human Resources (Appendix 2e)

- 2.48** Appendix 2e outlines the fees levied in Human Resources in respect of DBS checks and payroll for external organisations.
- 2.49** For DBS checks it is proposed the fee is kept at the current level of £16.
- 2.50** 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 10%.

Learning and Skills

Adult Community Learning (Appendix 3)

- 2.51** The Council delivers several chargeable services through Adult Community Learning (ACL).
- 2.52** The proposed fees for 2023/24 are set out in Appendix 3. Fees for the 10 week courses and Fitness classes are proposed to increase at 24% to work towards the full cost recovery goal. The current fees generate income that is not as large as that spent, as demonstratable by comparing the actual 2021/22 gross expenditure and the gross income: £216,990, and £282,643 (respectively). Moreover, the cost of providing these services is predicted to further increase due to the relevant resources - such as electricity – costs rising, hence an increase above the CPI is recommended to help progress towards a full cost recovery within Adult Community Learning.

Libraries (Appendix 4)

- 2.53** The proposed fees regarding library related services are set out in appendix 4.
- 2.54** It is proposed that all fines are reinstated (paused due to Covid pandemic), as well as reinstating the loan charge attached to talking books. Whilst this was a necessity during the Covid pandemic due to the associated restrictions and inability to visit 'non-essential premises', this fee helps to contribute to the cost recovery of the library as well as helping to deter customers from mistreating books, etc. loaned from the library.
- 2.55** To help recover costs lost due to the pandemic and continue to work towards full cost recovery, it is recommended that all 2022/23 fees within the libraries are increased by 12%.

Penarth Pier Pavilion (Appendix 5)

- 2.56** The services provided have been further broken down to assist the relevant employees to help potential consumers arrange the booking of Penarth pier rooms/ venues, and to help said consumers judge which service is most appropriate for themselves. The proposed fees have been provided based on the last year's performance and the surrounding tourist sites and venues, but it is still a new project and hence the fees and charges will again be reviewed later in the year to ensure they are appropriate to both upkeep demand and ensure full cost recovery is achieved with extra that could be used within another service provided by the council.

Place

Countryside

- 2.57** 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.
- 2.58** 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.
- 2.59** Countryside car parks are proposing to introduce a charge of £1 for up to one hour car parking. Previously this charge was £1 for up to 2 hours. The charge for up to 2 hours is proposed to be £2 and the charge for up to 4 hours is proposed to increase from £2 to £4. The all day charge is proposed to increase from £4 to £5. The increase in prices is to contribute to the ongoing increase in maintenance costs of the Countryside Parks.

Cosmeston Lakes (Appendix 6a)

- 2.60** Appendix 6a shows proposed changes to charges. In some cases charges remain unchanged to reflect current market trends, in others they increase within the rate of inflation range or marginally higher, 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.

Medieval Village (Appendix 6b)

- 2.61** Appendix 5b shows that the majority of prices have remained the same to reflect market value, in others they increase by around the rate of inflation or a little more. From the 1st of April 2022 it is proposed that there will be limited free entry into the Medieval Village, free access will not be permitted whilst third party events and educational tours are taking place. Any bookings for external commercial activity will attract a fee.

Porthkerry Country Park (Appendix 6c)

- 2.62** Appendix 6c shows proposed charges for Porthkerry, showing that the majority of prices reflect those of Cosmeston. In some cases, charges remain unchanged to reflect current market trends, in others they increase by around the rate of inflation or a little more, reflecting the take up of services and cost of delivery.
- 2.63** To help introduce further income and provide more services to the public the lodge is being considered for wedding blessings. As this is a new service the proposed fees are based on estimated service delivery costs and general market

trends. These fees will be reviewed later in the year to determine whether there is demand for the and if said fees cover the costs of provision.

Glamorgan Heritage Coast (Appendix 6d)

- 2.64** Proposed charges are set out in Appendix 6d, which are largely unchanged and in line with the Country Parks. Those that are suggested to rise are based on the 2022/23 fee with an increase of 15% to help recover service delivery and site upkeep costs.

Public Rights of Way (Appendix 6e)

- 2.65** Proposed charges are set out in Appendix 6e, which are recommended to rise by 15% in line with the total cost recovery target, whilst also trying to reduce risk of demand decreasing.

Reptile Translocation (Appendix 6f)

- 2.66** The proposals set out in Appendix 6f remain unchanged as set charges were recently introduced and the market is still being gauged. Thus, the fees and charges will again be reviewed later in the year to ensure they are appropriate to both upkeep demand and ensure full cost recovery is achieved

Social Services (Appendix 7)

- 2.67** The Social Services and Well-Being (Wales) Act 2014 ('the Act') came into 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 into 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.
- 2.68** The Act provides for a single legal framework for charging adults for care and support and for charging carers for support.
- 2.69** 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.
- 2.70** 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.
- 2.71** The department has a wide range of income sources that feed into operational budgets such as Welsh Government and Health funding. It is anticipated that 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.

2.72 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.

2.73 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:

- The Council will ensure that charging is considered where a legal power exists (or no legal barrier preventing it) to do so.
- The Council will ensure that debt recovery procedures are followed in line with the Social Services Debt Recovery Policy.
- 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.
- 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.

2.74 To ensure that current costs reflect the cost of services it is proposed to uplift day service fees by the amalgamated estimated inflation assumption of 11%.

2.75 Telecare Services are introducing a new series of services to help simplify and meet the needs of the community. This will involve four levels of service: Essential, Bronze, Silver and Gold. The base level (Essential) that these services provide is a smart digital alarm unit with falls detector and also the newly introduced falls response service in partnership with St John's Ambulance. Customer can select the appropriate level of service they require. Each level increases by 2-3 additional monitor devices and then the final Gold level involves a bespoke assessment to help determine the most suitable available technology for the customer. The costs of these new service categories are proposed to be of similar price to the current services, ranging between £1.30 to £7.80 per week. These proposed fees will cover the estimated costs of these new services as well as providing extra income that can then be used towards the further development of these services and contribute to the full cost recovery aim. It is proposed that the installation of these services for new and

existing customers is provided free of charge to encourage the uptake by residents.

2.76 A review of the costs of delivering the new Telecare Services will be carried out later in the year to measure the suitability of the price once the new service costs have been further measured.

2.77 The proposed charges for services for 2023/24 are set out in the appendices as follows:

Appendix 7a: Internal Day Services

Appendix 7b: 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. 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.

4. Climate Change and Nature Implications

4.1 There are no specific climate change implications arising from the fee increases proposed.

5. Resources and Legal Considerations

Financial

5.1 The fee increases outlined in this Report assist in reducing to the budgetary pressures within the Directorates and some associated savings are included in the Budget for Consultation also included on this agenda.

Employment

5.2 There are no employment implications arising from the proposals in this report.

Legal (Including Equalities)

- 5.3** Under relevant legislation the Council is permitted to charge for certain services it provides. Full details of the relevant legislation on fees and charges are contained in the Income Generation and Commercial Opportunities Strategy.
- 5.4** An equal opportunities 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.

6. Background Papers

None.

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Appendix 1a: NEIGHBOURHOOD SERVICES - SERVICE CHARGES

Where applicable, VAT will be charged at the current rate

Description	Comments	2022 / 2023	2023/24
FOOTBALL AND RUGBY			
Senior			
Hire of pitch and changing facilities	Per match	£57.70	£60.60
Hire of pitch	Per match	£43.60	£45.80
Hire of pitch and changing facilities (coaching day)	Per day	£85.00	£89.30
For games organised through the Vale of Glamorgan League		£51.60 (Maximum charge to club) £47.60	£54.20 (Maximum charge to club) £50.20
Youth			
Hire of pitch and changing facilities	Per match	£33.70	£35.40
Hire of pitch	Per match	£23.00	£24.20
Hire of pitch and changing facilities (coaching day)	Per day	£85.00	£89.30
Junior (U12/U11 - 9v9) (U16/U15/U14/U13)			
Hire of pitch and changing facilities	Per match	£12.10	£12.70
Hire of pitch	Per match	£7.70	£8.10
Hire of pitch and changing facilities (coaching day)	Per day	£85.00	£89.30
Minis			
Hire of pitch	Per game	No charge for grass pitch	No charge for grass pitch
Changing facilities (1 team)		£12.10	£12.70
Changing facilities (up to 5 mini age groups)	Per morning	£19.70	£20.70
Hire of pitch and changing facilities (coaching day)	Per day	£85.00	£89.30
Wick Changing Pavilion			
Changing rooms and showers - senior	Per match	£23.00	Charge removed - facility transferred to clubs based at site.
Changing rooms and showers - juniors	Per match	£12.10	Charge removed - facility transferred to clubs based at site.
Additional charge for use of hall and kitchen	Per match	£12.10	Charge removed - facility transferred to clubs based at site.
General meetings and occasional hiring's (including fund raising events)	For first hour	£11.00	Charge removed - facility transferred to clubs based at site.
	For every subsequent hour	£8.80	Charge removed - facility transferred to clubs based at site.
Children's parties and other junior social events		£27.20	Charge removed - facility transferred to clubs based at site.
Concessionary rate (less than 4 hours) i.e. OAP, junior and educational classes		£13.10	Charge removed - facility transferred to clubs based at site.
All day bookings (all day use of the whole pavilion)	Per day	£62.10	Charge removed - facility transferred to clubs based at site.
Hire of pitch and changing facilities (coaching day)	Per day	£85.00	Charge removed - facility transferred to clubs based at site.

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Lacrosse			
Hire of pitch and changing facilities	Per match	£62.10	Charge removed - Provision no longer offered
Schools	Per match	£30.50	Charge removed - Provision no longer offered
Hire of pitch and changing facilities (coaching day)	Per day	£85.00	Charge removed - Provision no longer offered
Cricket - without attendant			
Hire of pitch (weekday)	Per match	£60.00	£63.00
Hire of pitch (midweek evening)	Per match	£51.20	£53.80
Hire of pitch (Saturday)	Per match	£65.40	£68.70
Hire of pitch (Sunday)	Per match	£89.30	£93.80
Youth & Junior hire including schools of pitch	Per am / pm	£15.40	£16.20
Schools	Per am / pm	£44.70	£46.95
Deposit returnable for keys		£100.00	£100.00

Description	Comments	2022 / 2023	2023/24
Allotments			
Barry / Rhoose	Per 25.3m2 (1 perch)	£6.50	£11.20
Cowbridge	Per 25.3m2 (1 perch)	£14.00	£14.00
JENNER PARK			
Existing users			
Barry Town United AFC First Team - Full Pitch	Per hour (excl lighting)	£38.20	£42.40
Barry Town United AFC First Team - Half	Per hour (inc reduced lights)	£25.60	£34.50
Barry and Vale Harriers	Per hour (inc reduced lights)	£25.60	£34.50
Intersensory Cycle Club	Free	Free	Free
Hire fees			
Full Pitch - Football	Per Hour (excl. lights)	£76.20	£84.60
Half Pitch - Football	Per Hour (excl. lights)	£46.90	£52.00
Schools Use of Jenner Park for Sports Days			
Junior Schools - Vale		£77.80	£82.00
Senior Schools - Vale		£114.10	£120.40
Athletic Track	Per hour (inc. reduced lighting when required)	£89.30	£99.10
Commercial Hire			
Lighting Charges			
Full Lighting (per hour)	Per hour	£40.60	£81.20
Reduced Lighting (per hour)	Per hour	£9.90	£19.80
KINGS SQUARE			
Local or National charities	Hiring organisations to ensure all statutory permissions have been obtained at hirers cost.	By negotiation	By negotiation

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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)	£216.30	£240.10
COMMERCIAL ACTIVITIES IN PARKS			
Fitness classes in park	Comments	2022 / 2023	2023/24
		Licence fee by negotiation	Licence fee by negotiation.
Commercial Events within Parks/Open Spaces/Recreation Grounds			Fee by Negotiation
DEDICATION BENCHES			
Shared Bench	Max 3 plaques per shared bench. Price is per plaque	£211.20	£234.40
Exclusive Bench	Single plaque	£527.40	£585.40
Placement of a new bench on existing plinth	With a single plaque. From £1025 based on style	From £1085	From £1200
DEDICATION TREES			
Dedication Tree	No plaques permitted , From £320	From £340.00	From £377.00
PIER PLAQUES			
Small Pier Plaque	100mm x 12mm. (Max 20 Characters including spaces)	£67.00	£74.40
Large Pier Plaque	100mm x 36mm (Max 60 Characters including spaces)	£108.20	£119.90

Description	Comments	2022 / 2023	2023/24
HIGHWAYS			
Café Style Licences to trade on the highway			
1 – 2 tables with up to 8 chairs / seats		£150.00	£250.00
3 – 4 tables with up to 16 chairs / seats		£300.00	£500.00
5 -10 tables with up to 40 chairs / seats		£500.00	£1,000.00
11+ tables with over 40 chairs / seats (plus £35 per annum per chair over 40 chairs)	plus £35 per annum per chair over 40 chairs	£750.00	£1,500.00
Outside trading area for the sale of goods: Outside trading area to be no greater than 10 square metres on the adopted footway.			
Under 5 square metres	Annual Charge	£150.00	£250.00
Over 5 square metres but no greater than 10 m2	Annual Charge	£300.00	£500.00
A frame advertising board:	An application for A frame advertising board with a maximum of two advertising boards per business. Annual Charge	£100.00	£111.00
Street Works Licence	For each 150 metre length of highway	£481.30	£534.20

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Crane working on Highway, without the requirement of Traffic Management	Per day if no traffic management is required	£57.70	£450.00
Temporary Traffic Order		£557.40	£618.70
Emergency or 5 Days Order		£468.00	£519.50
Unauthorised skip / scaffolding / container on the highway	(plus the relevant permit charge) each occurrence for an unauthorised skip / scaffolding	£103.70	£103.70
Charge for return of illegal banners or obstructions removed from public highway	Each item	£103.70	£103.70
Replacement of alley gate key (lost or damaged)	Per key	£20.60	£22.90
Replacement of allotment key (lost or damaged)	Per key	£20.60	£22.90
Canopy, structure or sign overhanging the highway; (Section 177 Highway Act)		£88.20	£100.00
New crossovers		£221.50	£245.90
Widen existing crossovers		£221.50	£245.90
Provisional Crossover licence agreement	Where a low upstand kerb is present and the footway appears to be of sound condition.	£100.00	£111.00
Making excavation in the highway licence Section 171 HA 180	For each 150 metre length of highway	£476.90	£529.40
Crane 'Sail over Highway' licence	each licence	£108.90	£120.90
Skip on the Highway Permit	per month	£63.20	£70.20
Container on the Highway Permit	per month	£105.50	£117.10
Scaffolding on the Highway Permit	per month	£105.50	£117.10
Hoarding on the Highway Permit	per month	£105.50	£117.10
Highways – suggested additional charges for temporary signs:-			
Temporary Events signing on highway (max number 10) – Assessment fee	Max 10	£77.30	£150
Temporary Events signing on highway (exceeding 10) – Assessment fee £150	Exceeding 10	£154.50	£200
Temporary directional signing to new development for up to 6 months (per 5 no. signs) – Assessment fee £75	6 months	£77.30	£150.00
Temporary directional signing to new development 6 month extension (per 5 no. signs) - Assessment fee £75	Additional 6 Months	£77.30	£150.00
Temporary 12 month license to lay a protected cable across footway to facilitate EV Charging in residential terraced streets with no off road parking; conditions to be considered for license	Annual Charge	New fee	£180
Sponsorship			
	Comments	2022 / 2023	2023/24
Roundabout - Bronze	Min Annual Charge	£2,000.00	£2220.00
Roundabout - Silver	Min Annual Charge	£3,000.00	£3330.00
Roundabout - Gold	Min Annual Charge	£4,000.00	£4440.00
Gateway Sign - Platinum	Min Annual Charge	£5,000.00	£5550.00
Commercial Waste Charges			
	Comments	2022 / 2023	2023/24
Per 25 sack bundle		£108.20	£120.10
Per 250 sack bundle		£1,080.80	£1199.69
Plastic wheeled bins			
140L - Emptying charge		£5.50	£6.11
140L - Leasing charge	Weekly charge	£1.70	£1.89
240L - Emptying charge		£10.50	£11.66
240L - Leasing charge	Weekly charge	£1.90	£2.11

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360L - Emptying charge		£14.80	£16.43
360L - Leasing charge	Weekly charge	£2.30	£2.55
660L - Emptying charge		£26.60	£29.53
660L - Leasing charge	Weekly charge	£4.10	£4.55
1100L - Emptying charge		£37.05	£41.13
1100L - Leasing charge	Weekly charge	£5.70	£6.33
Steel Wheeled Bins			
500L - Emptying charge		£19.75	£21.92
500L - Leasing charge	Weekly charge	£3.30	£3.66
660L - Emptying charge		£26.60	£29.53
660L - Leasing charge	Weekly charge	£5.20	£5.77
1100L - Emptying charge		£37.10	£41.18
1100L - Leasing charge	Weekly charge	£5.50	£6.11
1280L - Emptying charge		£40.20	£44.62
1280L - Leasing charge	Weekly charge	£6.20	£6.88

Description	Comments	2022 / 2023	2023/24
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	2022 / 2023	2023/24
Per 25 sack bundle		£36.50	£40.52
Per 250 sack bundle		£363.70	£403.71
Commercial Biodegradable Food Waste Bags			
Pack of 50 Biodegradable sacks to fit a 5L kitchen caddy	Additional Liners	£2.00	£2.22
Pack of 25 Biodegradable sacks to fit a 23L kerbside caddy	Additional Liners	£3.00	£3.33
Pack of 20 Biodegradable sacks to fit a 70L bin	Additional Liners	£4.70	£5.22
Plastic Wheeled bins for Dry Recycling			
23L - Emptying charge		£-	£-
23L - Leasing charge	Weekly charge	£-	£-
80L - Emptying charge		£-	£-
80L - Leasing charge	Weekly charge	£-	£-
140L - Emptying charge		£2.00	£2.22
140L - Leasing charge	Weekly charge	£0.60	£0.67
240L - Emptying charge		£3.60	£4.00
240L - Leasing charge	Weekly charge	£0.70	£0.78
360L - Emptying charge		£5.00	£5.55
360L - Leasing charge	Weekly charge	£0.80	£0.89
660L - Emptying charge		£9.00	£9.99
660L - Leasing charge	Weekly charge	£1.40	£1.55
1100L - Emptying charge		£12.60	£13.99
1100L - Leasing charge	Weekly charge	£2.00	£2.22

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Steel Wheeled bins for Dry Recycling			
500L - Emptying charge		£6.80	£7.55
500L - Leasing charge	Weekly charge	£1.20	£1.33
660L - Emptying charge		£9.00	£9.99
660L - Leasing charge	Weekly charge	£1.80	£2.00
1100L - Emptying charge		£12.60	£13.99
1100L - Leasing charge	Weekly charge	£1.90	£2.11
1280L - Emptying charge		£13.60	£15.10
1280L - Leasing charge	Weekly charge	£2.20	£2.44
Plastic Wheeled bins for Food Waste			
23L - Emptying charge	Bin liners included for the service purchased. Charge for additional liners if required.	£2.20	£2.44
23L - Leasing charge		£0.30	£0.33
80L - Emptying charge	Bin liners included for the service purchased. Charge for additional liners if required.	£3.80	£4.22
80L - Leasing charge	Weekly charge	£0.50	£0.56
140L - Emptying charge	Bin liners included for the service purchased. Charge for additional liners if required.	£4.00	£4.44
140L - Leasing charge	Weekly charge	£0.50	£0.56
240L - Emptying charge	Bin liners included for the service purchased. Charge for additional liners if required.	£7.30	£8.10
240L - Leasing charge	Weekly charge	£0.60	£0.67
360L - Emptying charge	Bin liners included for the service purchased. Charge for additional liners if required.	£10.10	£11.21
360L - Leasing charge	Weekly charge	£0.80	£0.89
Plastic Wheeled bins for Green Waste			
140L - Emptying charge		£2.00	£2.22
140L - Leasing charge	Weekly charge	£0.60	£0.67
240L - Emptying charge		£3.60	£4.00
240L - Leasing charge	Weekly charge	£0.70	£0.78
360L - Emptying charge		£5.00	£5.55
360L - Leasing charge	Weekly charge	£0.80	£0.89
Segregated Recycling			
90l Bag	Weekly charge, Service only available in source segregated areas. Phase 1 & 2	£1.50	Charge pending further report on Commercial Recycling
35l Glass Container	Weekly charge, Service only available in source segregated areas. Phase 1 & 2	£1.50	Charge pending further report on Commercial Recycling
45l Bag	Weekly charge, Service only available in source segregated areas. Phase 1 & 2	£1.00	Charge pending further report on Commercial Recycling
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		£16.60	£18.40

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Description	Comments	2022 / 2023	2023/24
Domestic Recycling Services			
Sale re-usable 90L green polypropylene handled sacks for garden waste		£2.00	£2.22
40L / 44L Recycling Box Net Cover	Charge removed	£0.00	Charge removed Item no longer available
Sale Re-usable 90L blue polypropylene handled sacks with Velcro strap (per bag)		£0.00	£0.00
40L / 44L Recycling box	Charge removed	£0.00	Charge removed Item no longer available
5L Kitchen Caddy		£0.00	£0.00
35L 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	£10.00
Kitchen Caddy liner bags per roll		£0.00	£0.00
Blue dog poo bags pack of 100	includes VAT at 20%	£2.00	£2.20
Domestic Waste Collection Services for Bulky Household Goods			
	Comments	2022 / 2023	2023/24
Bulky household goods (up to a max no.3 items) at the kerbside	Up to 3 items	£20.00	£25.00
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	£15.50	£17.20
Docking charges for Waverly and Balmoral (Penarth Pier) Within normal working hours			
	Comments	2022 / 2023	2023/24
Weekdays		£53.00	£58.80
Saturdays		£67.00	£74.40
Sundays & Bank Holidays		£80.00	£88.80
Slipway Permits			
Slipway Permits for domestic and pleasure (Sully, Penarth & Watch Tower Bay)	Annual Charge	£59.00	£65.50
Slipway Permits for commercial use (Sully & Penarth)	Annual Charge	£127.70	£141.80
Replacement or additional slipway keys		£20.60	£22.90
Beach Hut Booking Fees			
	Comments	2022 / 2023	2023/24
Summer Season 1st April - 31st October			
Large Beach Hut - Full Day 10am-8pm		£33.50	£37.20

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Large Beach Hut - Half Day 2pm-8pm		£17.00	£18.90
Small Beach Hut - Full Day 10am-8pm		£19.60	£21.80
Small Beach Hut - Half Day 2pm-8pm		£11.90	£13.20
Winter Season 1st November - 31st March			
Large Beach Hut - Full Day 10am-8pm		£11.90	£13.20
Small Beach Hut - Full Day 10am-8pm		£6.40	£7.10
Annual Pass 1st April - 31st March			
Large Beach Hut		£782.80	£868.90
Small Beach Hut		£576.80	£640.30
Ceremonies (Weddings & Civil Partnerships)			
Venue	Comments	2022 / 2023	2023/24
Beach Hut		£1000.00	£1110.00
Barry Island Amphitheatre		£1000.00	£1110.00
Band Stand		£1000.00	£1110.00
Jacksons Bay Beach		£1000.00	£1110.00
Filming on Highways			
	Comments	2022 / 2023	2023/24
Full Day	Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£300	£333
Per Hour		£79.30	£88.00
Filming within Resorts			
	Comments	2022 / 2023	2023/24
Full Day	Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£400	£444
Per Hour		£103.00	£114.30
Filming within Car Parks			
	Comments	2022 / 2023	2023/24
Full Day	Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£300	£333

Description	Comments	2022 / 2023	2023/24
Per Hour	Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£75	£85
Filming within Parks and Grounds			

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Full Day	Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£350	£388.50
Per Hour	Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£100	£111
Commercial Photo Shoot	Comments	2022 / 2023	2023/24
Full Day	Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£550 - £1200	£610 - £1332
Per Hour	Guide price negotiable depending on special requirements with agreement of Chief Officer plus VAT where required	£85 - £150	£94 - £167

APPENDIX 1B

Appendix 1b: ENGINEERING - SERVICE CHARGES

Where applicable, VAT will be charged at the current rate

APPENDIX 1b			
ENGINEERING - SERVICE CHARGES			
Where applicable, VAT will be charged at the current rate.			
Coastal car parks	Comments	2022 / 2023	2023/24
Harbour Rd & Nell's Point, Barry before 4pm			
Cars (0 - 1 hour)		£1.00	£1.10
Cars (1 + hours)	All Day Charge	£6.00	£6.50
Coaches	All Day Charge	£30.00	£33.00
Harbour Rd & Nell's Point, Barry after 4pm			
Cars (0 - 1 hour)		£1.00	£1.10
Cars (1 + hours)	All Evening	£3.00	£3.00
Coaches	All Evening	£15.00	£17.00
Coastal car parks (No Seasonal Variation)			
Comments			
2022 / 2023			
2023/24			
Brig-Y-Don, Ogmore By Sea, Rivermouth, Ogmore By Sea, Cymlau, Southerndown Before 4pm			
Cars (0 - 1 hour)		£1.00	£1.10
Cars (1+ hours)		£6.00	£6.50
Coaches		£30.00	£33.00
Brig-Y-Don, Ogmore By Sea, Rivermouth, Ogmore By Sea, Cymlau, Southerndown After 4pm			
Cars (0 - 1 hour)		£1.00	£1.10
Cars (1+ hours)		£3.00	£3.25
Coaches		£15.00	£17.00
Coastal Season Parking Tickets			
6 months	Coastal Permits are valid for use at any chargeable Vale of Glamorgan Council run resort car park	£30.00	£33.30
12 months	Coastal Permits are valid for use at any chargeable Vale of Glamorgan Council run resort car park	£50.00	£55.50
Reserving parking bays or sections of adopted highway for filming-implemented by highways authority only		New fee	£75.00
H Bar Markings Administration and Works Cost	(Free for disabled drivers)	£290.00	£400.00
Town Centre Car Parks			
Wyndham Street, Barry & Cowbridge Town Hall Car Park			
Cars (up to 2 hours)	Charges apply Monday - Saturday from 8am to 6pm	Free	Free
Cars (up to 4 hours)	Charges apply Monday - Saturday from 8am to 6pm	£2.00	£2.00
Cars (All Day)	Charges apply Monday - Saturday from 8am to 6pm	£6.00	£6.00

APPENDIX 1B

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	£175.10	£194.40
Traffic Counts - obtaining new data		£525.30	£583.10
Permanent Traffic Order	Change Per Committee Report	£4,156.50	£4613.20
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.	£173.10	£192.10

Description	Comments	2022 / 2023	2023/24
Adoption / Search Requiring A4 Plan		£23.00	£25.50
Complex Search		£77.30	£150.00
House Name Change		£106.10	£150.00
Proof of Address Letter		£26.40	£50.00
Change of existing street name	Once agreed by all residents	£108.20 for the process plus £28.30 per house on street	£200 for the process plus £50.00 per house on street
Street Name / Number Redraw		£2,214.50	£2458.10
Technical Approval of Highway Structures	Value shown is a minimum. Any additional work to be charged on a time charge basis to be agreed with applicant	£345.10	£500.00
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	£282.00	£350.00
Recovery of Personal items from gullies / drainage systems		New fee	£260.00
SAB Pre-application; not including meeting		New fee	up to 20 properties or 2000m2 - £350. Over 20 properties or 2000m2 - £1000
SAB Pre-application; including meeting		New fee	up to 20 properties or 2000m2 - £450. Over 20 properties or 2000m2 - £1200
SAB Pre-application; site visit	per visit	New fee	£150.00
Provision of Grit Bin or salt container (subject to approval)		New fee	£500.00
Refill of Grit Bin or salt container		New fee	£150.00
Charge for Shields for LED lights		New fee	£100.00
Additional Street Name Plate	New fee	New fee	£260.00

APPENDIX 1B

Transportation	Comments	2022 / 2023	2023/24
School Transport - Contracted Mainstream Services			
Replacement Bus Pass		£10.00	£11.00
Annual Travel Pass (where available)		£315.00	£350.00
Greenlinks Fares			
Membership Fee		£5.00	£5.50
1 Zone Single		£2.00	£2.20
1 Zone Return		£3.00	£3.30
2 Zone Single		£3.00	£3.30
2 Zone Return		£4.00	£4.40
2 Zone Single		£4.00	£4.40
3 Zone Return		£5.00	£5.50
Greenlinks Group Hire			
Half Day		£30.00	£33.00
Full Day		£60.00	£66.00
Charge per mile travelled	per mile	£0.45	£0.50

Porthkerry Cemetery

Proposed Prices for Porthkerry Cemetery 2022 / 2023 BARRY TOWN COUNCIL - CYNGOR TREF Y BARRI.

	<u>2022 / 2023</u>			<u>2023 / 2024</u>		
	Exclusive Right of Burial					
In any earthen grave 7' x 4' (70 years)	£539.00			£566.00		
In any earthen cremated remains grave 4' x 3' (70 years)	£283.00			£297.00		
	Interment Fees					
<i>In Graves for which an Exclusive Right of Burial has been granted</i>	1 Depth	2 Depth	3 Depth	1 Depth	2 Depth	3 Depth
For an interment in an earthen grave.						
Below Eighteen Years (Charged to WG MOU)	£399.00	£588.00	£803.00	£419.00	£617.00	£843.00
Eighteen years and over	£530.00	£746.00	N/A	£557.00	£783.00	N/A
For any interment of cremated remains in any earthen grave.			£281.00			£295.00
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".			£75.00			£79.00
	Cancellation Fee - 50% of original fee (For re-opened graves only)					
To provide a test dig for one depth			£273.00			£287.00
To provide a test dig for two depth			£384.00			£403.00
	Memorial Fees					
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:			£230.00			£242.00
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:			£195.00			£205.00
For the right to erect a tablet, not exceeding 18" x 12", on any grave where an Exclusive Right of Burial has been granted:			£146.00			£153.00
To carry out any additional inscription in relation to any form of memorial.			£99.00			£104.00
	Other					
Search for, and a certified copy of an entry of burial in the register books.			£11.00			£11.00
Providing a duplicate burial deed.			£11.00			£11.00
For the assignment (transfer) of the Exclusive Right of Burial			£30.00			£30.00
For the exhumation of human remains from an earthen grave.			£1,227.00			£1,227.00
For the exhumation of an urn containing cremated remains from any grave.			£303.00			£303.00
Capping fee for any earthen grave.			£192.00			£192.00

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

Appendix 2a: Registrars Fees - proposed increase for 2022/23

Description	Comments	22/23 Fees	23/24 Fees (proposed)
Marriage and civil partnership ceremonies			
<i>De-commissioned rooms</i>			
Dunraven room (up to 75 guests)	Monday to Thursday	£160.00	£180.00
Dunraven room (up to 75 guests)	Friday	£200.00	£225.00
Dunraven room (up to 75 guests)	Saturday	£190.00	£210.00
Southerndown room – committee room 3 (20 guests)	Monday to Thursday	New fee	£100.00
Southerndown room – committee room 3 (20 guests)	Friday	New fee	£100.00
Southerndown room – committee room 3 (20 guests)	Saturday	New fee	£100.00
Enhanced Southerndown room – committee room 3 (20 guests)	Monday to Thursday	New fee	£150.00
Enhanced Southerndown room – committee room 3 (20 guests)	Friday	New fee	£150.00
Enhanced Southerndown room – committee room 3 (20 guests)	Saturday	New fee	£150.00
Additional services (excluding VAT)	Non-alcoholic first toast (1 bottle and 6 glasses)	New fee	£10.00
	Biodegradable confetti (1 cone)	New fee	£2.50
	Biodegradable confetti (5 cone)	New fee	£10.00
<i>Approved Premises</i>			
Approved premises	Monday to Thursday	£435.00	£500.00
Approved premises	Friday	£465.00	£500.00

APPENDIX 2A

Approved premises	Saturday	£470.00	£500.00
Approved premises	Sunday & Bank Holiday	£510.00	£500.00

Description	Comments	22/23 Fees	23/24 Fees (proposed)
Pre-ceremony consultation (45-minute meeting)	During office hours	New fee	£40.00
	After 4:30pm Monday-Friday	New fee	£60.00
	Weekends	New fee	£60.00
Family history search			£20.00
First class post			£1.50
First class signed for			£4.00
Special delivery guaranteed by 1pm			£15.00
Airmail			£5.00
Copy certificates of entries in the registers of births, deaths, and marriages	statutory fee	£11.00	£11.00
Proof of life for foreign pensions			£10.00
Document certification	per document		£6.00

APPENDIX 2B

Appendix 2b: Land Charges

	2022/2023	Increase 11%	2023/2024
Appendix 2b			
1.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	£3.90	£0.43	£4.33
(b) a listed building consent)	£3.90	£0.43	£4.33
(c) a conservation area consent	£3.90	£0.43	£4.33
(d) a certificate of lawfulness of existing use or development	£3.90	£0.43	£4.33
(e) a certificate of lawfulness of proposed use or development	£3.90	£0.43	£4.33
(f) a certificate of lawfulness of proposed works for listed buildings	£0.00	£0.00	£0.00
(g) a heritage partnership agreement	£3.90	£0.43	£4.33
(h) a listed building consent order	£0.00	£0.00	£0.00
(i) a local listed building consent order	£3.90	£0.23	£2.33
(j) building regulations approval	£3.90	£0.23	£2.33
(k) a building regulation completion certificate and	£3.90	£0.23	£2.33
(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 ?	£4.20	£0.46	£4.66
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;	£2.10	£0.23	£2.33
(b) subject to adoption and, supported by a bond or bond waiver	£2.10	£0.23	£2.33
(c) to be made up by a local authority who will reclaim the cost from the frontagers;	£2.10	£0.23	£2.33
(d) to be adopted by a local authority without reclaiming the cost from the frontagers ?	£2.10	£0.23	£2.33

APPENDIX 2B

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?	£2.10	£0.23	£2.33
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?	£2.10	£0.23	£2.33
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?	£2.10	£0.23	£2.33
2.5 If so, please attach a plan showing the approximate route.	£4.80	£0.53	£5.33
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?	£2.10	£0.23	£2.33
3.2. Land to be Acquired for Road Works			
Is the property included in land required for road works?	£1.10	£0.12	£1.22
3.3. Drainage Matters			
(a) Is the property served by a sustainable urban drainage system (SuDs)?	£1.40	£0.15	£1.55
(b) Are there SuDs features within the boundary of the property? If yes is the owner responsible for maintenance?	£1.40	£0.15	£1.55
(c) If the property benefits from a SuDs for which there is a charge, who bills the property for the surface water drainage charge?	£1.40	£0.15	£1.55
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;	£1.10	£0.12	£1.22
(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	£1.10	£0.12	£1.22
(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;	£1.10	£0.12	£1.22

APPENDIX 2B

(d) the outer limits of (i) construction of a new road to be built by a local authority; (ii) an approved alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway; or (iii) construction of a roundabout (other than a mini roundabout) or widening by construction of one or more additional traffic lanes;	£1.10	£0.12	£1.22
(e) the centre line of the proposed route of a new road under proposals published for public consultation;	£1.10	£0.12	£1.22
(f) the outer limits of (i) construction of a proposed alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway; (ii) construction of a roundabout (other than a mini roundabout); or (iii) widening by construction of one or more additional traffic lanes, under proposals published for public consultation ?	£1.10	£0.12	£1.22
3.5. Nearby Railway Schemes			
(a) Is the property (or will it be) within 200 metres of the centre line of a proposed railway, tramway, light railway or monorail?	£6.80	£0.75	£7.55
(b) Are there any proposals for a railway, tramway, light railway or monorail within the Local Authority's boundary?	£7.00	£0.77	£7.77
3.6. Traffic Schemes			
Has a local authority approved but not yet implemented any of the following for the roads, footways and footpaths (which are named In Boxes B and C) and are within 200 metres of the boundaries of the property?			
(a) permanent stopping up or diversion;	£0.90	£0.10	£1.00
(b) waiting or loading restrictions;	£0.90	£0.10	£1.00
(c) one way driving;	£0.90	£0.10	£1.00
(d) prohibition of driving;	£0.90	£0.10	£1.00
(e) pedestrianisation;	£0.90	£0.10	£1.00
(f) vehicle width or weight restriction;	£0.90	£0.10	£1.00
(g) traffic calming works including road humps	£0.90	£0.10	£1.00
(h) residents parking controls;	£0.90	£0.10	£1.00
(i) minor road widening or improvement;	£0.90	£0.10	£1.00
(j) pedestrian crossings;	£0.90	£0.10	£1.00
(k) cycle tracks;	£0.90	£0.10	£1.00
(l) bridge building;	£0.90	£0.10	£1.00
(Prior to publicity programmes for schemes etc).			

APPENDIX 2B

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	£3.20	£0.35	£3.55
(b) environment	£3.20	£0.35	£3.55
(c) health and safety	£3.20	£0.35	£3.55
(d) housing	£3.20	£0.35	£3.55
(e) highways	£3.20	£0.35	£3.55
(f) public health	£3.20	£0.35	£3.55
(g) flood and coastal erosion risk management	£3.20	£0.35	£3.55
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?	£2.10	£0.23	£2.33
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;	£1.10	£0.12	£1.22
(b) a stop notice;	£1.10	£0.12	£1.22
(c) a listed building enforcement notice;	£1.10	£0.12	£1.22
(d) a breach of condition notice;	£1.10	£0.12	£1.22
(e) a planning contravention notice;	£1.10	£0.12	£1.22
(f) another notice relating to breach of planning control;	£1.10	£0.12	£1.22
(g) a listed building repairs notice;	£1.10	£0.12	£1.22
(h) in the case of a listed building deliberately allowed to fall into disrepair, a compulsory purchase order with a direction for minimum compensation;	£1.10	£0.12	£1.22
(i) a building preservation notice;	£1.10	£0.12	£1.22
(j) a direction restricting permitted development;	£1.10	£0.12	£1.22
(k) an order revoking or modifying planning permission;	£1.10	£0.12	£1.22
(l) an order requiring discontinuance of use or alteration or removal of building or works;	£1.10	£0.12	£1.22
(m) a tree preservation order;	£1.10	£0.12	£1.22
(n) proceedings to enforce a planning agreement or planning contribution	£1.10	£0.12	£1.22
We currently do not have CIL in place. It will be at least another year. We will consider fees at this at a later time.			
3.10 Community Infrastructure Levy (CIL)			

APPENDIX 2B

(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?			
(C) 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;	£2.10	£0.23	£2.33
(b) an unimplemented resolution to designate the area a Conservation Area	£2.10	£0.23	£2.33
3.12. Compulsory Purchase Has any enforceable order or decision been made to compulsorily purchase or acquire the property ?	£2.10	£0.23	£2.33
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);			

APPENDIX 2B

(a) a contaminated land notice;	£0.90	£0.10	£1.00
(b) in relation to a register maintained under Section 78R of the Environmental Protection Act 1990:		£0.10	£1.00
(i) a decision to make an entry;	£0.90	£0.10	£1.00
(ii) an entry;	£0.90	£0.10	£1.00
(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?	£0.90	£0.10	£1.00
3.14. Radon Gas	£1.10	£0.12	£1.22
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	N/A – English Legislation		
(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:			

APPENDIX 2B

(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?			
<p>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;</p> <p>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.</p> <p>3. This form should be read in conjunction with the guidance notes available separately.</p> <p>4. Area means any area in which the property is located.</p> <p>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.</p> <p>6. Where relevant, the source department for copy documents should be provided.</p>			

APPENDIX 2C

Appendix 2c: Legal Services

Service	Proposed Fees 2022/23	Increase 11%	Fees 2022/23
Assignments including Licence to assign	£158.30	£17.40	£175.70
New Lettings (including Licences to underlet)	£158.30	£17.40	£175.70
Licences to Assign	£158.30	£17.40	£175.70
Licences to underlet	£158.30	£17.40	£175.70
Licence for Altercation	£147.70	£16.20	£163.90
Deed of Rectification (lease or transfer)	£52.80	£5.80	£58.60
Release Right to Buy Covenant	£105.50	£11.60	£117.10
Deed of Covenant	£105.50	£11.60	£117.10
Mortgage Redemption Fee	£31.60	£3.50	£35.10
Concessions	£158.30	£17.40	£175.70
Simple Workshop Tenancies	£210.90	£23.20	£234.10
Simple Grazing Licences	£52.80	£5.80	£58.60
Simple Farm Business Tenancies	£210.90	£23.20	£234.10

APPENDIX 2D

Appendix 2d: Property

Service	Fees 2022/23	Increase 11%	Proposed 2023/24
Assignments including negotiating Licence to assign	£79.10	£8.70	£87.80
Negotiating New Lettings	£158.00	£17.38	£175.38
Negotiating New Lettings	£79.10	£8.70	£87.80
Processing Licence for alteration requests	£52.80	£5.81	£58.61
Consultation on Deed of Rectification (lease or transfer) - unless Council error	£26.40	£2.90	£29.30
Release of covenant negotiations	£79.10 plus any external valuation fees applicable charged at cost	£8.70	£87.80 plus any external valuation fees applicable charged at cost
Negotiating Sales of land to adjoining owners	£158.00	£17.38	£175.38
Negotiating terms for other transfers (unless major site which will be on case-by-case basis)	£316.50	£34.81	£351.31
Simple Grazing, concession, filming Licences	£79.10	£8.70	£87.80
Simple Farm Business tenancies	£210.90	£23.20	£234.10
Easements	£105.50	£11.60	£117.10

APPENDIX 2E

Appendix 2e: Human Resources

Service	Fees 2022/23	Proposed Fees 2023/24
DBS Umbrella Body Checks for External Organisations	£16 admin fee per check	£16.00 admin fee per check
Payroll Bureau Service for External Organisations	£106.60	£117.30

APPENDIX 3

Appendix 3: Adult Community Learning

Service	Current Fee (2022/23)	Proposed Fee (2023/24)
Full Fee (No Concessions) – 10 Week Course	£101.00	£125.00
Fitness Classes (No Concessions) – 10 Week 1.5 hour session	£75.00	£94.00
One Day Courses	£35.00	£43.00

APPENDIX 4

Appendix 4 – Libraries

Where applicable, VAT will be charged at the current rate

Description	Comments	2022/23	2023/24
OVERDUE FINES			
Books	per week	£0.50	£0.56
Talking Books	per week	£0.50	£0.56
DVDS	per week	£2.00	No longer providing DVDS
LOAN CHARGES			
Talking Books	For three weeks	£1.50	£1.68
DVDs	per week	£2.00	No longer providing DVDS
PHOTOCOPYING/ PRINTING			
A4 Black and White	a sheet	£0.10	£0.11
A3 Black and White	a sheet	£0.20	£0.22
A4 Colour	a sheet	£0.20	£0.22
A3 Colour	a sheet	£0.25	£0.28
FAXING			
to uk	a sheet	£1.00	£1.12
international	a sheet	£2.00	£2.24
incoming	a sheet	£0.50	£0.56
LAMINATING			
A4	a sheet	£1.00	£1.12
A3	a sheet	£1.50	£1.68
ADVERTISING			
Advertising	per month	£10	£11.20
ROOM BOOKINGS			
Barry library Philip John Room	per hour	£12	£13.00
	per day	£70	£78.00
Barry library Community room	per hour	£10	£11.00
	per day	£60	£67.00
Barry Library Board Room	per hour	£20	£22.00
	per day	£120	£134.00
Barry Library ICT suite	half day	£30	£34.00
Cowbridge Library ICT Suite	half day	£15	£17.00
Penarth Library ICT Suite	half day	£15	£17.00



PENARTH PIER PAVILION – VENUE HIRE 2022/2023

Description	Comments	MISC	2023/24
ROOM HIRE			
<i>Classroom</i>			
9am to 5pm	Corporate/ private	Weekend supplement of 20% applies	£175.00 +VAT (if catering booked)
	Community/ charity	Weekend supplement of 20% applies	£25.00 per hour
6pm to 10pm	Corporate/ private	Weekend supplement of 20% applies	£225.00 +VAT (if catering booked)
	Community/ charity	Weekend supplement of 20% applies	£35.00 per hour
<i>Cinema</i>			
Daytime for 3 hours	Corporate/ private	Weekend supplement of 20% applies	£175.00 +VAT + projectionist + film license fees
	Community/ charity	Weekend supplement of 20% applies	£45.00 per hour
Evening let (e.g., 6pm to 9pm)	Corporate/ private	Weekend supplement of 20% applies	£350.00 +VAT + projectionist + film license fees
	Community/ charity	Weekend supplement of 20% applies	£65.00 per hour

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Room 617			
9am to 5pm	Corporate/ private	Weekend supplement of 20% applies	£250.00 +VAT
	Community/ charity	Weekend supplement of 20% applies	£25.00 per hour
6pm to 10pm	Corporate/ private	Weekend supplement of 20% applies	£375.00 +VAT
	Community/ charity	Weekend supplement of 20% applies	£30.00 per hour
Gallery			
9am to 5pm	Corporate/ private	Weekend supplement of 20% applies	£450.00 +VAT
	Community/ charity	Weekend supplement of 20% applies	£60.00 per hour
6pm to midnight	Corporate/ private	Weekend supplement of 20% applies	£525.00 +VAT
	Community/ charity	Weekend supplement of 20% applies	£75.00 per hour
Description	Comments	2023/24	
Concessions		20% concession will be given to 3rd sector/charitable groups	
Commissions		25% commission will be charged on all sales made during exhibitions, markets, etc	
Description	Comments	MISC	2023/24
WEDDING VENUE HIRE			
Monday – Thursday			
May – October (high season)	Ceremony only (room 617 or Gallery – based on 3 hour let)	Rates include VAT	£525.00
	Ceremony hire fee when wedding breakfast/ party also booked	Rates include VAT	£475.00
	Wedding breakfast/ evening party only	Rates include VAT	£1950.00
March – April (mid season)	Ceremony only (room 617 or Gallery	Rates include VAT	£495.00

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	– based on 3 hour let)		
	Ceremony hire fee when wedding breakfast/ party also booked	Rates include VAT	£450.00
	Wedding breakfast/ evening party only	Rates include VAT	£1750.00
November – February (low season)	Ceremony only (room 617 or Gallery – based on 3 hour let)	Rates include VAT	£450.00
	Ceremony hire fee when wedding breakfast/ party also booked	Rates include VAT	£425.00
	Wedding breakfast/ evening party only	Rates include VAT	£1500.00
<i>Friday – Sunday</i>			
May – October (high season)	Ceremony hire fee (only when wedding breakfast/ party also booked)	Rates include VAT; access from 11am for set up	£750.00
	Venue hire - wedding breakfast/ evening party (midnight finish, 11:30pm bar close)	Rates include VAT; access from 11am for set up	£2500.00
March – April (mid season)	Ceremony hire fee (only when wedding breakfast/ party also booked)	Rates include VAT	£695.00
	Venue hire - wedding breakfast/ evening party (midnight finish, 11:30pm bar close)	Rates include VAT	£1950.00
November – February (low season)	Ceremony hire fee (only when wedding breakfast/ party also booked)	Rates include VAT	£650.00
	Venue hire - wedding breakfast/ evening party (midnight finish, 11:30pm bar close)	Rates include VAT	£1750.00

APPENDIX 6A

Appendix 6a– Cosmeston Lakes

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2023/24

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 2022/23	Proposed 2023/24
Launching fee (boats and diving) – scouts, guides and education	£4.15 per launch / dive 1 st March – 30 th November only.	£4.61 per launch / dive 1 st March – 30 th November only.
Launching fee (boats and diving) -fee paying clubs/commercial	£8.25 1 st March – 30 th November only.	£9.16 1 st March – 30 th November only.
Annual launching fee - scouts, guides, schools and charitable organisations.	£428 per boat, subsequent launchings free if this option chosen.	£475.08 per boat, subsequent launchings free if this option chosen
Annual launching fee (fee paying organisations/ commercial)	£540.00 per boat, subsequent launchings free if this option chosen	£599.40 per boat, subsequent launchings free if this option chosen
Model boats (per launch)	£3.10 per launch	£3.34 per launch
Model boats (per year)	£370.00 subsequent launches free. Up to a maximum of 10 boats	£410.70 subsequent launches free. Up to a maximum of 10 boats
Horse riding (individual)	£25.75	£28.58
Horse riding (commercial)	£134 per horse, supervisor free.	£148.74 per horse, supervisor free.
Orienteering (Vale school)	£1.95 per pack	£2.15 per pack
Orienteering (non Vale School)	£2.70 per pack	£2.97 per pack
Orienteering (public)	£3.15 per pack	£3.47 per pack
Filming (per hour)	£258.00 per hour (maximum) Negotiable depending on special requirements with agreement of OM. Plus VAT where required.	£283.80 per hour (maximum) Negotiable depending on special requirements with agreement of OM. Plus VAT where required.

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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.	£1,100.00 - £2,750.00 (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 (maximum)	£1100.00 per day (maximum)
Base unit parking (filming)	£14.00 per vehicle per night. Minimum £340.00 per night.	£15.40 per vehicle per night. Minimum £374.00 per night.
Filming bond	£500.00	£550.00
Commercial photo shoot	£85.00 - £150.00 per hour. £100.00 - £500.00 per Half day. £550.00 - £1200.00 per full day.	£93.50 - £165.00 per hour £110.00 - £550.00 per Half day £605.00 - £1320.00 per full day
Dedication (tree)	£310.00 Planting cost (includes one replacement tree)	£341.00 Planting cost (includes one replacement tree)
Dedication (bench)	£1,545.00 recycled plastic memorial bench with plaque. Maintainable for 5 years.	£1714.95 recycled plastic memorial bench with plaque. Maintainable for 5 years
Dedication (plaque)	£310.00 per plaque. Plaque supplied and fitted by Countryside Services. Positioning of plaque to be agreed with Countryside Service.	£344.10 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)	£2.05 per pupil, minimum £50.00 per booking	£2.05 per pupil, minimum £50.00 per booking
Educational talks/Ranger led visits (non Vale school)	£2.55 per pupil,. minimum £70.00 per booking	£2.55 per pupil,. minimum £70.00 per booking
Education talks (non-school)	£52.00 per group / 15 max	£52.00 per group / 15 max
Ranger led walk (adult)	£52.00 per group / 15 max	£52.00 per group / 15 max
Ranger led walk (child)	£52.00 per group / 15 max	£52.00 per group / 15 max
Teacher training days	£42.00 per teacher per day. Minimum of 8 teachers per session.	£46.62 per teacher per day. Minimum of 8 teachers per session.

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Hire of new outdoor learning area	£97.50 per half day (commercial) plus staff costs if required.	£108.23 per half day (commercial) plus staff costs if required.
Hire of new outdoor learning area	£154.0 per full day (commercial) plus staff costs if required.	£170.94 per full day (commercial) plus staff costs if required.
Wedding event hire.	£1,000.00 event organisers only (2022/23). Price fixed if wedding booked in 2022/23 for 2023/24.	£1110.00 event organisers only (2022/23). Price fixed if wedding booked in 2022/23 for 2023/24
Trade events/fetes, etc.	£25.75 per 3m x 2m stall, minimum of £200.00 per day.	£28.58 per 3m x 2m stall, minimum of £222.00 per day.
Hire of Forest Schools woodland area (commercial)	£77.25 per day, per 500m2	£85.75 per day, per 500m2
Event - country park use (commercial)	£2.30 per participant, minimum of £275.00 per day	£2.55 per participant, minimum of £305.25 per day
Event - Lake (commercial)	£2.30 per participant, minimum of £275.00 per day	£2.55 per participant, minimum of £305.25 per day
Commercial educational activities	£3.10 per child, per day. Minimum £75.00	£3.44 per child, per day. Minimum £83.25
Commercial `Pop up` events	£200 - £400 per day, per 500m2. special requirements with agreement of OM	£222.00 - £444.00 per day, per 500m2. special requirements with agreement of OM
Car Parking Fees 9am – 10pm.	2hrs - £1.00 4hrs - £2.00 All day – £4.00 Bus & coach £30.00 per day	Up to 1hrs - £1.00 Up to 2hrs - £2.00 Up to 4hrs - £4.00 All day – £5.00 Bus & coach £30.00 per day
Car parking fees – Parking permit	6 month - £30.00 12 month - £50.00	6 month - £30.00 12 month - £50.00
Car Parking fees – Disabled Persons with Blue Badges	Disabled persons with Blue badges - Free	Disabled persons with Blue badges - Free

APPENDIX 6B

Appendix 6b – Medieval Village

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2023/24

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 2022/23	Proposed 2023/24
Audio Wand Tour (adult)	£5.35	£6.15
Audio Wand Tour (concession)	£3.75	£4.31
Costumed Tour	New - Free entry	£0.00
Costumed Tour (Concession)	New - Free entry	£0.00
Family ticket	New - Free entry	£0.00
Family ticket	New - Free entry	£0.00
School Tour (non Vale School)	£3.70 per pupil – Minimum of £72.00 per group	£3.70 per pupil – Minimum of £72.00 per group
School Tour (Vale School)	£3.10 per pupil– Minimum of £62.00 per group	£3.10 per pupil– Minimum of £62.00 per group
Extra school activity (e.g. bread making)	£1.05 per pupil	£1.05 per pupil
School tour and three activities (non Vale School)	£5.90 per pupil – Minimum of £77.25 per group	£5.90 per pupil – Minimum of £77.25 per group
School tour and three activities (Vale School)	£5.40 per pupil – Minimum of £77.25 per group	£5.40 per pupil – Minimum of £77.25 per group
Hire of Tithe Barn	Up to £310.00 (incl. wedding blessings) per max of 3 hours, week day. TBD by Operational Manager.	Up to £356.50 (incl. wedding blessings) per max of 3 hours, week day. TBD by Operational Manager.
Hire of Tithe Barn	Up to £155.00 (incl. wedding blessings) per max of 1 hour, week day. TBD by Operational	Up to £178.25 (incl. wedding blessings) per max of 1 hour, week day. TBD by Operational
Hire of Tithe Barn	Up to £360.00 (incl. wedding blessings) per max of 3 hour, weekend day. TBD by Operational	Up to £414.00 (incl. wedding blessings) per max of 3 hour, weekend day. TBD by Operational

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Hire of Tithe Barn	Up to £180.00 (including wedding blessings) Per max of 1 hour, weekend day. TBD by Operational	Up to £207.00 (including wedding blessings) Per max of 1 hour, weekend day. TBD by Operational
Hire of Reeves Barn	Up to £310.00 (incl. wedding blessings) per max of 3 hours, week day. TBD by Operational Manager.	Up to £356.50 (incl. wedding blessings) per max of 3 hours, week day. TBD by Operational Manager.
Hire of Reeves Barn	Up to £155.00 (incl. wedding blessings) per max of 1 hour, week day. TBD by Operational Manager.	Up to £178.25 (incl. wedding blessings) per max of 1 hour, week day. TBD by Operational Manager
Hire of Reeves Barn	Up to £360.00 (including wedding blessings) Per max of 3 hours, weekend day. TBD by Operational Manager	Up to £414.00 (including wedding blessings) Per max of 3 hours, weekend day. TBD by Operational Manager
Hire of Reeves Barn	Up to £180.00 (including wedding blessings) Per max of 1 hour, weekend day. TBD by Operational Manager.	Up to £207.00 (including wedding blessings) Per max of 1 hour, weekend day. TBD by Operational Manager.
Filming (per hour)	£360.00 per hour (maximum). Negotiable depending on special requirements with agreement of OM. Plus VAT where required	£414.00 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.	£1,840.00 - £3,450.00 (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	£1150.00 per day
Filming bond	£500.00	£575.00
Commercial photo shoot	£85 - £150 per hour. £100 - £500 per Half day. £550 - £1200 per full day.	£97.75 - £172.50 per hour £115.00 - £575.00 per Half day £632.50 - £1380.00 per full day

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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.	£660.00 - £1,100.00 per day or £220.00 – £440.00 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.	£550.00 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. Event organiser may charge entry. Includes parking management. Plus VAT where applicable. To be agreed by OM.	£220.00 - £440.00 per day or £110.00 – £220.00 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	£200.00 To cover cleaning etc.	£220.00 To cover cleaning etc
Trade events/fetes, etc	£25.75 per day, per 3m x 2m stall, minimum £200.00 per day	£28.33 per day, per 3m x 2m stall, minimum £220.00 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 £1,320.00 per 5 day week & £880.00 per weekend. April – June - £1,540.00 per 5 day week & £1,320.00 per weekend. July – September - 1,650.00 per 5 day week & £1,650.00 per weekend
Hiring Bond	£500.00 To cover cleaning / damage etc.	£550.00 To cover cleaning / damage etc.
Wedding event Hire	£1,000.00 to event organisers only (2020/21). Price held if wedding booked in 2022/23 for 2023/24.	£1100.00 to event organisers only (2020/21). Price held if wedding booked in 2022/23 for 2023/24.

APPENDIX 6C

Appendix 6c – Porthkerry Country Park

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2023/24

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 2022/23	Proposed 2023/24
Horse riding (individual)	£25.75	£28.58
Horse riding (commercial)	£134 per horse, supervisor free.	£148.74 per horse, supervisor free.
Orienteering (Vale school)	£1.95 per pack	£2.15 per pack
Orienteering (non Vale School)	£2.70 per pack	£2.97 per pack
Orienteering (public)	£3.15 per pack	£3.47 per pack
Filming (per hour)	£258.00 per hour (maximum) Negotiable depending on special requirements with agreement of OM. Plus VAT where required	£283.80 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.	£1,100.00 - £2,750.00 (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	£1100.00 per day
Base unit parking	£14.00 per vehicle per night. Minimum £340.00 per night	£15.40 per vehicle per night. Minimum £374.00 per night
Filming bond	£500.00	£550.00
Commercial photo shoot	£85 - £150 per hour. £100 - £500 per Half day. £550 - £1200 per full day.	£93.50 - £165.00 per hour £110.00 - £550.00 per Half Day £605.00 - £1320.00 per full day
Dedication (tree)	£310 Planting cost (includes one replacement tree)	£341.00 Planting cost (includes one replacement tree)
Dedication (bench)	£1,545.00 recycled plastic memorial bench with plaque. Maintainable for 5 years.	£1714.95 recycled plastic memorial bench with plaque. Maintainable for 5 years.

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Dedication (plaque)	£310.00 per plaque. Plaque supplied and fitted by Countryside Services. Positioning of plaque to be agreed with Countryside Service.	£341.00 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)	£2.05, minimum £50.00 per booking	£2.05, minimum £50.00 per booking
Educational talks/Ranger led visits (non Vale school)	£2.55. minimum £70.00 per booking	£2.55. minimum £70.00 per booking
Education talks (non school)	£52.00 per group / 15 max	£52.00 per group / 15 max
Ranger led walk (adult)	£52.00 per group / 15 max	£52.00 per group / 15 max
Ranger led walk (child)	£52.00 per group / 15 max	£52.00 per group / 15 max
Teacher training days	£42.00 per teacher per day. Minimum of 8 teachers per session.	£46.62 per teacher per day. Minimum of 8 teachers per session.
Trade events/fetes, etc.	£25.75 per 3m x 2m stall, minimum of £200.00 per day	£28.58 per 3m x 2m stall, minimum of £220.00 per day
Lodge hire per hour (commercial)	£46.50 per hour (commercial)	£51.15 per hour (commercial)
Lodge hire per half day (commercial)	£98 per half day (commercial) plus staff costs if required.	£107.80 per half day (commercial) plus staff costs if required.
Lodge hire per full day (commercial)	£155 per full day (commercial) plus staff costs if required.	£170.50 per full day (commercial) plus staff costs if required.
Lodge hire cleaning bond	£25.00 cleaning bond	£27.50 cleaning bond
Lodge hire (6pm – 11pm only)	£335.00 (6pm – 11pm only)	£368.50 (6pm – 11pm only)
Lodge hire bond for evening use	£100.00 bond for evening use	£110.00 bond for evening use
Commercial educational activities	£3.10 per child, per day. Minimum of £75.00	£3.44 per child, per day. Minimum of £83.25
Hire of Forest Schools woodland area (commercial / educational)	£77.25 per day, per 500m2	£85.75 per day, per 500m2
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.	£222.00 - £444.00 per day or £111.00 - £222.00 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.	£222.00 - £444.00 per evening or £100.00 - £200.00 per evening, plus 25% of ticket receipts.

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Commercial `Pop up` events	£200 - £400 per day, per 500m2. special requirements with agreement of OM	£222.00 - £444.00 per day, per 500m2. special requirements with agreement of OM
Event use of meadow cleaning bond.	£200.00 hiring bond.	£220.00 hiring bond
Nightingale Cottage meeting room hire 9am – 5pm	£82.50 per full day (commercial)	£90.75 per full day (commercial)
Nightingale Cottage meeting room hire	£56.50 per half day (commercial)	£62.15 per half day (commercial)
Cottage meeting room hire. cleaning bond.	£25.00 cleaning bond.	£27.50 cleaning bond
Hire of Lodge for wedding blessings (weekday)	New fee	£350.00 per max of 3 hours, weekday.
Hire of Lodge for wedding blessings (weekday)	New fee	£175.00 per max of 1 hour, week day.
Hire of Lodge for wedding blessings (weekend)	New fee	£450.00 per max of 3 hour, weekend day.
Hire of Lodge for wedding blessings (weekend)	New fee	£200.00 per max of 1 hour, weekend day.
Wedding event hire.	£1,000.00 event organisers only (2020/21). Price fixed if wedding booked in 2022/23 for 2023/24.	£1,110.00 event organisers only (2020/21). Price fixed if wedding booked in 2023/24 for 2024/25.
Car Parking Fees 9am – 10pm.	2hrs - £1.00 4hrs - £2.00 All day – £4.00 Bus & coach £30.00 per day	Up to 1hrs - £1.00 Up to 2hrs - £2.00 Up to 4hrs - £4.00 All day – £5.00 Bus & coach £30.00 per day
Car parking fees – Parking permit	6 month - £30.00 12 month - £50.00	6 month - £30.00 12 month - £50.00
Car Parking fees - Disabled persons with Blue badges	Disabled persons with Blue badges - Free	Disabled persons with Blue badges - Free

APPENDIX 6D

Appendix 6d – Glamorgan Heritage Coast

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2023/24

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 2022/23	Proposed 2023/24
Educational talks / visits (vale school)	£2.05, minimum £50.00 per booking	£2.05, minimum £50.00 per booking
Educational talks / visits (non vale school)	£2.55, minimum £65.00 per booking	£2.55, 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.	£25.75 per 3m x 2m stall, minimum of £200.00 per day.	£29.61 per 3m x 2m stall, minimum of £230.00 per day.
Commercial 'Pop up' events. within the Heritage coast centre.	£200 - £400 per day. special requirements with agreement of OM	£230.00 - £460.00 per day. special requirements with agreement of OM
Large Meeting room hire	£72.50 per full day (commercial)	£83.38 per full day (commercial)
Large Meeting room hire	£51.50 per half day (commercial)	£59.23 per half day (commercial)
Small meeting room	£41.00 per full day (commercial)	£47.15 per full day (commercial)
Small meeting room	£25.00 per half day (commercial)	£28.75 per half day (commercial)
Ranger led walks (adult)	£52.00 per group / 15 maximum	£52.00 per group / 15 maximum
Ranger led walks (child)	£52.00 per group / 15 maximum	£52.00 per group / 15 maximum
Ranger led walks (educational talks / non school)	£52.00 per group / 15 maximum	£52.00 per group / 15 maximum
Teacher training days	New - £42.00 per teacher per day. Minimum of 8 teachers per session.	£42.00 per teacher per day. Minimum of 8 teachers per session.
Orienteering (Vale school)	£1.95 per pack	£1.95 per pack
Orienteering (non Vale School)	£2.70 per pack	£2.70 per pack
Orienteering (public)	£3.15 per pack	£3.15 per pack

APPENDIX 6E

Appendix 6e – Public Rights of Way

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2023/24

Description	Current 2022/23	Proposed 2023/24
<p>kissing gate / stile. Gift/donation/dedication</p>	<p>£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.</p>	<p>£454.25 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.</p>
<p>Way marker post. Gift/donation/dedication</p>	<p>£150.00 - installation by the Countryside team (new/replacement). Non-commercial only. Maintainable for 3 years. Customer to supply plaque. Subject to landowners agreement.</p>	<p>£172.50 - installation by the Countryside team (new/replacement). Non-commercial only. Maintainable for 3 years. Customer to supply plaque. Subject to landowners agreement.</p>
<p>Foot bridge Gift/donation/dedication</p>	<p>£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</p>	<p>£2300.00 - £3,450.00 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</p>
<p>Restoration of a stone stile Gift/donation/dedication</p>	<p>£1,000.00. Non-commercial only. Customer to supply plaque, slate only. Subject to landowners agreement.</p>	<p>£1,150.00. Non-commercial only. Customer to supply plaque, slate only. Subject to landowners agreement.</p>

APPENDIX 6F

Appendix 6f – Reptile Translocation

Reshaping Services - Proposed Fees and Charges within the Directorate of Managing Director and Resources for 2023/24

Description	Current 2022/23	Proposed 2023/24
<p>Translocation of reptiles. Surveyed population <5. Estimated population <50.</p>	<p>£10,000.00. Countryside team to maintain habitat and monitor population for a 10 year period. 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. Developer to carry out all site preparation works and all reptile translocation.</p>
<p>Translocation of reptiles. Surveyed population 5 - 10. Estimated population 50 - 100.</p>	<p>£15,000.00. Countryside team to maintain habitat and monitor population for a 10 year period. 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. Developer to carry out all site preparation works and all reptile translocation</p>
<p>Translocation of reptiles. Surveyed population 10 - 20. Estimated population 101 - 500</p>	<p>£20,000.00. Countryside team to maintain habitat and monitor population for a 10 year period. 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. Developer to carry out all site preparation works and all reptile translocation</p>
<p>Translocation of reptiles. Surveyed population > 20 Estimated population >501</p>	<p>£30,000.00. Countryside team to maintain habitat and monitor population for a 10 year period. 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. Developer to carry out all site preparation works and all reptile translocation.</p>

APPENDIX 7A

Appendix 7a: INTERNAL DAY SERVICES - SERVICE CHARGES

Where applicable, VAT will be charged at the current rate

Description	Comments	2022/23	2023/24
Client Group:			
Older People	Per day	£64.70	£71.62
Physical Disability	Per day	£61.50	£68.08
Learning Disability	Per day	£110.00	£121.77

APPENDIX 7B

Appendix 7b: TELECARE - SERVICE CHARGES

Where applicable, VAT will be charged at the current rate

Description	Comments	2022/23	2023/24
VCAS Monitoring (For Existing Customers only. New customers refer to Telecare pricing below)	Per week	£1.24	£1.24
VCAS Rental (For Existing Customers only. Price increase covers additional Falls service now provided to Customers. New customers refer to Telecare pricing below)	Per week	£3.10	£3.50
TELE V Monitoring (For Existing Customers only. New customers refer to Telecare pricing below)	Per week	£1.30	£1.30
TELE V Rental (For Existing Customers only. Price increase covers additional Falls service now provided to Customers. New customers refer to Telecare pricing below For Existing Customers only. New customers refer to Telecare pricing below)	Per week	£4.10	£5.40
TELE V Installation (For Existing Customers only. New customers refer to Telecare pricing below)	One off	£60.50	See below for Telecare Installation
TELE V+ Monitoring (For Existing Customers only. New customers refer to Telecare pricing below)	Per week	£1.30	£1.30
TELE V+ Rental (For Existing Customers only. Price increase covers additional Falls service now provided to Customers. New customers refer to Telecare pricing below)	Per week	£7.70	£7.80
TELECARE monitoring	Per week	£1.30	£1.30
TELECARE Essential SMART	Per week	New fee	£5.40
TELECARE Bronze SMART	Per week	New fee	£6.10
TELECARE Silver SMART	Per week	New fee	£7.20
TELECARE Gold SMART	Per week	New fee	£7.80
TELECARE Installation	One off	£60.50	Free of charge

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 Coordinator, 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 2023/24
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2. [Who is responsible?](#)

Name		Job Title	
Team	Corporate Management Team	Directorate	All Services

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

Date of start of assessment	November 2022
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4. [Describe the proposal?](#)

What is the purpose of the proposal?
This report sets out the 2023/24 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 6-11% (reflecting staff pay estimates and some contribution towards inflationary pressures) has been applied and rounded to the nearest 10p.

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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.

- Rugby, football and cricket service fees are recommended to increase by 5-5.5% which is below the previously discussed inflation related range of fee rise. This is to help reduce the risk of a demand decrease and demote health and wellbeing within the Vale of Glamorgan community by making the service unaffordable by many. However, a fee increase is still recommended to cover a higher amount of the service cost and park/ premises upkeep.
- Jenner Park Lighting – due to the significant increase in energy costs it is proposed to increase charges by 100%.
- Allotments – to work towards the goal of full cost recovery, it is proposed that the Barry/ Rhoose allotments fee is raised by 67%. However, to ensure that resident's contribution to nature is still encouraged and achievable, the Cowbridge allotment fees are recommended to remain the same as the 2022/23 fee.
- Bulky waste disposal 2023/24 fees are proposed to rise by 25% from 2022/23 bulky waste charges. This is to help work towards the full cost recovery within the waste disposal department. A higher increase is not yet proposed as to decrease the risk of residents disposing of bulky waste dangerously and by themselves, which would ultimately cost more. This is also why additional bulky item (above 3; maximum 5) collection fees are proposed to remain the same at £5 per item.
- Hygiene Caddy service fees are recommended to increase to £10 from the 2022/23 fee of £2 (400% increase). This is to help recover the costs of providing this service which was underwritten within the COVID epidemic.
- It is recommended that fees relating to canopy, structure or sign overhanging the highway 2022/23 fee be raised by 13%. After completing a benchmarking exercise of fees charged in the surrounding areas an opportunity to raise this service fee was identified, which will help work towards the aim of full cost recovery.
- Crane working on highway fee – reviewing the surrounding areas fee regarding crane working on the highway showed that a rise of 679% would still result in a competitive fee, whilst also helping to generate extra income contributable to other Council resources with unrecoverable costs.
- Car parks – it is proposed to freeze town car parking fees (Wyndham Street, Barry & Cowbridge Town Hall Car Park) to ensure that shoppers are not discouraged from using these car parks, which would otherwise lead to a decrease in demand and community growth. On the other hand, costal car parks are proposed to increase 10% on all services but parking permits (11%) and coaches (13%). This is to ensure costal car parking service costs are covered, and any income above this can contribute towards the cost of providing the Town car parks services.
- Outdoor Trading Spaces- It is proposed that these charges increase 11% and above; 66-100% for café style license and 66% for outside trading area for the sale of goods. Market trends show an opportunity to increase these fees further to allow full cost recovery regarding this service and potentially others.
- A benchmarking exercise has showed an opportunity to increase several highway related services fees, which will help to both cover the costs of the respective services and provided contributions towards other highway - and general council – services whilst still remaining competitive. These services include the following:
 - * H Bar Markings Administration and Works Cost - 37 %.
 - * Complex Search - 94.05%;
 - * House Name Change- 41.38%;
 - * Proof of Address Letter- 89.39%;
 - * Technical Approval of Highway Structures- 44.89%;
 - * Tourism Sign Design, Cost Estimate, Manufacture and Erection - 24.11%

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- Registrars – to help encourage consumers to use the councils wedding venues and services, extra options are being introduced. The fees for said new services are based on the surrounding market trends and estimated costs of delivering these services. It is also recommended that approved premises related registrar fees be changed to a flat fee of £500 to assist both administration and potential consumers when booking said services. On the other hand, it is recommended that the Dunraven (de-commissioned) room is suggested to increase in line with CPI (11%).
- It is proposed that the Operational Manager (Democratic Services) as the Proper Officer for the Council's Registration Service be granted delegated power to set fees for statutory (marriage and civil partnership) and non-statutory (naming's, vow renewals etc) two financial years in advance, in liaison with the Director of Corporate Resources and the Cabinet Member for Performance and Resources. In addition to this, it is proposed that the Operational Manager (Democratic Services) as the Proper Officer for the Council's Registration Service, be granted delegated power to vary fees in - year in respect of additional services to account for variations in supplier costs.
- Land Charges – it is proposed that the fixed fees continue to apply with the standard 11% 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.
- To help recover the income lost during the COVID pandemic, library service fees are recommended to rise by 12%. Moreover, it is proposed that fines for unreturned library items (books, talking books, etc.) are reinstated because COVID related restrictions have been listed therefore allowing individuals to return such items.
- Penarth Pier Pavilion fees have been further broken down to assist both employees and customers when booking available services. These fees are recommended to increase in line with CPI and to be reviewed later in the year to ensure these fees are appropriate.
- The majority of Countryside fees are proposed to increase 10-15% (help cover costs and generate extra income) however the Medieval village fees primarily remain unchanged. From the 1st of April 2022 it is proposed that there will be limited free entry into the Medieval Village, free access will not be permitted whilst third party events and educational tours are taking place. Any bookings for external commercial activity will attract a fee.
- Countryside car park fees are recommended to change only for 2 hours and all-day tickets in order to ensure demand is not reduced and to lower the full cost recovery projects' impact on the public. These time zones are recommended to increase by £1 (each) to help contribute to the recovery of costs. An additional time zone (1 hour) is to be introduced to provide more time zones for those that do not find the current time zone options applicable.
- Due to little uptake in the previous financial year, reptile translocation fees are proposed to remain the same because the costs of providing this service are yet to be accurately determined. These fees will be reviewed later in the year.
- ACL Fees are recommended to increase by 24% to reflect help recover the costs of providing these services as well as other services that do not have attached fees. To help upkeep demand and ensure these services are accessible for Vale of Glamorgan residents, a higher increase has not been recommended.
- Social Services Telecare - The charges for the new Telecare service fees are proposed based on the costs of providing the current services and a further review of the costs of delivering the service will be carried out to determine if these fees will cover the service costs as well as provide further income to allow further improvement of these and other community helping services. In order to ensure that these fees continue to contribute to a full cost recovery of this service, it is recommended that the delegated authority is provided to the Director of Social Services in consultation with

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the Head of Finance and the relevant Cabinet Member, to agree and set any new charges for the Directorate that may arise during the course of the financial year 2023/24.

Why do you need to put it in place?

As part of the action plan to deliver the Medium Term Financial Plan and Budget Strategy, a review of all existing fees and charges is underway throughout the Authority. At times of financial pressure - particularly this year due to the impacts of Covid-19, war in Ukrainian, and other influential political events - 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.

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.*

It affects everyone who works for the Council, its customers and the residents of the Vale of Glamorgan.

Will the proposal affect how other organisations work?

This will vary according to the service and the nature of the changes that have to be made. Where these could potentially have a high impact upon other organisations (e.g. changes to service level agreements with third sector organisations), these will be subject to further consultation and analysis prior to any change in policy or approved saving being implemented. The Reshaping Services programme will explore alternative models for service delivery which could have a direct impact on other organisations.

Will the proposal affect how you deliver services?

No.

Will the proposal impact on other policies or practices?

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

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

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The report proposes that the majority of fees and charges either remain the same or increase marginally in line with the suggested 6-11% 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?

All Chief Officers are required to ensure that their income and expenditure is within the agreed budget.

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

National data and research

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

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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 and charges, to minimise the impact on the Council's ability

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.

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?

During 2015/16, baseline assessments were drawn up for each service as part of the Council's Reshaping Services programme which have informed the process for determining the optimal models of service delivery. Up to date information with regard

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to individual services will be used to mitigate any gaps. The budget has been set with regard of the Corporate Service Priorities and Corporate Recovery Strategy.

What will you do about this?

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 monitoring data will you collect?

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.

How often will you analyse and report on this?

Ongoing as part of Budget Monitoring processes.

Where will you publish monitoring data and reports?

All committee reports are available on the Council's website

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 less than current levels of inflation so should have a neutral impact on protected characteristic groups.

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

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

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N/A

How do you know?
See Above

What can be done to promote a positive impact?
N/A

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

8. Monitoring ongoing impact

Date you will monitor progress
Ongoing throughout the financial year.

Measures that you will monitor
We will continue to monitor the revenue budget across all service areas to ensure we achieve income projections.

Date you will review implemented proposal and its impact
As part of the initial revenue budget proposals for 2024/25.

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

Possible Outcomes	Say which applies
No major change	N/A
Adjust the policy	N/A
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	N/A

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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.

12. Publication

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

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.
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13. Authorisation

Approved by (name)	Gemma Jones
Job Title (senior manager)	Operational Manager - Accountancy
Date of approval	15th February 2022
Date of review	November 2022