

# Report

Report to:	<b>Executive Committee</b>
Date of Meeting:	<b>21 November 2018</b>
Report by:	<b>Executive Director (Finance and Corporate Resources)</b>

Subject:	<b>Council Charging Policy and Proposals</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to

- ◆ Advise Committee of the proposal to implement a Council Wide Charging Policy

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendations:-

- (1) that the Council Charging Policy as agreed at appendix 1 be agreed,
- (2) that the proposed inflationary increase in Charging as noted in section 7.3 be noted

## 3. Background

- 3.1. The Council charges for a number of services delivered across South Lanarkshire. There is currently no overarching policy for charges which helps service users, officers and councillors understand how the Council will charge for services. Charges have mainly been made on a historic basis, with some covering the costs of delivering a service, and other charges simply being a contribution towards a service's overall budget.
- 3.2. The purpose of this paper is to propose a Council Wide Charging Policy - this will set out clearly the Council's approach to charging, stating what the Council charges for, and what will be considered when we make a charge. The approach to how the Council will consider increasing charges is covered in Section 3 of the proposed Policy (attached at Appendix 1). It states that every year existing charges will be subject to inflationary increases. Also, each chargeable service will review its costs and make recommendations on any additional changes to charges. New charges will also be considered on an annual basis.
- 3.3. As well as proposing principles for a Charging Policy, this paper also reviews the Council's current levels of charges, and makes recommendations around changes to charges for 2019/20.
- 3.4. This report will cover the following:
- The areas of charging that this review covers (section 4)
  - Current practice on setting charges, and guidance on Charging that has influenced the proposal for the Council's Charging Policy (section 5)
  - A proposal for a Council Charging Policy (section 6)
  - Proposals for changes to Charging for 2019/2020 (section 7)
  - Benchmarking of Charges (section 8)

- Summary of recommendations (section 9)

#### **4. Charges Covered**

- 4.1. The Council charges for a number of services, and some of these charges the Council cannot influence (such as planning and some licencing charges). This review considers the charges that the Council, makes that it can influence. The Council currently receives around £10.5m from income that is considered as part of this review.
- 4.2. This review does not consider charges made by the Council in relation to non-residential and Residential Social Care services. These services are covered by regulation and Cosla guidance, and the Council adopts these regulations when setting charges. Whilst these charges still allow some council discretion, there is a separate Charging Policy in relation to these charges which takes into account the specific guidance and therefore it is not proposed to consider those in this review. Any changes to the charges for non-residential and residential social care services would be subject to separate approval through the Social Work Committee (last report on changes to charges – April 2018) and take into account any updates to the specific guidance and regulation on these areas.
- 4.3. The review also does not consider income raised by South Lanarkshire Leisure and Culture. SLLC raise a further £16m of income. SLLC is a separate arms-length organisation. In the past changes to Leisure and Cultural Trust charges have been made through the Council's savings proposals primarily as this affects the price payable by the Council to SLLC to deliver Leisure and Cultural Services. Savings proposals from SLLC will include any proposals to change charges.
- 4.4. In relation to charges made for services falling under the Housing Revenue Account, any changes to charges will continue to be considered and approved as part of HRA budgets in consultation with tenants.

#### **5. Current Practice and Guidance on Charging**

- 5.1. Increases in charges have in the past formed part of savings exercises. For 2018/19 £0.135m of savings agreed came from Council charging (excluding SLLC). The total increase equates to around 1% of the total income raised that the Council can influence.
- 5.2. As there is currently no set Charging Policy across the Council, it has been for Councillors every year to consider increasing charges based on individual proposals brought forward by officers. By introducing a Charging Policy, there will be more certainty and understanding on charges and how they will increase.
- 5.3. In drafting the Council's Charging Policy consideration was made to guidance in relation to charging. Audit Scotland published a report in 2013 on "Charging for Services ; Are you getting it Right". Within the Audit Scotland paper principles on how councils charge are described. The Key Messages of the report are summarised below :
  - Councils should have clear policies for charges and concessions
  - Councillors take the lead in determining charging policies
  - Charges can be used to influence behaviour to achieve council objectives
  - Councils should improve their unit cost information to understand if charges recover cost

- Councils should be aware of differences in their charges to those of other councils

5.4. Through developing the Charging Policy for the Council, these key messages have been incorporated (see section 6.1 below).

## **6. Council Charging Policy**

6.1. A Council wide Charging Policy has been drafted and is attached at Appendix 1. The key messages from the Audit Scotland guidance, as detailed at section 5.3, were considered when forming the Charging Policy. Key elements of the Policy itself are covered in Section 3 of the document and are noted below.

- Charges will be based on an understanding and knowledge of the costs incurred in delivering the service
- The council will consider recovering costs through setting charges
- We may choose not to recover costs where an increase will impact on the delivery of council objectives, or for commercial reasons
- All charges will be increased by inflation on an annual basis, unless approval is sought not to apply this increase.
- All services will review their charges annually with any recommendations for new or higher than inflation increase in charges being considered by executive committee.
- Concessions will form part of the charging policy

6.2. The policy includes a master list of charges and concessions. The concessions currently offered by the Council are covered in section 4 of the Policy. It is through the application of concessions that the Council can help address issues of poverty or disadvantage for service users when accessing services which include a charge. Concessions and discounts can help service users, who may face some difficulty in paying a charge, to access Council Services through removing or reducing charges if they meet the necessary criteria. Work will be undertaken to review concessions and discounts on an annual basis as part of future Charging Reports.

## **7. Proposals for Charging for 2019/20**

- 7.1. The Charging Policy states that an annual paper will be presented to members on Charging, to provide an update on charging, and to identify if any additional changes to charges should be made. This will include any proposed changes to concessions offered.
- 7.2. Appendix 2a summarises the charges that the Council makes that we can influence and the level of income currently received from these charges. Appendix 2b shows (for each of the areas we charge for) the costs of delivering that service, the unit cost for each service, and the potential income that could be gained if we moved to charging the full cost of the service. The full list of charges is included in the Charging policy (at Appendix 1).
- 7.3. **Inflationary Increase to all Charges:** The Policy proposes a standard inflationary increase to all charges (excluding HRA). In relation to Parking charges, the minimum increase to charges would be 10p per tariff (this is due to the payment machines only accepting charges in 10p bands). A minimum increase of 10p per band would exceed a 3% inflationary level so it is proposed that no change is made to parking charges. It is also proposed that for 2019/20 there are no changes to the social work charges detailed in this report.
- 7.4. At 3% increase across all other charges, this would result in an increase in income of approximately £0.330m. The concession policy will continue to apply and mitigate

some of any additional charge made for those charges where a concession is in place. The charges after a 3% inflationary increase are shown in Appendix 2a.

- 7.5. **Recovery of Costs** : The Charging Policy states that the Council will set charges with an awareness of the cost of delivering the service. As there are a range of factors to be considered when setting charges (such as how charges influence behaviour) the Council may not always look to fully recover costs. The policy also states that when considering charges, the Council will consider the charges that are made by other providers of the same or similar services.
- 7.6. The sections below detail where the Council does currently recover costs when charging (section 7.7). Section 7.8 details where costs are not recovered through charging.
- 7.7. **Charges where Costs are Recovered**: There are 17 areas in Appendix 2a where the Council recovers the cost of delivering the service. These services are unshaded in the appendix. In terms of benchmarking Appendix 3 shows the council's charges and benchmark charges from a selection of other councils where information has been available.
- 7.8. **Charges where Costs are Not Recovered** : There are 12 areas where the charge that the Council makes does not recover the costs of delivering that service. These are shaded in Appendix 2a, and summarised below in Table 1. If charges were to increase for these areas to fully recover costs the level of income that could be generated would be £6.5m. This is illustrated in appendix 2b.

**Table 1 – Charges where the Council does not recover cost**

<b>Community and Enterprise Resources</b>	<b>Education Resources</b>	<b>Social Work Resources</b>
Interment Fees	Early Years Charge for non-free hours	Lunch Clubs (Social Care)
Primary School Meals	Music Tuition	Community Alarms
Secondary School Meals	Playgroup	Adult Day Care (current charge is only for meals)
Special Refuse Uplift	Privilege Transport (outwith free travel area)	Residential Respite

- 7.8.1. It is not proposed to move to full cost recovery on all of these areas. The Charging Policy gives the option not to recover costs, where to do so would impact on the Council's objectives, where others may provide the same service more cheaply, or where demand could be affected.
- 7.8.2. It is proposed that we will come back to Committee with areas of charging for further review over the coming year.

- 7.8.3. **Consideration of Costs on Charged for Services:** In relation to recovery of costs, whilst it is suggested that an inflationary increase is applied to charges, this does not preclude services from continuing to review ways that costs across all services can be reduced. Table 1 above shows the areas where we are not recovering costs.
- 7.8.4. The Council has seen many efficiency savings presented over recent years in relation to a range of services, some of which are for services that the Council charges for. The impact of these efficiencies have helped balance the Council's budget.
- 7.8.5. It is therefore proposed that there is an ongoing programme of work carried out on the cost of services where the Council applies charges. This will involve examining the costing techniques and information used, and the benchmarking of costs for these services against those of other councils. This will include work in all areas where the Council does not recover cost (as detailed in 7.8, Table 1), to identify if the unit cost of delivering these services can be reduced.

## **8. Benchmarking**

- 8.1. Benchmarking data has been provided for all Council charges at Appendix 3 comparing the Council's charges with our neighbouring and similar sized councils. Appendix 3a provides a summary, whilst Appendix 3b provides detail. As with all charges, the concession policy will continue to apply and mitigate some of any additional charge made for those charges where a concession is in place. This includes Early Years fees and social care costs.

## **9. Summary and Recommendations**

- 9.1. Members are requested to consider approval of the Corporate Charging Policy, which will then be made public on the Council's website. Members are also asked to consider approving the changes to charges as detailed in section 7.3 which details a proposed inflationary increase to all Charges excluding parking and social care charges. The additional income generated from the inflationary increase of 3% (excluding Parking and Social Care charges – approximately £0.330m) has been included in the proposals for savings for 2019/20 which Members will be asked to approve.

## **10. Employee Implications**

- 10.1. There are no direct employee implications from this report

## **11. Financial Implications**

- 11.1. Through increasing all charges (excluding parking and social care charges) by an inflationary increase of 3%, around £0.330m of additional income could be generated.

## **12. Equality Impact Assessment and Consultation Arrangements**

- 12.1. An Equality Impact Assessment has been carried out in relation to the proposals on charging as part of the Council's savings exercise. Copies of the EQIA have been shared with members.
- 12.2. Also, as part of the Council Budget Strategy an assessment has been completed to meet the Council's Fairer Scotland duty.

## **Executive Director (Finance and Corporate Resources)**

2 November 2018

## **Link(s) to Council Values/Ambitions/Objectives**

- Accountable, effective, efficient and transparent

**Previous References**

- None

**List of Background Papers**

- None

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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**South Lanarkshire Council**

**Council Charging Policy**

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## **Section 1**

### **Introduction**

This document sets out South Lanarkshire's ('The Council's') policy in relation to any charges that it makes to the public and other users for services or goods.

The Council has a statutory duty to provide certain services to the public. There are services provided by the Council where the fees are set nationally, such as planning fees. There also may be services that are currently free of charge, however there are some services that the Council has discretion on whether to make a charge to the users of that service.

In addition to being a funding stream for the Council, income from fees and charges can play a role in other areas such as:

- Contributing to the achievement of council objectives through managing demand and promoting behaviours
- Discouraging use of a service
- Demonstrating the value of a service

This policy will explain how the Council will make charges, the principles that will be followed when charges are made, and provide a listing of the charges that users can expect to pay.

The application of this policy will bring greater clarity to the process of setting charges, and how the Council uses charges to help achieve its corporate objectives.

## **Section 2**

### **Charging for Services - Key Principles**

There are four key principles that the Council considers when charging for goods and services.

#### **Transparency and cost recovery**

- The Council will aim to ensure that service users know what charges they will be asked to make
- Charges will be based on the understanding and knowledge of the costs that are incurred in delivering chargeable services
- Each service area which charges users will review their costs, and charges on an annual basis
- Every charge will be considered for an annual inflationary uplift

#### **Accountability and equality**

- The Council is aware of why charges are made, and the impact that charges have
- A formalised process is in place for approval of changes to charges, or the introduction of new charges out with the annual inflationary increases.
- Approval will be sought for significant new charges and changes to charges
- A Corporate Concession scheme is in place to help those that can't pay for some charges

#### **Delivery of Council Objectives**

- Charges made will consider the impact that the charge has on the achievement of council objectives

#### **Awareness of alternative markets**

- When considering charges, the Council will consider others that provide the same services.

## **Section 3**

### **How the Council decides what charges to make**

#### **What services attract a charge?**

The Council has considered the discretionary services that will require users to pay a fee or charge. The charges made by the Council are included in the Charging List (which is attached to this document)

There are services that the Council will not charge for. Some of the Services the Council provides are specifically excluded from being permitted to charge for, and the Council has a statutory duty to provide the services (such as the education of children)

There are also other reasons why the Council will not make a charge for a service. This includes considering whether making a charge for a service would not be cost effective, and that recovering the charge would cost more than the actual charge itself.

There may be reasons why charging for a service would actually be counter – productive to achieving one of the Council's main aims and objectives.

Charges should be considered wherever it is legally and practically possible.

#### **How the level of charge is set**

It is important for the Council to help the public understand why charges are being made, and the reasons for the level of charges. When considering the charges made, the Council will understand the costs that are incurred when delivering the service. The Council will aim to minimise the costs of delivering the service. The costs of delivering services also include administration costs, and overhead costs such as buildings.

An ongoing programme of work will be carried out on the cost of services where the Council applies charges. This will involve examining the costing techniques and information used, and the benchmarking of costs for these services against those of other councils. This will include work in all areas where the Council does not recover cost to identify if the unit cost of delivering these services can be reduced.

When the costs of a service are understood, the Council can then consider whether the costs of delivering the service should be recovered through charges. The Council will always consider full cost recovery when setting charges. The Council may also consider charging more than a level that will recover costs. The alternative markets for those providing a similar service will be considered.

The Council may also chose not to recover costs where to do so would impact on the Council's objectives, or where other providers of the same service do so more cheaply, and demand for the Council's services could be impacted upon. If this were the case, consideration should be given to whether the Council continues to provide the service.

Where demand for a chargeable service is low, the provision of that service may be considered if it is not financially viable to deliver the service.

**Reviewing Fees and Charges**

Every year each chargeable service will review its costs and make recommendations on any charges which will be changed. New charges will also be considered on an annual basis

Every year, each existing charges will be subject to an inflationary increase.

**Roles and Responsibilities**

On an annual basis the Council's Executive Committee will approve any new charges, or any above inflation charge movements

The Council's Budget Consultation exercise will include consultation in relation to charges – this will allow the development of options for charging going forwards.

## **Section 4**

### **Discounts and Concessions**

In setting the charges that the Council will make, it will consider if concessions, discounts or reductions should apply to these charges.

Concessions and discounts can help service users who may face some difficulty in paying a charge to access Council Services through providing either free, or reduced charges if they meet the necessary criteria.

Any concession, discount or reduction granted would be in support of the achievement of the Councils objectives which include:-

- Tackling disadvantage and deprivation
- Raising educational achievement and attainment
- Improving and maintaining health and physical activity
- Promoting participation in cultural activities and providing quality facilities to support communities

#### **Eligibility Criteria**

Not all charges will be eligible for concessions, or discounts. When determining whether a concession, reduction or discount should be applied, the following criteria will be considered:-

- Is this a service where we want to encourage uptake?
- Who is using the service, and what is their ability to pay?
- What do other providers, or competitors offer for concessions
- What would be the cost of administering a concession or discount scheme?

In line with these criteria, the Council will determine which charges will be eligible for concessions, discounts or reductions and the appropriate rate of concession. This will be reviewed regularly in line with the annual review of charges

The default concession rates will be 50% of a standard charge, and would apply where the service user was in receipt of income related benefits, namely:

- ◆ Income Support
- ◆ Income-based Job Seekers Allowance
- ◆ Employment and Support Allowance (income related)
- ◆ Council Tax benefit
- ◆ Housing Benefit
- ◆ Working Tax Credit eligibility

However, other eligible users and concession rates may be applied following consideration of the criteria detailed above.

Charging structures may also consider the age of service users, for example reduced rates for children or over 65's.

**Concessions, discounts and reductions are currently available for the following services:**

Service Area	Criteria	Concession Applied
<b>Education - Early Years fees</b>	<p>Parents in receipt of any of the following benefits</p> <ul style="list-style-type: none"> <li>• Income Support</li> <li>• Universal Credit (and your earned income is less than £610 as assessed by the Department for Work and Pensions in the assessment period immediately preceding the application for free school meals)</li> <li>• Job Seekers Allowance (income based)</li> <li>• Employment and Support Allowance (income related)</li> <li>• Child Tax Credit (with a gross annual income less than £16,105 as assessed by HM Revenues and Customs on your Tax Credit Award Notice TC602)</li> <li>• Working Tax Credit and Child Tax credit (with a gross annual income less than £6,420 as assessed by HM Revenues and Customs on your Tax Credit Award Notice (TC602)</li> <li>• Support under Part VI of the Immigration and Asylum Act 1999</li> </ul>	100% concession
<b>Education - School Instrumental Tuition</b>	<p>Parents in receipt of any of the following benefits:</p> <ul style="list-style-type: none"> <li>• Income Support</li> <li>• Universal Credit (and your earned income is less than £610 as assessed by the Department for Work and Pensions in the assessment period immediately preceding the application for free school meals)</li> <li>• Job Seekers Allowance (income</li> </ul>	100% concession

Service Area	Criteria	Concession Applied
	<p>based)</p> <ul style="list-style-type: none"> <li>• Employment and Support Allowance (income related)</li> <li>• Child Tax Credit (with a gross annual income less than £16,105 as assessed by HM Revenues and Customs on your Tax Credit Award Notice TC602)</li> <li>• Working Tax Credit and Child Tax credit (with a gross annual income less than £6,420 as assessed by HM Revenues and Customs on your Tax Credit Award Notice (TC602)</li> <li>• Support under Part VI of the Immigration and Asylum Act 1999</li> </ul>	
<b>Education</b> –School meals	<p>National School Meal entitlement - Parents in receipt of any of the following benefits:</p> <ul style="list-style-type: none"> <li>• Income Support</li> <li>• Universal Credit (and your earned income is less than £610 as assessed by the Department for Work and Pensions in the assessment period immediately preceding the application for free school meals)</li> <li>• Job Seekers Allowance (income based)</li> <li>• Employment and Support Allowance (income related)</li> <li>• Child Tax Credit (with a gross annual income less than £16,105 as assessed by HM Revenues and Customs on your Tax Credit Award Notice TC602)</li> <li>• Working Tax Credit and Child Tax credit (with a gross annual income less than £6,420 as assessed by HM Revenues and Customs on your Tax Credit Award Notice (TC602)</li> <li>• Support under Part VI of the Immigration and Asylum Act 1999</li> </ul>	100% concession

Service Area	Criteria	Concession Applied
<b>Education</b> –School meals	All children in primaries 1 - 3	No charge (from January 2015)
<b>Social Work</b> - Community Alarms, Frozen Meals, Non Residential Care and Respite Care	<p>The Social Work (Scotland) Act1968 requires the Council to be satisfied that the service user's means are insufficient to pay the amount they would otherwise be charged, before a decision is made to reduce or waive a charge.</p> <p>The following 3 factors will be considered when a service user requests that the charge be waived:</p> <ul style="list-style-type: none"> <li>◆ Secondary poverty</li> <li>◆ Financial hardship</li> <li>◆ Vulnerability and risk</li> </ul>	The period of any agreed reduction or waiver will be considered on a case by case basis and reviewed annually as a minimum.
<b>Social Work</b> - Non Residential Care	The contribution towards the cost of non-residential social care services is based on a number of factors including ability to pay, the type of service provided and the cost of the service provided.	Following a financial assessment, the charge applied is 60% of disposable income.



## **Section 5**

### **Payment Methods**

Charges will be made either at the time the service is delivered or at a later date following the issue of an invoice. On occasions payment will be required in advance of receiving the service.

The Council will pursue recovery of any charge which remains unpaid after the requested payment date. Where individuals or organisations consistently fail to pay for services provided, such services will cease to be provided to them until all outstanding charges have been paid and they may, in future, be required to pay in advance of service provision or may be refused service provision.

Payment may be made by a number of means detailed below. Not all payment methods will be available for all charges.

- Cash
- Cheque
- Bank transfer
- Giro Account Transfer
- Credit or Debit Card over the telephone
- Via the Council's internet site using credit or debit cards
- Direct Debit

## Section 6

### Charges that the Council Makes (Charging List)

This table shows the charges for services that South Lanarkshire Council makes from 1 April 2018 to 31 March 2019. Where required, some of these charges will include VAT.

Charges are paid by various methods including in advance, at the point of service, or through the payment of an invoice.

Charges, where the level of charge is dictated by Statute, or other regulations, may be subject to change.

<b>Community &amp; Enterprise Resources</b>	
	<b><u>Unit Charge</u></b>
<b><u>Crematorium</u></b>	<b>£</b>
Adult Cremation	617.38
Child Cremation (0 – 15 years)	Not Charged
Certified Extract of Register of Cremation	18.80
Cremation Purchase Standard Wooden Casket	37.60
Cremation Use of Service Room Only (per service time slot)	236.90
Doctors Fees (Adults Only) No Longer Charged	0
Double Service Time	236.90
Temporary Storage of Ashes (per month)	25.75
Postage of Cremated Remains	By arrangement
<b><u>Burial Grounds</u></b>	<b>£</b>
Chinese Section of Priestfield Interment (Adult)	890.00
Chinese Section of Priestfield Lair Purchase	1190.00
Foundation Fee per additional 1/4 foot above 2 square feet	0.00
Foundation Fee up to 2 square feet	103.00
Interment Fees - Adult	842.00
Interment Fees - Child Under 16	No Charge
Interment Fees - Adult Public Holiday Charge	1060.90
Interment Fees - Adult Weekend Charge	861.05
Interment of Ashes - Adult	236.90
Interment of Ashes - Child Under 16 Years	No Charge
Interment of Ashes - Adult Public Holiday Charge	319.30
Interment of Ashes - Adult Weekend Charge	257.50
Lair of Ashes only (Philipshill & Strathaven Cemeteries)	442.90
Lair Purchase (2 interments Philipshill & Glebe Cemeteries)	1102.10
Lair Purchase	1153.60
<b><u>Miscellaneous Cemetery Fees</u></b>	<b>£</b>
Certificate Transfer or Duplicate Fee	35.00
Disposal of Ashes from Other Crematorium	69.00

Purchase an Urn (Adult & Child)	19.40
Purchase Decorative Urns (Variety of Styles)	By arrangement
Record Search First 30 mins	No charge
Record Search Each 30 mins after first 30 mins	14.90
Scattering of Ashes	35.00
<b>Planning</b>	<b>£</b>
Affordable Housing Guidance	5.15
Affordable Housing Guidance inc. p&p	7.70
Building Standards Certificate issued under Section 50 of the Licensing (Scotland) Act 2005	139.05
Building Warrant Application Fee	Based on estimated cost of works
Extension to Warrant	50.00
Amendment to warrant (no extra cost)	50.00
Amendment to warrant (additional costs)	Based on cost of operations
Copy of Building Standards Certificate issued under Section 50 of the Licensing (Scotland) Act 2005	26.26
Copy of Building Warrant	26.26
Copy of completion certificate/ acceptance	26.26
Copy of Planning Certificate issued under Section 50 of the Licensing (Scotland) Act 2005	26.26
Copy of Planning Decision Notice	15.96
Copying of disc (per disc)	1.00
Demolitions rechargeable (notice)	Based on works carried out
Fee for Placing newspaper advert	103.00
LC2 Request where warrant expired and no completion cert	257.50
LC3 Request for confirmation that proposed works do not require BW approval (minimum)	103.00
LC3 Request for confirmation that proposed works do not require BW approval (maximum)	5,000.00
Letters of Comfort LC1 - exceeding value £10,000	Table of Fees
Letters of Comfort LC1 - up to value £10,000	257.50
List of approved building warrants per annum	319.30
List of approved building warrants per copy	10.30
Local Plan	21.63
Mineral Local Plan	25.75
Photocopying (per sheet)	0.10
Photocopying - colour (per sheet)	0.30
Photocopying/Printing of Plans & copies larger than A4	Actual costs
Planning Applications	Fee dependant on type of development proposed
Planning Certificate issued under Section 50 of the Licensing (Scotland) Act 2005	139.05

Postage and Packing	2.55
Property Enquiry - Full	72.10
Property Enquiry - Part	36.05
Renewable Energy Supplementary guidance	5.15
Residential Design Guide	5.15
Residential Land Supply List	20.60
Vacant & Derelict Sites Brochure	10.30
Weekly list of building standards applications per annum	319.30
Weekly list of building standards applications per copy	10.30
Weekly list of planning applications per annum	319.30
Weekly list of planning applications per copy	10.30
<b><u>Roads</u></b>	<b>£</b>
Additional Parking Permits	35.00
Charge for Lost Parking Permit	10.00
Parking Charges for Car Parks 1 (per hour)	0.20
Parking Charges for Car Parks 1 (per 24 hours)	5.80
Car Parks Parking 2 (full day)	5.80
Car Parks Parking 2 (up to 1 hour)	0.80
Parking Penalty Charge Notices (Minimum)	30.00
Parking Penalty Charge Notices (Maximum)	90.00
Season tickets Parking 1	436.00
Season tickets for Montrose House car park garages	523.20
Inspection Fees – Public Utilities	36.00
Neighbourhood Watch Signs (per sign)	3.60
Neighbourhood Watch Signs (first erection)	24.74
Neighbourhood Watch Signs (per sign thereafter)	9.43
Road Markings	Labour, Plant & Material plus 12% Admin charge
Request for Assistance from 3rd parties (24hrs) i.e. clear ups following road traffic accidents	Actual cost + 12% Admin charge
Road Opening Permits (2 weeks)	260 First week, thereafter 104 per week or part thereof
Roads - Traffic Management for Closures	Labour, Plant & Material plus 12% Admin charge
Roads Construction Consent Fee per £1,000 of Road Bond (£1,001-£5,000)	44.00
Roads Construction Consent Fee per £1,000 of Road Bond (£20,001-100,000) Min charge £760	37.00
Roads Construction Consent Fee per £1,000 of Road Bond (£5,001-£20,000) Min Charge £205	41.00
Roads Construction Consent Fee per £1,000 of Road Bond (Over £100,000) Min charge £3,400	28.00
Roads Construction Consent Fee per £1,000 of Road Bond (Up to	29.00

£1000)	
Skip and Other Road Occupation Permits Roads 4 per 2 weeks (No free period)	60.00
Scaffold Permits per month (No free period)	60.00
Guideline for Development Roads	52.00
Temporary road closures for External Bodies – Roads 3 Advertising Costs will be added	800.00 Any advertising costs will be added
Lighting Works	Labour, Plant & Material plus 12% Admin charge
Enumerators	Hourly Rate plus 12% Admin charge
Bar Markings	300.00 for provision and renewal
Switching off Traffic Lights	Weekdays 325.00; weeknights 391.00; Saturdays 404.00; Sundays and Public Holidays 456.00
Traffic Light Permits	90.00 per permit for 3 way and above (No free period)
<b><u>Waste</u></b>	<b>£</b>
Civic Amenity Site Vouchers Category 1	59.91
Civic Amenity Site Vouchers Category 2	119.83
Purchase of Wheeled Bin - 1100 litre	414.54
Purchase of Wheeled Bin - 140 litre / 120 litre	43.12
Purchase of Wheeled Bin - 240 litre	48.46
Purchase of Wheeled Bin - 360 litre	83.87
Purchase of Wheeled Bin - 660 litre	380.04
Second Hand Bin 240ltr	14.94
Bin Lids and Wheels	9.27
Sacks	0.21
Skip Hire Compaction Skip (40 cu yds)	964.59
Skip Hire Per Uplift - 14 cu yd skip	368.91
Skip Hire Per Uplift - 30 cu yd skip	741.71
Skip Hire Per Uplift - 35 cu yd skip	853.17
Skip Hire Per Uplift - 40cu yd skip	964.59
Skip Hire Per Uplift - 8 cu yd skip	235.21
Special Uplift (first uplift is free)	30.00
Special Uplift (Trade Waste items or size of uplift)	65.40
Trolley	22.21
Trolley Brake	33.12

Trolley Unbrake	23.46
Commercial Refrigeration Supermarket Style Freezer Units (Waist High):	
4' Length	73.04
6' Length	87.64
8' Length	102.23
12' Length	116.81
Commercial Refrigeration Shelving/Gondola Units (Supermarket):	
4' Length	80.34
6' Length	87.64
8' Length	102.23
12' Length	116.81
House clearance	Based on estimate of resources required
<b>Environmental</b>	<b>£</b>
Animal Boarding Licence	122.37
Dangerous Wild Animal	127.83
Dog Breeding Licence	122.37
Eradication of Rats/Mice/Wasps/Bees	47.35
Eradication of Squirrels (proofed)	71.07
Eradication of Squirrels (unproofed) (N/A)	0.00
Export Certificate	42.59
Licence to Sell Game	6.00
Licence to Sell Venison	76.00
Multi-Occupancy Fees 101 to 200 persons	2,217.11
Multi-Occupancy Fees 11 to 20 persons	466.89
Multi-Occupancy Fees 201 persons and over	3,192.94
Multi-Occupancy Fees 21 to 30 persons	557.28
Multi-Occupancy Fees 3 to 5 persons	316.88
Multi-Occupancy Fees 31 to 40 persons	659.98
Multi-Occupancy Fees 41 to 50 persons	760.50
Multi-Occupancy Fees 51 to 75 persons	1,000.00
Multi-Occupancy Fees 6 to 10 persons	368.23
Multi-Occupancy Fees 76 to 100 persons	1240.24
Pet Shop Licence	85.18
Registration of Food Business – category extract	42.59
Registration of Food Business – Full	208.67
Registration of Food Business – single extract	7.63
Regulation 10 New storage Licence (Explosives/Fireworks)	178.00
Regulation 10 Renewal of a Licence (Explosives/Fireworks)	83.00
Regulation 11 New Registration (Explosives/Fireworks)	105.00
Regulation 11 Renewal of a Registration (Explosives/Fireworks)	52.00
Regulation 16/20 Varying, transferring or replacing a licence (Explosives/Fireworks)	35.00
REHIS Food Safety Course	103.00
REHIS Health & Safety Course	103.00
Riding Establishment Licence	216.31
Voluntary Surrender Certificate	22.90
Voluntary Surrender of Caravan N/A	0.00
Voluntary Surrender of Vehicle N/A	0.00

Stray Dog Recovery	25.00
Petrol Licenses – 2,500 litres	44.00
Petrol Licenses – 2,500 – 50,000 litres	60.00
Petrol Licenses – 50,000+ litres	125.00
Petrol Licenses – transfer of a spirit license	8.00
Poisons Registration – initial registration fee N/A	0.00
Poisons Registration – re-registration N/A	0.00
Poisons Registration – change in details N/A	0.00
Weights and Measures – inspector	61.32
Weights and Measures – support staff	36.74
<b><u>Streets</u></b>	<b>£</b>
Street Cleaning	Various - each job priced based on individual circumstances
Full plot (concession) Annual (Allotment)	17.70
Full plot Annual (Allotment)	27.35
Half plot (concession) Annual (Allotment)	8.70
Half plot Annual (Allotment)	14.00
Richmond (Cambuslang) Full plot Annual (Allotment)	8.40
<b><u>Facilities</u></b>	<b>£</b>
Primary School Meals - P1-3 - Free	0.00
Primary School Meals - P4-7	1.65
Secondary School Meals	1.65
Breakfast Clubs	0.90
Breakfast Clubs	1.35
<b><u>Fleet Trading</u></b>	<b>£</b>
Taxi Compliance Test General Taxi and a Private Hire with meter	73.59
Taxi Compliance Test General Taxi and a Private Hire without meter	63.59
Meter Test	10.00
<b><u>Grounds</u></b>	<b>£</b>
Ground Clearing	Various - each job priced based on individual circumstances
Care of Gardens Service (per season) - Grass only (inc. VAT)	295.18
Care of Gardens Service (per season) - Grass and Hedge (inc. VAT)	384.82
Care of Gardens Admin Fee (inc. VAT)	21.24
Ground Clearing	Various - each job priced based on individual circumstances

<b>Education Resources</b>	
<b>Education</b>	<b>£</b>
Early Years Fees 0-5 years Additional Hours	3.10
Early Years 2-3 years core hours	3.10
Early years lunchtime cover	3.10
Early Years 3-5 years early entry (per session)	8.50
Music Tuition (per lesson)	7.00
Playgroup (per child per session)	0.75
Privilege Transport (per day per child)	1.00
<b>Finance &amp; Corporate Resources</b>	
<b>Citizenship Registration</b>	<b>£</b>
Individual Ceremonies	80.00
<b>Nationality Checking Service</b>	
Single Adult	87.00
Child Stand Alone Application	45.00
<b>Births / Deaths</b>	
<i>Copy of Certificates birth, death, marriage and civil partnerships</i>	
Request within 1 month of registration	10.00
Request after 1 month of registration	15.00
If original abbreviated certificate is supplied	10.00
<i>Naming Ceremonies</i>	
Registration Offices -	
Monday to Thursday	135.00 - 190.00
Friday	146.00 - 208.00
Saturday	250.00 - 307.00
Other Venues -	
Monday to Thursday	279.00
Friday	279.00
Saturday	330.00
Sunday	398.00
<i>Registering a birth</i>	
1 copy of abbreviated birth certificate at registration	Free
Full Birth Certificate	10.00
Request for a full or abbreviated after 1 month	15.00
If looking for a full certificate and have an abbreviated	10.00
<b>Alcohol</b>	
Extended Licence Hours	10.00
Personal Licence - for managers of licenced premises	50.00
<i>Premises Licence Fees</i>	
Premises with category 1 (e.g. clubs)	200.00
Premises with category 2 (RV £1-£11500)	800.00
Premises with category 3 (RV £11501 - £35000)	1,100.00
Premises with category 4 (RV £35001- £70000)	1,300.00



Premises with category 5 (RV £70001-£140000)	1,700.00
Premises with category 6 (RV Over £140000)	2,000.00
<i>In addition premises must pay annual fee:</i>	
Premises with category 1	180.00
Premises with category 2	220.00
Premises with category 3	280.00
Premises with category 4	500.00
Premises with category 5	700.00
Premises with category 6	900.00
Booking Office Licence	575.00
Gaming Licence	Free
Recommendations -	
Casino nights	
*no more than £8 entrance fee	
*entrance fee to include stake	
*stake and entrance no more than £8	
*value of prizes at the end of the night must remain below £600	
Bingo Nights	
*over 18 only	
*no participate fee should be charged	
*stake limit £5 per person, per card	
*not exceed £2000 a week in stake/prizes	
<b><u>Commercially run events</u></b>	
Up to 8,000 persons per day	1,000.00
8,000 – 15,000 persons per day	2,000.00
<b><u>Market operators licence</u></b>	
One Zone	443.00
All Zones	675.00
<b><u>Street Traders Licence</u></b>	
One Zone	229.00
All Zones	383.00
Substitute vehicle	41.00
<b><u>Wheeled Bin Cleaners Licence</u></b>	
One Zone	121.00
All Zones	178.00
Indoor sports entertainment licence	280.00
Metal dealers licence	235.00
Late hours catering licence	293.00
Knife dealers licence	339.00
Public entertainment licence	275.00

Second hand dealers licence	301.00
Skin piercing and tattooing licence	301.00
Theatre Licence	100.00
Fairs	144.00
<b><u>Taxi and Private Hire Car Operators Licence</u></b>	
Taxi	388.00
Taxi transfer	388.00
Private hire car	381.00
Private hire car transfer	381.00
Taxi Driver New Grant	186.00
Taxi/Private Hire New Grant/Renewal	155.00
Material Change in circumstances	36.00 - 77.00
Substitute vehicle	47.00
Taxi/Private Hire Replacement Plates	25.00
Taxi/Private Hire Car Duplicate Door Stickers	15.00
Each additional route test	25.00
DVLA licence check	3.00
<b><u>Window Cleaners Licence</u></b>	
One Zone	121.00
All Zones	178.00
Marriage Statutory Fees	125.00
Extract Issue	10.00
<b><u>Marriages / Civil Partnerships Ceremonies</u></b>	
Registration Offices -	
Monday to Thursday	70.00 - 100.00
Friday	85.00 - 120.00
Saturday	200.00 - 250.00
Outwith -	
Monday to Thursday	175.00
Friday	200.00
Saturday	300.00
Bespoke Venues -	
Monday to Thursday	200.00
Friday	215.00
Saturday	315.00
<b><u>Legal Work</u></b>	
Standard Security	476.00
Discharge or partial Discharge or Variation of Standard Security	151.00
Resiling from concluded missives	476.00
Application to purchase loft space	362.00
Residential Property transactions where no title conditions imposed	453.00
Residential Property transactions where title conditions imposed	510.00

Preparation of Licence	226.00
Consent to Sub-lease, Assignment/Renunciation/Variation of Lease	510.00
Landlord's letter of Consent	135.00
Deed of Servitude	736.00
Deed of Real Burdens	510.00
Grant of Formal letters	80.00
Section 75 or 69 Agreements for applications dealt with under Scheme of Delegation, without Bond or Supplementary Agreements	510.00
Section 75 or 69 Agreements for applications dealt with under Scheme of Delegation, without Bond or Supplementary Agreements	565.00
Variation/Discharge of Section 75 or Section 69 Agreements	226.00
Variation Discharge of Section 96 and Section 48 Agreements	226.00
Providing Copy Road Bond	55.00
Variation/Discharge of Statutory Agreements	226.00
Certificates of Compliance	115.00
Copying Deeds 1-5 sheets (per sheet)	4.51
Copying Deeds 6+ sheets (per sheet)	2.83
Lending Titles & Other Documents	55.00
Signing Deeds Fee	55.00
<b>Finance &amp; Corporate Resources</b>	
	<b><u>Unit Charge</u></b>
<b><u>Citizenship Registration</u></b>	<b>£</b>
Individual Ceremonies	80.00
<b><u>Nationality Checking Service</u></b>	
Single Adult	87.00
Child Stand Alone Application	45.00
<b><u>Births / Deaths</u></b>	
<i>Copy of Certificates birth, death, marriage and civil partnerships</i>	
Request within 1 month of registration	10.00
Request after 1 month of registration	15.00
If original abbreviated certificate is supplied	10.00
<i>Naming Ceremonies</i>	
Registration Offices -	
Monday to Thursday	135.00 - 190.00
Friday	146.00 - 208.00
Saturday	250.00 - 307.00
Other Venues -	
Monday to Thursday	279.00
Friday	279.00
<b>Housing &amp; Technical Resources</b>	
	<b><u>Unit Charge</u></b>
	<b>£</b>
HomeImprove - Grant Application (For Grants lower than £500 the fee will be 10% of Grant payable)	50.00
Factoring Fee (per annum) – HRA	115.12
Landlord Registration Fee - Landlord/Agent	55.00
Landlord Registration Fee - per property	11.00
Miscellaneous HRA charges	various

<b>Social Work Resources</b>	
<b><u>Non Residential &amp; Residential Care</u></b>	<b>£</b>
Lunch clubs and day care meals service (per meal)	3.00
Frozen Meals (charge paid to supplier)	2.97
Community Alert Alarms (per week)	1.59
Non-residential care charges	Means Tested
Residential and nursing care services	Means Tested
Respite care services - Older person (per week)	136.00
Respite care services - Adult (per week)	84.45

## Appendix 2a : Charges that the Council can influence – Summary of Charges / Income

Charge area <i>(Shaded lines represent charges where the Council does not recover its costs)</i>	Current Charge £	Level of Income Received £m	Number of Units <i>(will include free provision where provided)</i>	New Charge including 3% Inflationary Increase £
<b>1. Community and Enterprise Resources</b>				
<b>1.1 Interment Fees - Adult Resident</b> <i>(income received includes premiums for weekends and income for Lairs)</i>	842.00	1.347	1,239	867.26
<b>1.2 Adult Cremation</b> <i>(income received includes all crematoria income)</i>	617.38	1.038	1,650	635.90
<b>1.3 Primary School Meals</b>	1.65	1.464	2,766,542	1.70
<b>1.4 Secondary School Meals</b>	1.65	1.914	1,436,062	1.70
<b>1.5 Taxi Compliance test</b> <i>(with and without meter)</i>	73.59 / 63.59	0.153	436 / 1892	75.80 / 65.50
<b>1.6 Ground Clearing</b> <i>(each job priced based on individual circumstances to recover cost)</i>	Various	0.048		Various
<b>1.7 Care of Gardens</b>	316.42	0.115	341	325.91
<b>1.8 Special Refuse Uplift - first uplift free.</b> <i>(income includes small levels of income for commercial Fridge uplifts where costs are recovered)</i>	30.00	0.067	39,833	30.90
<b>1.9 Bins</b> <i>(data is for standard bin - income includes some income for larger / smaller bins, and sacks)</i>	48.46	0.114	1,048	49.91
<b>1.10 Pest Control - Rats / mice / wasps /bees</b> <i>(data is for fixed contracted service - income includes other works charged at cost plus 10%)</i>	47.35	0.140	1,664	48.77
<b>1.11 Other Environmental Charges</b> <i>(includes animal welfare / multi occupancy fees , and export certificates all charged above cost)</i>	range £8 to £3,192	0.032	288	range £8.24 to £3,287.76
<b>1.12 Parking Charges (not fines)</b> <i>(Number of hours calculated to reflect income collected at 0.80 per hour (0.67 excl VAT) - rates paid will vary depending on time in car park)</i>	0.67	1.367	1,864,952	No change proposed
<b>1.13 Parking Season tickets</b>	363.00	0.207	588	373.89

Charge area <i>(Shaded lines represent charges where the Council does not recover its costs)</i>	Current Charge £	Level of Income Received £m	Number of Units <i>(will include free provision where provided)</i>	New Charge including 3% Inflationary Increase £
<b>1.14 Lighting Works</b>	cost plus overhead	0.083	various	cost plus overhead
<b>1.15 Temporary Traffic Regulation Orders</b>	800.00	0.267	275	824.00
<b>2. Education Resources</b>				
<b>2.1 Early Years</b> <i>(charge per hour, for non-free hours)</i>	3.10	0.743	4,017,063	3.19
<b>2.2 Music Tuition</b> <i>(charge per group lesson)</i>	7.00	0.137	67,800	7.21 (216 per year)
<b>2.3 Playgroup</b> <i>(charge per session)</i>	0.75	0.012	15,382	0.77
<b>2.4 Privilege Transport</b> <i>(charge per return journey)</i>	1.00	0.012	1,051,365	1.03
<b>3. Finance and Corporate Resources</b>				
<b>3.1 Private Hire Individual New and renewals / Vehicle and transfer</b> <i>(includes additional route tests)</i>	155 / 381	0.310	823 / 478	159.65 / 392.43
<b>3.2 Taxis</b> <i>(income includes new licence , first and additional route test)</i>	388.00	0.064	166	399.64
<b>3.3 Charges for Legal Work</b> <i>(List available - all charges are higher than unit cost)</i>	various	0.111	168	Various
<b>3.4 Marriages</b>	70-315	0.066	343	72.10 - 324.45
<b>3.5 Nationality Checking Service</b>	45-87	0.071	1,079	46.35 - 89.61
<b>3.6 Other Licencing and registration charges</b> <i>(List available - all charges at cost)</i>	various	0.079	1,180	various
<b>4. Social Work Resources</b>				
<b>4.1 Lunch Clubs</b>	3.00	0.046	18,072	No change proposed
<b>4.2 Community Alarms</b> <i>(units = alarms, total units are alarms for year – 5,640 per week)</i>	1.59	0.423	293,280	No change proposed

Charge area <i>(Shaded lines represent charges where the Council does not recover its costs)</i>	Current Charge £	Level of Income Received £m	Number of Units <i>(will include free provision where provided)</i>	New Charge including 3% Inflationary Increase £
<b>4.3 Adult Day Care</b> <i>(current charge is only for meals : Potential additional income is based on ability to pay for current service users for care and transport element)</i>	2.00	0.047	55,000	No change proposed
<b>4.4 Residential Respite - Council Provision. Charge is for Over 65s / Under 65s</b> <i>(note that charge is currently set based on minimum benefits less personal allowance)</i>	19.43 / 12.06	0.018	1,292	No change proposed
<b>Total</b>		<b>10.495</b>		

## Appendix 2b : Charges that the Council can influence – Cost of Service / Subsidy

Charge area <i>(Shaded lines represent charges where the Council does not recover its costs)</i>	Cost of Service <i>(will include free provision where provided)</i> £m	Current Charge £	Unit Cost where costs not recovered £	Unit measure	Level of Subsidy provided by the Council £m	Potential Additional Income from moving charge to Unit Cost £m
<b>1. Community and Enterprise Resources</b>						
<b>1.1 Interment Fees - Adult Resident</b> <i>(income received includes premiums for weekends and income for Lairs)</i>	1.582	842.00	1,276.00	Per interment	0.235	0.538
<b>1.2 Adult Cremation</b> <i>(income received includes all crematoria income)</i>	0.791	617.38		Per cremation	-	-
<b>1.3 Primary School Meals</b>	7.474	1.65	2.70	Per meal	6.010	0.931
<b>1.4 Secondary School Meals</b>	3.408	1.65	2.37	Per meal		0.835
<b>1.5 Taxi Compliance test</b> <i>(with and without meter)</i>	0.050	73.59 / 63.59		Per test	-	-
<b>1.6 Ground Clearing</b> <i>(each job priced based on individual circumstances to recover cost)</i>		Various				-
<b>1.7 Care of Gardens</b>	0.064	316.42		Per client	-	-
<b>1.8 Special Refuse Uplift - first uplift free.</b> <i>(income includes small levels of income for commercial Fridge uplifts where costs are recovered)</i>	1.210	30.00	30.39	Per uplift	1.152	1.153
<b>1.9 Bins</b> <i>(data is for standard bin - income includes some income for larger / smaller bins, and sacks)</i>	0.326	48.46		per bin supplied		-
<b>1.10 Pest Control - Rats / mice / wasps /bees</b> <i>(data is for fixed contracted service - income includes other works charged at cost plus 10%)</i>	0.070	47.35		per treatment	-	-
<b>1.11 Other Environmental Charges</b> <i>(includes animal welfare / multi occupancy fees , and export certificates all charged above cost)</i>	0.035	range £8 to £3,192		per licence	-	-



Charge area <i>(Shaded lines represent charges where the Council does not recover its costs)</i>	Cost of Service <i>(will include free provision where provided)</i> £m	Current Charge £	Unit Cost where costs not recovered £	Unit measure	Level of Subsidy provided by the Council £m	Potential Additional Income from moving charge to Unit Cost £m
<b>1.12 Parking Charges (not fines)</b> <i>(Number of hours calculated to reflect income collected at 0.80 per hour (0.67 excl VAT) - rates paid will vary depending on time in car park)</i>	0.758	0.67		per hour	-	
<b>1.13 Parking Season tickets</b>	0.145	363.00		per issue of season ticket	-	
<b>1.14 Lighting Works</b>	various	cost plus overhead			-	
<b>1.15 Temporary Traffic Regulation Orders</b>	0.046	800.00		per order	-	
<b>2. Education Resources</b>						
<b>2.1 Early Years</b> <i>(charge per hour, for non-free hours)</i>	20.940	3.10	5.21	per hour provided	20.197	0.506
<b>2.2 Music Tuition</b> <i>(charge per group lesson)</i>	1.257	7.00	18.55	per lesson (group)	1.120	0.226
<b>2.3 Playgroup</b> <i>(charge per session)</i>	0.065	0.75	3.93	per session attended	0.053	0.049
<b>2.4 Privilege Transport</b> <i>(charge per return journey)</i>	5.158	1.00	4.91	per return journey	5.146	0.049
<b>3 Finance and Corporate Resources</b>						
<b>3.1 Private Hire Individual New and renewals / Vehicle and transfer</b> <i>(includes additional route tests)</i>	0.310	155 / 381		per application	-	
<b>3.2 Taxis</b> <i>(income includes new licence , first and additional route test)</i>	0.064	388.00		per application		
<b>3.3 Charges for Legal Work</b> <i>(List available - all charges are higher than unit cost)</i>	0.101	various		per job	-	
<b>3.4 Marriages</b>	0.046	70-315		per ceremony	-	
<b>3.5 Nationality Checking Service</b>	0.050	45-87		per application	-	
<b>3.6 Other Licencing and registration charges</b> <i>(List available - all charges at cost)</i>	0.079	various		various	-	

Charge area <i>(Shaded lines represent charges where the Council does not recover its costs)</i>	Cost of Service <i>(will include free provision where provided)</i> £m	Current Charge £	Unit Cost where costs not recovered £	Unit measure	Level of Subsidy provided by the Council £m	Potential Additional Income from moving charge to Unit Cost £m
<b>4. Social Work Resources</b>						
<b>4.1 Lunch Clubs</b>	0.130	3.00	7.59	per meal	0.091	0.070
<b>4.2 Community Alarms</b> <i>(units are per for year - 5640 per week)</i>	2.356	1.59	8.03	per week	1.933	1.889
<b>4.3 Adult Day Care</b> <i>(current charge is only for meals : Potential additional income is based on ability to pay for current service users for care and transport element)</i>	4.723	-	£38.30 - care : £20.03 transport; £2 meal	per day	4.676	0.100
<b>4.4 Residential Respite - Council Provision.</b> <b>Charge is for Over 65s / Under 65s</b> <i>(note that charge is currently set based on minimum benefits less personal allowance)</i>	0.678	19.43 / 12.06	142.87	per night	0.660	0.159
<b>Total</b>						<b>6.505</b>

## Appendix 3a : Benchmarks for all charges

Charge area	South Lanarkshire Council current charge	South Lanarkshire Council charge including 3% inflation	Benchmarking (SLC against other councils shown)
	£		
<b>1. Community and Enterprise Resources</b>			
<b>1.1 Interment Fees - Adult Resident</b> (income received includes premiums for weekends and income for Lairs)	842.00	867.26	5th out of 8 cheapest
<b>1.2 Adult Cremation</b> (income received includes all crematoria income)	617.38	635.90	1st out of 8 cheapest
<b>1.3 Primary School Meals</b>	1.65	1.70	1st out of 8 cheapest
<b>1.4 Secondary School Meals</b>	1.65	1.70	1st out of 8 cheapest
<b>1.5 Taxi Compliance test</b> (with and without meter)	73.59 / 63.59	75.80 / 65.50	
<b>1.6 Ground Clearing</b> (each job priced based on individual circumstances to recover cost)	<i>Various - each job priced based on individual circumstances to recover cost</i>		<i>n/a</i>
<b>1.7 Care of Gardens</b>	316.42	325.91	5th out of 5 cheapest
<b>1.8 Special Refuse Uplift - first uplift free</b> (income includes small levels of income for commercial fridge uplifts where costs are recovered)	30.00	30.90	different charging models across councils
<b>1.9 Bins (standard bin)</b> (data is for standard bin - income includes some income for larger/smaller bins, and sacks)	48.46	49.91	4th out of 5 cheapest
<b>1.10 Pest Control - Rats / mice / wasps /bees</b> (data is for fixed contracted service - income includes other works charged at cost plus 10%)	47.35	48.77	2nd out of 5 cheapest

Charge area	South Lanarkshire Council current charge	South Lanarkshire Council charge including 3% inflation	Benchmarking (SLC against other councils shown)
<b>1.11 Other Environmental Charges</b> (includes animal welfare , multi occupancy fees , and export certificates all charged above cost)	range £8 to £3192	range £8.24 - £3287.76	range
<b>1.12 Parking Charges (not fines) - per hour</b> (number of hours calculated to reflect income collected at 0.80 per hour (0.67 excl VAT) - rates paid will vary depending on time in car park)	0.67	No change proposed	different charging models across councils
<b>1.13 Parking Season tickets</b>	363.00	373.89	different charging models across councils
<b>1.14 Lighting Works (internal charge)</b>	cost plus overhead	cost plus overhead	n/a
<b>1.15 Temporary Traffic Regulation Orders</b>	800.00	824.00	different charging models across councils
<b>2. Education Resources</b>			
<b>2.1 Early Years (charge for non free hours)</b>	3.10	3.19	2nd out of 7 cheapest
<b>2.2 Music Tuition</b>	£ 7 ( £210 per year)	7.21 (216 per year)	6th out of 8 cheapest
<b>2.3 Playgroup</b>	0.75	0.77	n/a
<b>2.4 Privilege Transport</b>	1.00	1.03	7th out of 8 cheapest
<b>3. Finance and Corporate Resources</b>			
<b>3.1 Private Hire Individual New and renewals / Vehicle and transfer</b> (includes additional route tests)	155 / 381	159.65 / 392.43	4th out of 8 cheapest

Charge area	South Lanarkshire Council current charge	South Lanarkshire Council charge including 3% inflation	Benchmarking (SLC against other councils shown)
<b>3.2 Taxis</b> (income includes new licence , first and additional route test)	388.00	399.64	3rd out of 8 cheapest
<b>3.3 Charges for Legal Work</b> (List available - all charges are higher than unit cost)	various		n/a
<b>3.4 Marriages</b>	70-315	72.10 - 324.45	4th out of 8 cheapest
<b>3.5 Nationality Checking Service</b>	45-87	46.35 - 89.61	2nd out of 3 cheapest
<b>3.6 Other Licencing and registration charges</b> (List available - all charges at cost)	various	various	range
<b>4. Social Work Resources</b>			
<b>4.1 Lunch Clubs</b>	3.00	No change proposed	3rd out of 7 cheapest
<b>4.2 Community Alarms</b> (units are per for year - 5640 per week)	1.59	No change proposed	1st out of 6 cheapest
<b>4.3 Adult Day Care</b> (current charge is only for meals : benchmark is for day care and transport)	2.00	No change proposed	
<b>4.4 Residential Respite - Council Provision. Charge is for Over 65s / Under 65s</b> (note that charge is currently set based on minimum benefits less personal allowance)	19.43 / 12.06	No change proposed	

## Appendix 3b : Benchmarks for all charges

Charge area	Aberdeen-shire	City of Edinburgh	Fife	Glasgow City	North Ayrshire	North Lanarkshire	Renfrew-shire	South Lanarkshire Council charge including 3% inflation
	£	£	£	£	£	£	£	£
<b>1. Community and Enterprise Resources</b>								
<b>1.1 Interment Fees – Adult Resident</b> <i>(income received includes premiums for weekends and income for Lairs)</i>	577.00	1,150.00	620.00	980.00	698.00	920.00	479.25	867.26
<b>1.2 Adult Cremation</b> <i>(income received includes all crematoria income)</i>	795.00	764.00	685.00	650.00	950.00	860.00	675/700	635.90
<b>1.3 Primary School Meals</b>	2.30	2.20	2.10	1.90	2.05	2.00	2.25	1.70
<b>1.4 Secondary School Meals</b>	2.30	2.60	2.10	1.90	2.05	2.00	2.60	1.70
<b>1.5 Taxi Compliance test</b> <i>(with and without meter)</i>								75.80 / 65.50
<b>1.6 Ground Clearing</b> <i>(each job priced based on individual circumstances to recover cost)</i>	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Various
<b>1.7 Care of Gardens</b>		66-154			64.00	131.88	220.75	325.91
<b>1.8 Special Refuse Uplift - first uplift free</b> <i>(income includes small levels of income for commercial fridge uplifts where costs are recovered)</i>	£25 for 4 standard items	£5 per item up to 10 items	15.00	£134 per hour	18.25 for up to 5 items. £3.75 per additional item	1st 3 free, then £100 for every additional		30.90

Charge area	Aberdeen-shire	City of Edinburgh	Fife	Glasgow City	North Ayrshire	North Lanarkshire	Renfrew-shire	South Lanarkshire Council charge including 3% inflation
<b>1.9 Bins (standard bin)</b> (data is for standard bin - income includes non contract works charged at cost plus 10%)				49.75	41.27	50.85	22.05	49.91
<b>1.10 Pest Control - Rats / mice / wasps /bees</b> (data is for fixed contracted service - income includes other works charged at cost plus 10%)		53.00 / 109.00	66.00	43.00 / 53.00			41.25	48.77
<b>1.11 Other Environmental Charges</b> (includes animal welfare , multi occupancy fees , and export certificates all charged above cost)	range	range	range	range	range	range	range	range £8.24 - £3,287.76
<b>1.12 Parking Charges (not fines) - per hour</b> (number of hours calculated to reflect income collected at 0.80 per hour (0.67 excl VAT) - rates paid will vary depending on time in car park)	£0.60 (some free periods available)	£0.50-£ 4.20	£1.10 - £1.20	£4 per hour city centre : £0.80 - £1.20 per hour elsewhere	Free except Shore-front £1 per hour	free	£0.30 - £1.00	No change proposed
<b>1.13 Parking Season tickets</b>	£60	£35.50 - £630	£260 - £520	Business - £700, Glasgow Residents (City Centre) £285; Glasgow Residents (non-City Centre) £50-170	Free	free	£200 - £400	373.89
<b>1.14 Lighting Works (internal charge)</b>	n/a	n/a	n/a	n/a	n/a	n/a	n/a	cost plus overhead
<b>1.15 Temporary Traffic Regulation Orders</b>	379-677	452-609	150-475	£400 - £1850	378-584	261.35 - 410	£60 - £260	824.00

[illegible]



Charge area	Aberdeen-shire	City of Edinburgh	Fife	Glasgow City	North Ayrshire	North Lanarkshire	Renfrew-shire	South Lanarkshire Council charge including 3% inflation
<b>4.1 Lunch Clubs</b>	<i>3.50</i>		<i>4.00</i>	<i>3.24</i>	2.75	<i>4.90</i>	2.56	No change proposed
<b>4.2 Community Alarms</b> <i>(units are per for year - 5640 per week)</i>	<i>3.50</i>		<i>2.25</i>	<i>3.28</i>	<i>4.30</i>	-	<i>3.41</i>	No change proposed
<b>4.3 Adult Day Care</b> <i>(current SLC charge is only for meals : benchmark is for day care and transport)</i>				119.55 / 11.18				No change proposed
<b>4.4 Residential Respite - Council Provision. Charge is for Over 65s / Under 65s</b> <i>(note that SLC charge is currently set based on minimum benefits less personal allowance)</i>	113.67 / 79.65							No change proposed

Other Council charges in italics are current charging more than the proposed SLC fee