

Fees and Charges Schedule 2018-2019- CHILDREN'S SERVICES

Consumer Price Index 2.7% as at December 2017

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
LEARNING SKILLS & EDUCATION	Provision of appropriate body function (per term)		Exempt	80.00	80.00	0.00	0%
	Education Psychology Services 21 days or more: daily rate 11 to 20 days: daily rate 4 to 10 days: daily rate 1 to 3 days: daily rate Hourly Rate		Exempt Exempt Exempt Exempt Exempt	425.00 470.00 490.00 550.00 n/a	432.00 475.00 500.00 565.00 n/a	7.00 5.00 10.00 15.00 0.00	2% 1% 2% 3% 0%
	School Effectiveness Consultancy Rate - Commissioned Heads	Daily Rate	NCC maintained (Out of Scope), Non NCC maintained (Standard)	400.00	400.00	0.00	0%
	Education Entitlement Team Non-School Attendance fixed penalty notice Non-School Attendance fixed penalty notice	Paid within 21 Paid within 28 days	Out of Scope Out of Scope	60.00 120.00	60.00 120.00	0.00 0.00	0% 0%
	Virtual School Virtual School Conference Virtual School Conference	£55 per half day per delegate (no lunch). £90 per full day per delegate including lunch.	NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard)	n/a 75.00	55.00 90.00	 15.00	 20%
	Leadership and Governance Governor Hub (charge per school) Governor Newsletter (annual subscription per school) Governor conference (charge per delegate)	New provision in 2018-19.	NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard)	150.00 n/a 80.00	150.00 50.00 80.00	0.00 0.00 0.00	0% 0% 0%
	Moderation Key Stage 1: Moderation visit of Y2 Teacher Assessments - single form entry Key Stage 1: Moderation visit of Y2 Teacher Assessments - two form entry Key Stage 1: Moderation visit of Y2 Teacher Assessments - three form entry Partnership heads / consultancy occasional extra Senior School Improvement Manager day (charge per day) Key Stage 1: Statutory assessment training for experienced teachers in Y2 Key stage 2: Monitoring of Y6 tests (unannounced visit) Key stage 2: Moderation visit of Y6 writing teacher assessments - single form entry Key stage 2: Moderation visit of Y6 writing teacher assessments - two form entry Key stage 2: Moderation visit of Y6 writing teacher assessments - three form entry Key Stage 2: Statutory assessment training for teachers new to Y6 Key Stage 2: Statutory assessment training for experienced teachers in Y6 Moderation workshops (Half day)	Full day Full day Full day New provision in 2017-18	NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard) NCC maintained (Out of Scope), Non NCC maintained (Standard)	300.00 350.00 400.00 125.00 75.00 300.00 350.00 400.00 125.00 65.00	300.00 350.00 400.00 125.00 75.00 300.00 350.00 400.00 125.00 65.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	0% 0% 0% 0% 0% 0% 0% 0% 0% 0%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %	
School Admissions	1. Initial Entry Admissions:							
	Measurement Detail only	Per application	NCC maintained (Out of Scope), Non NCC maintained (Standard)	2.75	2.75	0.00	0%	
	Priority ranking	Per application	NCC maintained (Out of Scope), Non NCC maintained (Standard)	0.00	0.00	0.00	0%	
	Maintaining reserve/waiting list (including ranking as above)	Per application	NCC maintained (Out of Scope), Non NCC maintained (Standard)	4.75	4.75	0.00	0%	
	2. Mid-Phase/In Year Admissions:							
	Primary - distance measuring only							
	1 form entry (or fewer)		NCC maintained (Out of Scope), Non NCC maintained (Standard)	100.00	100.00	0.00	0%	
	2 form entry		NCC maintained (Out of Scope), Non NCC maintained (Standard)	125.00	125.00	0.00	0%	
	3 form entry		NCC maintained (Out of Scope), Non NCC maintained (Standard)	175.00	175.00	0.00	0%	
	Primary - distance measuring & Maintenance of waiting lists							
	1 form entry (or fewer)		NCC maintained (Out of Scope), Non NCC maintained (Standard)	150.00	150.00	0.00	0%	
	2 form entry		NCC maintained (Out of Scope), Non NCC maintained (Standard)	175.00	175.00	0.00	0%	
	3 form entry		NCC maintained (Out of Scope), Non NCC maintained (Standard)	225.00	225.00	0.00	0%	
	Secondary - distance measuring only - for any size school		NCC maintained (Out of Scope), Non NCC maintained (Standard)	250.00	250.00	0.00	0%	
	Secondary - distance measuring and maintenance of waiting lists - for any size school		NCC maintained (Out of Scope), Non NCC maintained (Standard)	350.00	350.00	0.00	0%	
	3. Fair Access							
	Fact finding over and above that indicated on the standard fair access additional information form.	Per child	NCC maintained (Out of Scope), Non NCC maintained (Standard)	50.00	50.00	0.00	0%	
	4. Appeals for OAA Schools							
	First Appeal each day (for each intake year)		NCC maintained (Out of Scope), Non NCC maintained (Standard)	130.00	130.00	0.00	0%	
	For subsequent appeals		NCC maintained (Out of Scope), Non NCC maintained (Standard)	45.00	45.00	0.00	0%	
5. Representation at Parent/Open Evenings								
Schools Admissions Team representative	per day/evening	NCC maintained (Out of Scope), Non NCC maintained (Standard)	130.00	130.00	0.00	0%		
6. Other Services								
Pay-as-you-use agreement	Based on hourly rate for the officer(s) carrying out the work.	NCC maintained (Out of Scope), Non NCC maintained (Standard)	Variable	Variable	0.00	0%		

Fees and Charges schedule 2018-19 - WELLBEING & PREVENTION SERVICES

Consumer Price Index 2.7% as at December 2017

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
COUNTRY PARKS	Car Parking						
	Parking (day ticket) - ALL-YEAR		Includes standard VAT	3.00	0.00	-3.00	-100%
	Parking (up to 4 hours) ALL YEAR			3.00	3.00	0.00	0%
	Parking (up to 12 hours) ALL YEAR			3.00	5.00	2.00	67%
	Parking season ticket (one park)	12 months parking - one named park	Includes standard VAT	36.00	37.00	1.00	3%
	Parking season ticket (all parks)	12 months parking - all NCC parks	Includes standard VAT	49.00	50.00	1.00	2%
	Parking season ticket (additional car)	Charge for having a second car on ticket provided it is registered to same address	Includes standard VAT	5.00	5.00	0.00	0%
	Parking season ticket (changed car)	Admin charge for changing existing ticket	Includes standard VAT	5.00	5.00	0.00	0%
	Parking season permit (Per car charge for additional ticket for vehicles registered to same address)		Includes standard VAT	10.00	10.00	0.00	0%
	Early payment excess charge	Early payment charge for failing to pay and display (FINE)	Outside Scope	20.00	20.00	0.00	0%
	Standard excess charge	Standard charge for failing to pay and display (FINE)	Outside Scope	50.00	50.00	0.00	0%
	Room Hire						
Brixworth – Mackintosh Centre Lapwing and Woodpecker rooms			Exempt	20.00	20.00	0.00	0%
Wagtail Room <u>Irchester</u>			Exempt	20.00	0.00	-20.00	-100%
Nature Hut <u>Fermyn Woods</u>			Exempt	15.00	15.00	0.00	0%
Skylark Activity Shelter			Exempt	8.00	8.00	0.00	0%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Activities						
	Education Ranger standard activities	Charge per participant for standard packages	Exempt	4.50	NA	NA	NA
	Education Ranger survival skills – Children	Charge per participant for survival skills (children)	Exempt	7.50	NA	NA	NA
	Education Ranger survival skills – Adults	Charge per participant for survival skills - Adults	Exempt	10.00	NA	NA	NA
	Education Ranger team building – Children	Charge per participant for team building (children)	Exempt	7.50	NA	NA	NA
	Education Ranger team building – Adults	Charge per participant for team building - Adults (1.5 hr session)	Exempt	10.00	NA	NA	NA
	Education Ranger team building – Adults	Charge per participant for team building - Adults (3 hr session)	Exempt	18.00	NA	NA	NA
	Birthday Parties	Environmental themed Birthday party led by Education Ranger (1.5 hr session)	Exempt	6.00	NA	NA	NA
	Education Ranger per day per participant			NA	5.00	NA	New charge
	Two Education Rangers per day per participant			NA	8.00	NA	New charge
	Three Education Rangers per day per participant			NA	11.00	NA	New charge
	Nature Tots	Environmental activities for pre-school	Exempt	3.50	3.50	0.00	0%
	Orienteering maps	Charge per map	Zero Rated	2.00	2.00	0.00	0%
	Meadow hire	Private/ticketed events (car park charges apply - Ranger assistance charged @ £30/hr)	Exempt	£100 booking fee + 10% gross takings (less VAT) over £1,000	£100 booking fee + 10% gross takings (less VAT) over £1,000	0.00	0%
	Stalls in park	Charge per stall	Exempt	Minimum £10 plus 10% gross takings	Minimum £10 plus 10% gross takings	0.00	0%
	Themed Trail with prize	Charge per trail sheet (INSTRUCTION LEAFLET)	Zero Rated	Various	Various	x	x
	Coarse Fishing						
	Coarse Fishing - Barnwell	Day ticket -standard	Includes standard VAT	5.00	5.00	0.00	0%
	Coarse Fishing - Barnwell (Concessionary)	Day ticket - 12 to 16s, Blue badge and Snr Citizen	Includes standard VAT	3.00	3.00	0.00	0%
	Coarse Fishing - Barnwell	Season ticket - standard	Includes standard VAT	90.00	90.00	0.00	0%
	Coarse Fishing - Barnwell (Concessionary)	Season ticket - 12 to 16s, Blue badge and Snr Citizen	Includes standard VAT	72.00	72.00	0.00	0%
	Coarse Fishing - Barnwell - Winter ticket	Winter ticket - standard Oct 1st to March 31st	Includes standard VAT	50.00	50.00	0.00	0%
	Coarse Fishing - Barnwell - Winter ticket (Concessionary)	Winter ticket - 12 to 16s, Blue badge and Snr Citizen	Includes standard VAT	40.00	40.00	0.00	0%
	Coarse Fishing - Sywell	Day ticket -standard	Includes standard VAT	8.00	8.00	0.00	0%
	Coarse Fishing - Sywell	Day ticket - 12 to 16s, Blue badge and Snr Citizen	Includes standard VAT	4.00	4.00	0.00	0%
	Coarse Fishing - Sywell	Evening ticket -standard	Includes standard VAT	4.00	4.00	0.00	0%
	Coarse Fishing - Sywell	24 hour ticket -standard	Includes standard VAT	12.00	12.00	0.00	0%
	Coarse Fishing - Sywell	24 hour ticket - 12 to 16s, Blue badge and Snr Citizen	Includes standard VAT	6.00	6.00	0.00	0%
	Coarse Fishing - Sywell- Season ticket (Standard)	Season ticket - standard	Includes standard VAT	100.00	100.00	0.00	0%
	Coarse Fishing - Sywell - Season ticket (Concessions)	Season ticket - 12 to 16s, Blue badge and Snr Citizen	Includes standard VAT	50.00	50.00	0.00	0%
	Coarse Fishing - Sywell - Winter ticket (Standard)	Winter ticket - standard Oct 1st to March 31st	Includes standard VAT	50.00	50.00	0.00	0%
	Coarse Fishing - Sywell - Winter ticket (Concessions)	Winter ticket - 12 to 16s, Blue badge and Snr Citizen	Includes standard VAT	25.00	25.00	0.00	0%
	Coarse Fishing - Fermyn	Day ticket -standard	Includes standard VAT	3.00	3.00	0.00	0%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Other						
	Memorial Bench - Standard	Donation- per bench - including installation and surfacing (plaque provided by client)	Outside Scope	Variable	Variable	x	x
	Memorial Bench - Heavy duty	donation- per bench - including installation and surfacing (plaque provided by client)	Outside Scope	Variable	Variable	x	x
	Mobility Scooter hire - Up to 2 hours	Charge per hour	20% UNLESS *	4.00	5.00	1.00	25%
	Mobility Scooter hire - Season ticket	Buys 12 months use at park	20% UNLESS *	30.00	30.00	0.00	0%
			* UNLESS				
			You would need to keep evidence of zero rating (photo-copy of certificate).				
LIBRARIES	Room Hire (Non Private Space)						
	Not for profit - per hour		Includes standard VAT	7.00	7.00	0.00	0%
	Room Hire / Pod Hire (Private Space)						
	Not for profit - per hour		Includes standard VAT	10.50	10.50	0.00	0%
	Standard charge for caretaker/staff - per hour		Includes standard VAT	35.00	35.00	0.00	0%
	Non Commercial & Commercial - per hour		Includes standard VAT	16.50	16.50	0.00	0%
	Standard charge for caretaker/staff - per hour		Includes standard VAT	35.00	35.00	0.00	0%
	<u>Carnegie Room - Central Library</u>						
	Not for profit - per hour		Includes standard VAT	16.50	16.50	0.00	0%
	Standard charge for caretaker/staff - per hour		Includes standard VAT	35.00	35.00	0.00	0%
	Commercial - per hour		Includes standard VAT	18.00	18.00	0.00	0%
	Standard charge for caretaker/staff - per hour		Includes standard VAT	35.00	35.00	0.00	0%
	Light refreshments & catering equipment	Available on request, variable prices	Includes standard VAT	On Request	on request	x	x
	Computer Suite Hire						
	Brixworth, Daventry Northamptonshire Central & Wellingborough Per Computer		Includes standard VAT	3.00	3.00	0.00	0%
	Not for profit room hire per hour		Includes standard VAT	7.00	7.00	0.00	0%
	Commercial room hire per hour		Includes standard VAT	13.00	13.00	0.00	0%
	Standard charge for caretaker/staff - per hour		Includes standard VAT	30.00	30.00	0.00	0%
	Exhibition Space Hire						
	20% of sales + VAT		Includes standard VAT	40.00	40.00	0.00	0%
	Minimum charge + VAT		Includes standard VAT	10.00	10.00	0.00	0%
	Daily Exhibition charge						
	Company House Prints						
	Plus postage & packaging		Zero rated	2.00	2.00	0.00	0%
	Printouts charged separately						
	Kompass						
	Printouts - per page		Zero rated	0.30	0.30	0.00	0%
	Download of company information per company		Zero rated	0.10	0.10	0.00	0%
	Handling Fee (if enquirer not present)		Includes standard VAT	4.00	4.00	0.00	0%
	Computer Hire (Free on Fridays)						
	Per hour		Includes standard VAT	3.00	3.00	0.00	0%
	Minimum charge for 20 minutes		Includes standard VAT	1.00	1.00	0.00	0%
	Laminating						
	A4 and smaller – per sheet		Includes standard VAT	1.50	1.50	0.00	0%
	A3 – per sheet		Includes standard VAT	3.00	3.00	0.00	0%
	Photocopying						
	<u>Black & White</u>						
	A4 – per sheet		Includes Standard VAT	0.20	0.20	0.00	0%
	Minimum 50 copies from one original sheet		Includes Standard VAT	0.10	0.10	0.00	0%
	A3 – per sheet		Includes Standard VAT	0.30	0.30	0.00	0%
	Minimum 50 copies from one original sheet		Includes Standard VAT	0.15	0.15	0.00	0%
	<u>Colour</u>						
	A4 – per sheet		Includes Standard VAT	0.50	0.50	0.00	0%
	Minimum 50 copies from one original sheet		Includes Standard VAT	0.30	0.30	0.00	0%
	A3 – per sheet		Includes Standard VAT	1.00	1.00	0.00	0%
	Minimum 50 copies from one original sheet		Includes Standard VAT	0.75	0.75	0.00	0%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Printing <u>Black and White</u> A4 – per sheet A3 – per sheet <u>Colour</u> A4 – per sheet A3 – per sheet		Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	0.20 0.30 0.50 1.00	0.20 0.30 0.50 1.00	0.00 0.00 0.00 0.00	0% 0% 0% 0%
	Faxing <u>UK, Ireland, Europe, USA, Canada</u> First Page Subsequent Page <u>Rest of the World</u> First Page Subsequent Page <u>Fax receipt at Libraries</u> First Page Subsequent Page		Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	1.80 0.70 2.40 1.30 1.00 0.05	1.80 0.70 2.40 1.30 1.00 0.05	0.00 0.00 0.00 0.00 0.00 0.00	0% 0% 0% 0% 0% 0%
	Searching and printing Maps - A4 sheet Patent and Trademark Searching		Includes Standard VAT Includes Standard VAT	7.00 70.00	7.00 70.00	0.00 0.00	0% 0%
	Scanning and Printing from Local Studies photographs Basic Higher quality on request		Includes Standard VAT	10.00	10.00	0.00	0%
	Permission Fee for photo's etc. For commercial Other by negotiation		Includes Standard VAT	50.00	50.00	0.00	0.0%
	Local and Family History Research Fee Up to 1hr plus cost of printing		Includes Standard VAT	20.00	20.00	0.00	0%
	Fees for copying resources where research is not required Handling Fee plus cost of copies/prints and postage		Includes Standard VAT	5.00	5.00	0.00	0%
	Group/school visits to Discover Fees on request		Includes Standard VAT	On Request	On Request	x	x
	Talks Per hour plus travelling costs		Includes Standard VAT	35.00	35.00	0.00	0%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Items for Sale – Withdrawn Stock and Donations						
	<u>Adult Books – per book or individually priced</u>						
	Hard back Non Fiction/Information		Zero Rated	1.55	1.55	0.00	0%
	Paperback Non Fiction/Information		Zero Rated	0.50	0.50	0.00	0%
	Hardback Fiction/novels		Zero Rated	0.50	0.50	0.00	0%
	Paperback Fiction/novels		Zero Rated	0.25	0.25	0.00	0%
	<u>Childrens Books – per book or individually priced</u>						
	Hard back Non Fiction/Information		Zero Rated	0.50	0.50	0.00	0%
	Hardback Fiction/novels		Zero Rated	0.40	0.40	0.00	0%
	Paperbacks		Zero Rated	0.25	0.25	0.00	0%
	Picture Books		Zero Rated	0.50	0.50	0.00	0%
	<u>Multimedia</u>						
	Audiobooks on tape		Zero Rated	1.50	1.50	0.00	0%
	Audiobooks on CD		Zero Rated	5.00	5.00	0.00	0%
	CDs – single disc		Zero Rated	1.50	1.50	0.00	0%
	CDs – each additional disc in sets		Zero Rated	0.75	0.75	0.00	0%
	DVDs		Zero Rated	2.00	2.00	0.00	0%
	Lost or damaged stock items						
	Membership cards		Includes standard VAT	2.50	2.50	0.00	0%
	Replacing lost damaged stock handling fee		Includes standard VAT	5.00	5.00	0.00	0%
	Replacing lost damaged stock						
	Adult Non Fiction Hardback		Zero Rated	16.67	16.67	0.00	0%
	Adult Non Fiction Paperback		Zero Rated	12.25	12.25	0.00	0%
	Adult Fiction Hardback		Zero Rated	14.06	14.06	0.00	0%
	Adult Fiction Paperback		Zero Rated	9.99	9.99	0.00	0%
	Graphic novel		Zero Rated	12.99	12.99	0.00	0%
	Child Non Fiction Hardback		Zero Rated	12.73	12.73	0.00	0%
	Child Non Fiction Paperback		Zero Rated	10.07	10.07	0.00	0%
	Child Fiction Hardback		Zero Rated	11.44	11.44	0.00	0%
	Child Fiction Paperback		Zero Rated	9.88	9.88	0.00	0%
	Young Adult Non Fiction Hardback		Zero Rated	13.97	13.97	0.00	0%
	Young Adult Non Fiction Paperback		Zero Rated	11.07	11.07	0.00	0%
	Young Adult Fiction Hardback		Zero Rated	12.74	12.74	0.00	0%
	Young Adult Fiction Paperback		Zero Rated	10.38	10.38	0.00	0%
	Giant picture book		Zero Rated	16.31	16.31	0.00	0%
	Large Print Adult Non Fiction Hardback		Zero Rated	23.76	23.76	0.00	0%
	Large Print Adult Non Fiction Paperback		Zero Rated	19.17	19.17	0.00	0%
	Large Print Adult Fiction Hardback		Zero Rated	22.26	22.26	0.00	0%
	Large Print Adult Fiction Paperback		Zero Rated	15.83	15.83	0.00	0%
	<u>Audio Books</u>						
	Individual tapes		Zero Rated	5.50	5.50	0.00	0%
	Individual CDs		Zero Rated	10.50	10.50	0.00	0%
	Playaway audio book and player combined		Zero Rated	50.00	50.00	0.00	0%
	<u>Sets</u>						
	Single CD		Zero Rated	13.80	13.80	0.00	0%
	Set of CDs		Zero Rated	15.78	15.78	0.00	0%
	<u>Language Course</u>						
	CD single		Zero Rated	29.30	29.30	0.00	0%
	Multi CD		Zero Rated	28.59	28.59	0.00	0%
	Single DVD		Zero Rated	19.50	19.50	0.00	0%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Late Return Charges						
	<u>Static Library</u>						
	Adults – per day		Includes standard VAT	0.35	0.35	0.00	0%
	Maximum		Includes standard VAT	7.35	7.35	0.00	0%
	5 – 15's – per day		Includes standard VAT	0.05	0.05	0.00	0%
	Maximum		Includes standard VAT	2.10	2.10	0.00	0%
	Under 5's			No Charge	No Charge		
	<u>Mobile Library</u>						
	Adults – per visit missed		Includes standard VAT	0.60	0.60	0.00	0%
	Maximum		Includes standard VAT	7.20	7.20	0.00	0%
	5 – 15's – per visit missed		Includes standard VAT	0.15	0.15	0.00	0%
	Maximum		Includes standard VAT	1.80	1.80	0.00	0%
	Under 5's			No Charge	No Charge		
	<u>Audio Books(Tape/CD)</u>						
	Adult		Includes standard VAT	1.80	1.80	0.00	0%
	Child		Includes standard VAT	0.80	0.80	0.00	0%
	CDs - includes sets		Includes standard VAT	1.00	1.00	0.00	0%
	Maximum		Includes standard VAT	10.00	10.00	0.00	0%
	<u>DVD's</u>						
	1 week loans		Includes standard VAT	2.50	2.50	0.00	0%
	Maximum		Includes standard VAT	25.00	25.00	0.00	0%
	3+ discs		Includes standard VAT	4.00	4.00	0.00	0%
	Maximum		Includes standard VAT	40.00	40.00	0.00	0%
	Children's Non Feature		Includes standard VAT	1.50	1.50	0.00	0%
	Maximum		Includes standard VAT	15.00	15.00	0.00	0%
	Language course (single)		Includes standard VAT	1.50	1.50	0.00	0%
	Maximum		Includes standard VAT	15.00	15.00	0.00	0%
	Language course (multi-part)		Includes standard VAT	3.50	3.50	0.00	0%
	Maximum		Includes standard VAT	35.00	35.00	0.00	0%
	Reservation Charges						
	Stock – per item (Northamptonshire)		Includes standard VAT	1.30	1.30	0.00	0%
	British Library other Library		Includes standard VAT	10.17	10.17	0.00	0%
	Stock and Hire Charges						
	<u>Audio Books on CD and tape</u>						
	Adults – per item		Includes standard VAT	1.50	1.50	0.00	0%
	Children – per item		Includes standard VAT	0.60	0.60	0.00	0%
	<u>Drama Sets</u>						
	3 week hire		Includes standard VAT	4.50	4.50	0.00	0%
	<u>DVDs</u>						
	Single DVDs - per item for 1 week		Includes standard VAT	2.00	2.00	0.00	0%
	Sets of 3 discs or more - per set for 2 weeks		Includes standard VAT	3.50	3.50	0.00	0%
	Children's non-feature DVDs - per item		Includes standard VAT	1.50	1.50	0.00	0%
	<u>Language Courses</u>						
	Single DVDs – per item		Includes standard VAT	1.50	1.50	0.00	0%
	Multi part – per item		Includes standard VAT	3.50	3.50	0.00	0%
	Music CDs (include sets) – per item		Includes standard VAT	1.00	1.00	0.00	0%
	<u>Storage Sacks</u>						
	Loan of Storage Sacks - charge for 3 weeks		Includes standard VAT	2.50	2.50	x	x
	<u>Music score sets – up to 50 copies</u>						
	Maximum of 10 sets per year of up to 50 copies per set		Zero Rated	220.00	220.00	0.00	0%
	Up to 50 additional copies		Zero Rated	20.00	20.00	0.00	0%
	Individual charge (flat charge for any number of copies)		Zero Rated	35.00	35.00	0.00	0%
	Up to 50 additional copies		Zero Rated	20.00	20.00	0.00	0%
	Late return charge for a 3 week re-hire period (or part of) - per set		Includes standard VAT	10.00	10.00	0.00	0%
	Passport Services						
	European Passport Return Service		Includes standard VAT	15.00	15.00	x	x

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
REGISTRATION SERVICE	Marriage or Civil Partnership Legal Formalities Notice of Marriage/Civil Partnership		Out of Scope	35.00	35.00	0.00	0%
	Notice of Marriage/Civil Partnership appointment booking fee (per person and subject to terms and conditions)		Out of Scope	35.00	35.00	0.00	0%
	Appointment fee between 17:00 and 20:00 weekdays or between 09:00 16:30 on Saturday depending on availability. This is for an up to 30 minute appointment only, the statutory fee also applies and subject to availability. Ts and Cs apply	Full fee at time of booking	Out of Scope	50.00	50.00	0.00	0%
	Appointment fee between 17:00 and 20:00 weekdays or between 09:00 16:30 on Saturday depending on availability. This is for an up to 60 minute appointment only, the statutory fee also applies and subject to availability. Ts and Cs apply	Full fee at time of booking	Out of Scope	60.00	60.00	0.00	0%
	Copy Certificates Copy of Certificate at time of Registering	Per copy	Out of Scope	4.00	4.00	0.00	0%
	Copy of Certificate open Register	Per copy	Out of Scope	7.00	7.00	0.00	0%
	Copy of Certificate closed Register	Per copy	Out of Scope	10.00	10.00	0.00	0%
	Priority Copy Cert Service	Per order	Out of Scope	21.00	22.00	1.00	5%
	Supplementary fee for Copy certificate orders placed via telephone to the Customer Service Centre - replaced with new fee, below.		Out of Scope	6.00	n/a	n/a	n/a
	Post, packaging and handling	Per order	Includes Standard VAT	2.00	2.00	0.00	0%
	Approved Venues Approved Venue Licence (incl. Religious premises for civil partnerships)	3 year licence	Out of Scope	1,500.00	1700.00	200.00	13%
	Appeal for licence refusal		Out of Scope	450.00	500.00	50.00	11%
	Addition of a room mid licence (standard fee irrespective of expiry date of approved venue licence)		Out of Scope	475.00	500.00	25.00	5%
	Health and Safety Inspection (commercial premises external open air structure when within 3 licence term) Non-refundable	Per visit	Out of Scope	35.00	50.00	15.00	43%
	Health and Safety Inspection (domestic premises). Non-refundable	Per visit	Out of Scope	35.00	50.00	15.00	43%
	<u>Civil Partnership Conversion</u> Standard conversion procedure at the Register Office (providing information and signing in one appointment)		Out of Scope	45.00	45.00	0.00	0%
	Civil Partnership Conversion ceremony Pt 1 providing information to the SR and checking of evidence		Out of Scope	27.00	27.00	0.00	0%
	Civil Partnership Conversion ceremony Pt 2 A ceremony at either a Registration Service venue or an approved venue - See ceremony fees below		Out of Scope			x	x
			Various				
	Note: A deposit for any ceremony taken at the time of booking. The deposit is set at £100.00 (extracted from overall ceremony fee) * Fee for Renewal of Vows and Naming ceremonies below excludes VAT at the prevailing rate						
	Marriage, Civil Partnership, Renewal of Vows* or Naming ceremony* held in an Approved Venue or Registration Office Venue between 08:00 and 18:00 Ceremony held Monday to Thursday	£100 deposit	Out of Scope	385.00	395.00	10.00	3%
Ceremony held on Friday	£100 deposit	Out of Scope	435.00	475.00	40.00	9%	
Ceremony held on Saturday	£100 deposit	Out of Scope	475.00	495.00	20.00	4%	
Ceremony held on Sunday & Bank Holiday (includes special dates e.g. Valentines, Easter Sunday, Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day).	£100 deposit	Out of Scope	535.00	545.00	10.00	2%	

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Your Day Your Way (Office registration, celebration ceremony, H&S inspection, NOM/CP, planning meeting with CO) held at a venue of customer's choice between 0800: and 18:00 Ceremony held Monday to Thursday Ceremony held on Friday Ceremony held on Saturday Ceremony held on Sunday & Bank Holiday (includes special dates e.g. Valentines, Easter Sunday, Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day).		Includes Standard VAT on some elements Includes Standard VAT on some elements Includes Standard VAT on some elements Includes Standard VAT on some elements	595.00 645.00 695.00 750.00	620.00 £700.00 £730.00 £775.00	25.00 55.00 35.00 25.00	4% 9% 5% 3%
	Registration Office Wedding or Civil Partnership Registration Marriage or Civil Partnership Registration, Monday to Friday between 08:00 and 18:00 subject to Office availability (includes the first copy of the certificate)	Full fee at time of booking	Out of Scope	50.00	50.00	0.00	0%
	Non-Approved Venue Naming or Renewals of vows ceremony Fee, between 08:00 and 18:00 (does not include Health and Safety Inspection) Attendance of a Ceremony Officer to conduct ceremony Monday to Thursday Attendance of a Ceremony Officer to conduct ceremony Friday Attendance of a Ceremony Officer to conduct ceremony Saturday Attendance of a Ceremony Officer to conduct ceremony on Sunday, Bank Holiday and special dates as noted above	£100 deposit £100 deposit £100 deposit £100 deposit	Excludes Standard VAT Excludes Standard VAT Excludes Standard VAT Excludes Standard VAT	385.00 435.00 475.00 535.00	395.00 475.00 495.00 545.00	10.00 40.00 20.00 10.00	3% 9% 4% 2%
	Combined wedding or civil partnership 'celebration' ceremony (wedding or civil partnership registration followed by 'celebration' . Fee does not include Health and Safety Inspection (see above for fee) Monday to Thursday Friday Saturday Sunday, Bank Holiday and special dates as noted above (limited building opening)	£100 deposit £100 deposit £100 deposit £100 deposit	Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	435.00 485.00 525.00 585.00	445.00 525.00 545.00 595.00	10.00 40.00 20.00 10.00	2% 8% 4% 2%
	Combined wedding or civil partnership including a naming ceremony Monday to Thursday Friday Saturday Sunday, Bank Holiday and special dates as noted above (limited building opening)	£100 deposit £100 deposit £100 deposit £100 deposit	Standard or mix Standard or mix Standard or mix Standard or mix	485.00 535.00 575.00 635.00	495.00 575.00 595.00 645.00	10.00 40.00 20.00 10.00	2% 7% 3% 2%
	Combined Renewal of vows and Naming ceremony Monday to Thursday Friday Saturday Sunday, Bank Holiday and special dates as noted above	£100 deposit £100 deposit £100 deposit £100 deposit	Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	485.00 535.00 575.00 635.00	495.00 575.00 595.00 645.00	10.00 40.00 20.00 10.00	2% 7% 3% 2%
	Ceremonies starting after 18:00 (ceremony fee plus hour rate below) Ceremony between 18:00 and 19:00 Ceremony between 19:00 and 20:00 Ceremony between 20:00 and 22:00 Ceremony between 22:00 and 00:00		Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	25.00 35.00 55.00 105.00	25.00 35.00 55.00 105.00	0.00 0.00 0.00 0.00	0% 0% 0% 0%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Summer premium (all ceremony types) Additional fee for Fridays and Saturdays from 1st June to 30th September.		Includes Standard VAT	n/a	30.00	n/a	n/a
	Ceremony planning meeting Planning meeting at Registration Service office (per meeting)		Includes Standard VAT	40.00	40.00	0.00	0%
	Nationality Checking Service (Type of application) Adult (18 or over) Couple (married or in civil partnership) Family (2 adults and up to 2 children under 18) Single Parent (and up to 2 Children under 18) Additional children on parents application Child under the age of 18 who applies separately from their parents. Joint Citizenship and Passport application (at the time of NCS appt, additional fee per person).	£20 deposit £20 deposit £20 deposit £20 deposit £20 deposit £20 deposit	Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	90.00 110.00 150.00 100.00 50.00 60.00 10.00	100.00 120.00 160.00 110.00 60.00 70.00 10.00	10.00 10.00 10.00 10.00 10.00 10.00 0.00	11% 9% 7% 10% 20% 17% 0%
	Personal Citizenship Ceremonies (full fee collected at time of booking) Personal Citizenship Ceremony (per adult taking part in the event, children under 18 free)	£20 deposit	Includes Standard VAT	150.00	160.00	10.00	7%
	Other Fees						
	Cancelation Charges (Period of notice relative to the ceremony with refund applied to deposit) Over 6 months before the date of the ceremony Between 6 months and 3 months Between 3 months and 8 weeks Less than 8 weeks		Out of Scope Out of Scope Out of Scope Out of Scope	100% 75% 50% 0%	100% 75% 50% 0%		
	Change of date/time/venue to existing booking Change of date/time/venue to existing booking		Includes Standard VAT	30.00	30.00	0.00	0%
	Commemorative Certificate Commemorative certificate		Includes Standard VAT	20.00	20.00	0.00	0%
	Application to reduce waiting period Fee for service's time administering a customer's application to the regulator to reduce the waiting period after notice of marriage or civil partnership, in addition to the statutory fee payable by the customer. - Replaced by new statutory fee below.		Includes Standard VAT	35.00	0.00	n/a	n/a
	Statutory fee for consideration of a reduction of the 28 day notice period to marry or form a civil partnership, per person			n/a	60.00	n/a	n/a
	Statutory fee for consideration of a divorce or CP dissolution obtained outside the British Isles, per person * by the Superintendent Registrar * by the General Register Office			n/a n/a	50.00 75.00	n/a n/a	n/a n/a
	Statutory fee for consideration of an application to correct an entry in a register * by the Superintendent Registrar * by the General Register Office			n/a n/a	75.00 90.00	n/a n/a	n/a n/a
	Statutory fee for an application to add a forename within 12 months of registration			n/a	40.00	n/a	n/a

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Fee to complete a transaction on the phone via the Customer Service Centre when it is available online.			n/a	6.00	n/a	n/a
	Passports for newly-weds and civil partners (PD2), per passport Administration fee for Superintendent Registrar to complete Part 1 of form PD2.		Out of Scope	35.00	35.00	0.00	0%
	Advertising space on Yourdaynorthants.com Gold Advert 12 months Gold Advert 6 months Gold Advert 3 months Silver Advert 12 months Silver Advert 6 months Silver Advert 3 months	Payment at time of submitting advert Payment at time of submitting advert Payment at time of submitting advert Payment at time of submitting advert Payment at time of submitting advert Payment at time of submitting advert	Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	520.00 350.00 260.00 270.00 180.00 140.00	520.00 350.00 260.00 270.00 180.00 140.00	0.00 0.00 0.00 0.00 0.00 0.00	0% 0% 0% 0% 0% 0%
EVERDON OUTDOOR LEARNING CENTRE	Residential Young People High Season 5 Day Visit - per person 2 Nights 1 Night <u>Low Season</u> 5 Day Visit - per person 2 Nights 1 Night		Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	219.00 119.00 60.00 179.00 99.00 49.00	219.00 119.00 60.00 179.00 99.00 49.00	0.00 0.00 0.00 0.00 0.00 0.00	0% 0% 0% 0% 0% 0%
	Activity Days School age per child Pre-Schools per child - full day Pre-School age per child - half day - no mini bus Forest School Courses 6 week half day per child - with mini bus Forest School Courses 6 week half day per child - without mini bus		Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	10.00 10.00 6.00 8.00 6.00	10.00 10.00 6.00 9.00 6.50	0.00 0.00 0.00 1.00 0.50	0% 0% 0% 13% 8%
	Forest School Leaders Courses Adult Courses over 2 weeks per year plus Observation Days - per person Forest school assistants course		Includes Standard VAT Includes Standard VAT	850.00 300.00	875.00 320.00	25.00 20.00	3% 0.07
	Professional Development Great Outdoors - 3 hour Introduction to Forest Schools - 2 hour Creative Crafts - 2 hour Science in the Outdoors - day Maths in the Outdoors - day Literacy in the Outdoors - day Twilight Session INSET training (on school site)		Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	x 20.00 20.00 60.00 60.00 60.00 25.00 295.00	NA 30.00 20.00 60.00 60.00 60.00 25.00 295.00	NA 10.00 0.00 0.00 0.00 0.00 0.00 0.00	NA 50% 0% 0% 0% 0% 0% 0.00

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Bunkhouse Accommodation						
	Per Night - per person		Includes Standard VAT	15.00	20.00	5.00	33%
	Hall Hire						
	Full Day		Includes Standard VAT	135.00	135.00	0.00	0%
	Half Day		Includes Standard VAT	90.00	90.00	0.00	0%
	Ranger Outreach - Early Years & Forest Schools						
	<u>Half a day - September - February half term - inclusive</u>						
	1 session		Includes Standard VAT	85.00	85.00	0.00	0%
	<u>Half a day - February half term - August - inclusive</u>						
	1 session		Includes Standard VAT	100.00	100.00	0.00	0%
	Day Visits & Outreach Work With Schools & Academies						
	<u>Ranger For A Day</u>						
	1 session		Includes Standard VAT	195.00	195.00	0.00	0%
	<u>Ranger For Half A Day</u>						
	1 session		Includes Standard VAT	99.00	99.00	0.00	0%
	Travel charged @ .45p/mile		Includes Standard VAT	0.45	0.45	0.00	0.00
	Holiday Activity Days						
	Dinky Discoverers		Includes Standard VAT	6.00	6.00	0.00	0%
	Minibus Training						
	Standard Midas		Includes Standard VAT	149.00	169.00	20.00	13%
	Accessible Midas		Includes Standard VAT	169.00	189.00	20.00	12%
	Refresher		Includes Standard VAT	90.00	99.00	9.00	10%
	Accessible Midas - refresher		Includes Standard VAT	99.00	119.00	20.00	20%
GRENDON OUTDOOR LEARNING CENTRE	Residentials						
	<u>High Season</u>						
	1 Night - Programmed		Includes Standard VAT	69.00	72.95	3.95	6%
	2 Nights - Programmed		Includes Standard VAT	129.00	134.95	5.95	5%
	Self Programmed - per person, per night		Includes Standard VAT	37.50	39.95	2.45	7%
	<u>Low Season</u>						
	1 Night - Programmed		Includes Standard VAT	59.00	59.00	0.00	0%
	2 Nights - Programmed		Includes Standard VAT	99.00	99.00	0.00	0%
	Self Programmed - per person, per night		Includes Standard VAT	37.50	37.50	0.00	0%
	<u>Additions</u>						
	Cooked evening meal		Includes Standard VAT	9.00	9.95	0.95	11%
	Cooked Breakfast		Includes Standard VAT	5.50	5.95	0.45	8%
	Packed Lunch		Includes Standard VAT	5.00	5.45	0.45	9%
	Training/Meeting Room Hire						
	<u>Half Day</u>						
	Willow Suite		Includes Standard VAT	35.00	45.00	10.00	29%
	Sycamore Room		Includes Standard VAT	35.00	35.00	0.00	0%
	Sanchos Room		Includes Standard VAT	35.00	35.00	0.00	0%
	Marlow Hall		Includes Standard VAT	90.00	90.00	0.00	0%
	Main House		Includes Standard VAT	90.00	90.00	0.00	0%
	<u>Full Day</u>						
	Willow Suite		Includes Standard VAT	60.00	80.00	20.00	33%
	Sycamore Room		Includes Standard VAT	60.00	60.00	0.00	0%
	Sanchos Room		Includes Standard VAT	60.00	60.00	0.00	0%
	Marlow Hall		Includes Standard VAT	135.00	150.00	15.00	11%
	Main House		Includes Standard VAT	135.00	150.00	15.00	11%
	<u>Additional Extras</u>						
	Tea & Coffee - Half Day		Includes Standard VAT	1.95	1.95	0.00	0%
	Tea & Coffee - Full Day		Includes Standard VAT	3.90	3.90	0.00	0%
	Buffet Lunch - per person		Includes Standard VAT	7.95	7.95	0.00	0%
	2-course hot buffet/cooked lunch - per person		Includes Standard VAT	11.95	12.95	1.00	8%
	Activity Session						
	3 Hrs per person		Includes Standard VAT	14.50	14.95	0.45	3%
	DofE Camping - per person per night		Includes Standard VAT	3.00	4.00	1.00	33%
	Camping - per person per night		Includes Standard VAT	5.00	6.00	1.00	20%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Instructor Outreach						
	<u>Instructor For a Day</u> 1 session		Includes Standard VAT	189.00	189.00	0.00	0%
	<u>Instructor for Half a Day</u> 1 session		Includes Standard VAT	99.00	99.00	0.00	0%
	Holiday Activity Days - ages 6+ Day - Per Child		Includes Standard VAT	20.00	40.00	20.00	100%
	Birthday Parties Half Day per person - Including party buffet		Includes Standard VAT	19.50	20.95	1.45	7%
	Minibus Training						
	Standard Midas		Includes Standard VAT	149.00	169	20.00	13%
	Accessible Midas		Includes Standard VAT	169.00	189	20.00	12%
	Refresher		Includes Standard VAT	90.00	99	9.00	10%
	Accessible Midas - refresher		Includes Standard VAT	99.00	119	20.00	20%
	Duke of Edinburgh's Award						
	Introduction to DofE		Exempt	50.00	50.00	0.00	0%
	Expedition Supervisor		Exempt	50.00	50.00	0.00	0%
	Expedition Assessor		Exempt	50.00	50.00	0.00	0%
	DofE Courses						
	Intoduction to DofE - per person		Exempt	50.00	50.00	0.00	0%
	Expedition Supervisor		Exempt	50.00	50.00	0.00	0%
	Expedition Assessor		Exempt	50.00	50.00	0.00	0%
	Educational Visits						
	Educational Visits SLA - per pupil on roll (<150)		Includes Standard VAT	2.15	2.15	0.00	0%
	Educational Visits SLA - per pupil on roll (150-2,000)			2.15	2.00	-0.15	-7%
	Educational Visits SLA - per pupil on roll (2,000+)			2.15	1.90	-0.25	-12%
	Educational Visits SLA - (Multi-Academy Trust)per pupil on roll (2,000+)			2.15	1.90	-0.25	-12%
	EVC Training		Includes Standard VAT	95.00	99.00	4.00	4%
	On site visit leader training - full day		Includes Standard VAT	600.00	600.00	0.00	0%
	On site visits leader training - twilight		Includes Standard VAT	750.00	750.00	0.00	0%
	Visit Leader Training - Per Person		Includes Standard VAT	95.00	99.00	4.00	4%
LONGTOWN OUTDOOR LEARNING CENTRE	Residentials						
	<u>High Season (March to October)</u>						
	4 Nights - Programmed		Includes Standard VAT	299.00	305.00	6.00	2%
	3 Nights - Programmed		Includes Standard VAT	239.00	244.00	5.00	2%
	2 Nights - Programmed		Includes Standard VAT	179.00	183.00	4.00	2%
	Weekend Package		Includes Standard VAT	159.00	162.00	3.00	2%
	<u>Low Season (November to February)</u>						
	4 Nights - Programmed		Includes Standard VAT	219.00	223.00	4.00	2%
	3 Nights - Programmed		Includes Standard VAT	179.00	183.00	4.00	2%
	2 Nights - Programmed		Includes Standard VAT	129.00	132.00	3.00	2%
	Weekend Package		Includes Standard VAT	119.00	121.00	2.00	2%
	Day Bookings Schools (Off site)		Includes Standard VAT	25.00	25.00	0.00	0%
	Day Bookings Schools (On site)		Includes Standard VAT	22.00	22.00	0.00	0%
	School Holiday Activity Days		Includes Standard VAT	25.00	25.00	0.00	0%
	<u>Additional Extras</u>						
	Self Catering Accommodation: Economy standard, Maximum 20 people (excludes en suite rooms) Price for 2 nights		Includes Standard VAT	450.00	450.00	0.00	0%
	Self Catering Accommodation: Premium standard, Maximum 35 people (includes ensuite rooms) Price for 2 nights		Includes Standard VAT	800.00	800.00	0.00	0%
	Self Catering Accommodation: Economy standard per person, Minimum 8 people (excludes en suite rooms)		Includes Standard VAT	20.40	22.00	1.60	8%
	Self Catering Accommodation: Premium standard per person, Minimum 8 people (includes en suite rooms)		Includes Standard VAT	25.00	25.00	0.00	0%

Fees and Charges schedule 2018-19 - PLACE

Consumer Price Index 2.7% as at December 2017

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
TRADING STANDARDS	Business advice provided under a Primary Authority partnership - hourly rate		Exempt	63.80	66.35	2.55	4.0%
	Business advice outside of Primary Authority - hourly rate		Standard	63.80	66.35	2.55	4.0%
	Environmental Searches		Exempt	89.54	93.13	3.58	4.0%
	Performing Animals Fee for registration to exhibit or train animals under the Performing Animals (Regulations) Act 1925		Exempt	33.58	34.92	1.34	4.0%
	Special Weighing & Measuring Equipment (Category A) Equipment not covered by B to F below - per hour (minimum charge 15 minutes) Plus support officer hourly rate (where relevant) - per hour (minimum charge 15 minutes)		Exempt	63.80	66.35	2.55	4.0%
			Exempt	39.18	40.74	1.57	4.0%
	Weights (Category B) Trade weight verification up to 25kg		Standard	10.63	11.05	0.43	4.0%
	Bulk Fuel Systems (Above 100 litres) - (Category C) Wet Hose Meter Systems (2 fuels) Dry Hose Meter Systems (2 fuels) Regulation 65 or 66 occurrence functional tests - per category A Dipstick - Initial Dipstick - Spare Dipstick - Replacement (including examination of compartment)		Standard	240.66	250.29	9.63	4.0%
			Standard	291.00	302.64	11.64	4.0%
			Standard	See Category A			
			Standard	22.38	23.27	0.90	4.0%
			Standard	22.38	23.27	0.90	4.0%
	Non-Automatic Weighing Scales - (Category D) Not exceeding 100kg: NAWM UK verification Not exceeding 100kg: NAWI EC verification Not exceeding 1 tonne: NAWM UK verification Not exceeding 1 tonne: NAWI EC verification Exceeding 1 tonne to 10 tonne: NAWM UK verification Exceeding 1 tonne to 10 tonne: NAWI EC verification Exceeding 10 tonne: NAWM UK verification Exceeding 10 tonne: NAWI EC verification Additional charge for testing weighing scales which incorporate price-computing, printing, multi-range, or remote facilities Discounts per weighing scale bought into our Wootton Hall Park office for verification. Discounts per weighing scale for second & subsequent weighing scales tested on site on the same occasion Discount per weighing scale over 1 tonne capacity when submitted provides assistance in testing		Standard	53.73	55.88	2.15	4.0%
			Standard	69.39	72.17	2.78	4.0%
			Standard	79.47	82.65	3.18	4.0%
			Standard	111.24	115.69	4.45	4.0%
			Standard	109.69	114.07	4.39	4.0%
		Standard	161.17	167.62	6.45	4.0%	
		Standard	238.39	247.93	9.54	4.0%	
		Standard	280.94	292.18	11.24	4.0%	
		Standard	5.60	5.82	0.22	4.0%	
		Exempt	-16.39	-17.05	-0.66	4.0%	
		Exempt	-16.39	-17.05	-0.66	4.0%	
	Exempt	-46.96	-48.84	-1.88	4.0%		

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Automatic Weighing Machines - Automatic Catchweighers (Category E) Not exceeding 10kg: UK verification & EC verification Not exceeding 10kg: MID EC initial verification Not exceeding 100kg: UK verification & EC verification Not exceeding 100kg: MID EC initial verification Exceeding 100kg: UK verification & EC verification - as per section A Exceeding 100kg: MID EC initial verification - as per section A		Standard Standard Standard Standard Standard Standard	63.80 85.06 127.60 175.73 See Category A See Category A	66.35 88.47 132.71 182.76	2.55 3.40 5.10 7.03	4.0% 4.0% 4.0% 4.0%
	Automatic Gravimetric Filling Instruments (Category E) Not exceeding 60kg: UK verification & EC re-verification Not exceeding 60kg: MID EC initial verification Exceeding 60kg: UK verification & EC re-verification - as per section A Exceeding 60kg: MID EC initial verification - as per section A		Standard Standard Standard Standard	212.66 238.39 See Category A See Category A	221.16 247.93	8.51 9.54	4.0% 4.0%
	Measuring Instruments for Liquid Fuel and Lubricants - (Category F) First nozzle tested per site: UK verification & MID EC re-verification First nozzle tested per site: MID EC Initial verification Each additional nozzle tested that site: UK verification & MID EC re-verification Each additional nozzle tested that site: MID EC Initial verification Testing of ancillary electronic equipment or other additional testing on site - as per category A		Standard Standard Standard Standard Standard	125.35 139.91 60.44 67.16 See Category A	130.36 145.51 62.86 69.84	5.01 5.60 2.42 2.69	4.0% 4.0% 4.0% 4.0%
	Statements of Test - (Category G) Statements of Test (OP 11.2)- as per category A		Standard	See Category A			
	Weight Hire - (Category H) Single day per tonne or part tonne Second and subsequent days Other equipment - rate negotiated with the approval of the Section manager		Standard Standard	49.24 24.63	51.21 25.62	1.97 0.99	4.0% 4.0%
	Metrology Laboratory Pricing Schedule Calibration of Weights & Poles - (Category I) Up to 25kg: 1st 3 weights Up to 25kg: 4 - 10 weights Up to 25kg: 2nd and subsequent 10 weights Up to 25kg: certificate Above 25kg: 1st 3 weights Above 25kg: 2nd and subsequent 3 weights Certificate Adjustment/Cleaning where necessary per weight Accuracy test for Motor cycle brake testers & other non-automatic weighing scales equal or less than 200kg Certificate Where the above charges are inappropriate, charges shall be levied as per category A, with a charge of £21.27 for a Certificate.		Standard Standard Standard Standard Standard Standard Standard Standard Standard Standard Standard Standard Standard Standard Standard Standard Standard Standard Standard	29.10 42.54 32.46 21.27 42.54 32.46 21.27 6.71 21.27 21.27 See Category A	30.26 44.24 33.76 22.12 44.24 33.76 22.12 6.98 22.12 22.12	1.16 1.70 1.30 0.85 1.70 1.30 0.85 0.27 0.85 0.85	4.0% 4.0% 4.0% 4.0% 4.0% 4.0% 4.0% 4.0% 4.0% 4.0%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
HIGHWAYS & TRAFFIC MANAGEMENT	Reports						
	Collision data reports - 3 years data		Standard	125.00	130.00	5.00	4%
	Collision data reports - 5 years data		Standard	205.00	215.00	10.00	5%
	Section 50 NRSWA 1991 – Private Apparatus		Exempt	575.00	600.00	25.00	4%
	<u>Section 115(E) Highways Act 1980 – Use of objects on the highway</u>						
	1-4 Seats		Exempt	225.00	235.00	10.00	4%
	5-10 Seats		Exempt	270.00	280.00	10.00	4%
	11-16 Seats		Exempt	390.00	405.00	15.00	4%
	17-24 Seats		Exempt	630.00	655.00	25.00	4%
	Section 116 Highways Act 1980 – Stopping up of the highway		Exempt	4,150.00	4,325.00	175.00	4%
	<u>Section 116E Promotions</u>						
	Large - weekday		Exempt	190.00	200.00	10.00	5%
	Large - weekend		Exempt	250.00	260.00	10.00	4%
	Small - weekday		Exempt	125.00	130.00	5.00	4%
	Small - weekend		Exempt	190.00	200.00	10.00	5%
	<u>Section 139 Highways Act 1980 – Skip</u>						
	First week		Exempt	17.00	18.00	1.00	6%
	Subsequent weeks		Exempt	17.00	18.00	1.00	6%
	Pedestrian area in larger towns - per week		Exempt	110.00	115.00	5.00	5%
	Additional weekly charge for occupying on-street P&D in Northampton - per bay		Exempt				
	Extra over for unlicensed skip		Exempt	125.00	130.00	5.00	4%
	Section 142 Highways Act 1980 – Cultivation of verge		Exempt	225.00	235.00	10.00	4%
	<u>Section 169 Highways Act 1980 – Scaffold</u>						
	<5m per month		Exempt	60.00	62.50	2.50	4%
	5m-10m per month		Exempt	95.00	100.00	5.00	5%
	10m-20m per month		Exempt	125.00	130.00	5.00	4%
	plus for each additional 20m (or part of) over 20m per month		Exempt	35.00	36.50	1.50	4%
	Additional weekly charge for occupying on-street P&D in Northampton - per bay		Exempt				
	Extra over for unlicensed scaffold		Exempt	125.00	130.00	5.00	4%
	<u>Section 171 Highways Act 1980 – Deposit of building materials</u>						
	Additional weekly charge for occupying on-street P&D in Northampton - per bay		Exempt	95.00	100.00	5.00	5%
Extra over for unauthorised storage		Exempt	125.00	130.00	5.00	4%	
Section 171 Highways Act 1980 – Excavation in the highway road opening		Exempt	225.00	235.00	10.00	4%	
<u>Section 172 Highways Act 1980 – Hoarding</u>							
<5m per month		Exempt	60.00	62.50	2.50	4%	
5m-10m per month		Exempt	95.00	100.00	5.00	5%	
10m-20m per month		Exempt	125.00	130.00	5.00	4%	
plus for each additional 20m (or part of) over 20m		Exempt	35.00	36.50	1.50	4%	
Additional weekly charge for occupying on-street P&D in Northampton - per bay		Exempt					
Extra over for unlicensed hoarding		Exempt	125.00	130.00	5.00	4%	
Section 176 Highways Act 1980 - Construction of bridge over the highway		Exempt	525.00	550.00	25.00	5%	
Section 177 Highways Act 1980 – Construction of Building over highway		Exempt	525.00	550.00	25.00	5%	
Section 177 Highways Act 1980 – Over sailing of crane over the highway		Exempt	225.00	235.00	10.00	4%	

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	<u>Section 179 Highways Act 1980 – Construction of a Cellar under a street</u> Plus additional charge for Section 171		Exempt Exempt	225.00 225.00	235.00 235.00	10.00 10.00	4% 4%
	<u>Section 180 Highways Act 1980 – Control of cellar opening/lights under a street</u> Plus additional charge for Section 171		Exempt Exempt	225.00 225.00	235.00 235.00	10.00 10.00	4% 4%
	<u>Section 184 Highways Act 1980 – Vehicular access</u>		Exempt	225.00	235.00	10.00	4%
	<u>Section 1 Road Traffic Regulation Act 1984 – Permanent traffic order</u>		Exempt	3,500.00	3,650.00	150.00	4%
	<u>Section 14 Road Traffic Regulation Act 1984 – Temporary traffic order</u>		Exempt	1,750.00	1,825.00	75.00	4%
	<u>Section 14 Road Traffic Regulation Act 1984 – Temporary traffic notice</u>		Exempt	1,355.00	1,410.00	55.00	4%
	<u>Section 14 Road Traffic Regulation Act 1984 – Emergency temporary traffic notice</u>		Exempt	925.00	960.00	35.00	4%
	<u>Section 16A Road Traffic Regulation Act 1984 – Temporary traffic order for events</u>		Exempt	1,750.00	1,825.00	75.00	4%
	<u>Section 23 Road Traffic Regulation Act 1984 – Pedestrian crossing notice</u>		Exempt	1,750.00	1,825.00	75.00	4%
	<u>Section 65 Road Traffic Regulation Act 1984 – Temporary traffic signs</u> AA/RAC temporary traffic signs Temporary traffic signs - Administration fee Temporary traffic signs - Fee per sign		Exempt Exempt Exempt	FREE 120.00 25.00	FREE 125.00 26.00	x 5.00 1.00	x 4% 4%
	<u>Sections 65/66 Highways Act 1980 - Footway to Cycle Track conversion notice</u>		Exempt	1,750.00	1,825.00	75.00	4%
	<u>Section 90C Highways Act 1980 – Road hump notice</u>		Exempt	1,750.00	1,825.00	75.00	4%
	<u>Access Road Marking</u>		Standard	150.00	155.50	5.50	4%
	<u>Disabled/Access Road Marking</u> If sign requires a post		Standard Standard	175.00 125.00	185.00 130.00	10.00 5.00	6% 4%
	<u>Rights of Way - Deposit of a Statement and Map</u> Notice and A4 Map Size Notice and A3 Map Size Notice and A2 Map Size Notice and A1 Map Size Notice and A0 Map Size		Exempt Exempt Exempt Exempt Exempt	202.00 241.00 315.00 385.50 403.50	210.00 250.00 328.00 400.00 420.00	8.00 9.00 13.00 14.50 16.50	4% 4% 4% 4% 4%
	<u>Rights of Way - Submission of Declaration of an Existing Deposit</u> Notice and A4 Map Size Notice and A3 Map Size Notice and A2 Map Size Notice and A1 Map Size Notice and A0 Map Size		Exempt Exempt Exempt Exempt Exempt	168.50 175.00 182.00 252.50 270.00	175.00 182.00 190.00 262.50 280.00	6.50 7.00 8.00 10.00 10.00	4% 4% 4% 4% 4%
	<u>Rights of Way - Additional Deposit Notice</u> Per Notice and A4 Map Size Per Notice and A3 Map Size Per Notice and A2 Map Size Per Notice and A1 Map Size Per Notice and A0 Map Size		Exempt Exempt Exempt Exempt Exempt	26.50 32.50 40.00 53.50 66.50	27.50 34.00 42.00 56.00 70.00	1.00 1.50 2.00 2.50 3.50	4% 5% 5% 5% 5%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	<u>Rights of Way - Extract of the Definitive Map - Scale 1:10000</u>						
	A4 Map Size		Exempt	57.50	60.00	2.50	4%
	A3 Map Size		Exempt	75.00	78.00	3.00	4%
	A2 Map Size		Exempt	86.00	90.00	4.00	5%
	A1 Map Size		Exempt	92.00	96.00	4.00	4%
	A0 Map Size		Exempt	97.50	102.00	4.50	5%
	Additional copies:-						
	A4 Map Size		Exempt	5.75	6.00	0.25	4%
	A3 Map Size		Exempt	11.50	12.00	0.50	4%
	A2 Map Size		Exempt	17.25	18.00	0.75	4%
	A1 Map Size		Exempt	23.00	24.00	1.00	4%
	A0 Map Size		Exempt	28.75	30.00	1.25	4%
	<u>Rights of Way - Extract of the Working Copy of the Definitive Map - Scale 1:10000</u>						
	A4 Map Size		Exempt	20.50	21.50	1.00	5%
	A3 Map Size		Exempt	26.00	27.00	1.00	4%
	A2 Map Size		Exempt	31.00	32.50	1.50	5%
	A1 Map Size		Exempt	36.00	37.50	1.50	4%
	A0 Map Size		Exempt	41.00	42.50	1.50	4%
	Additional copies:-						
	A4 Map Size		Exempt	5.75	6.00	0.25	4%
	A3 Map Size		Exempt	11.50	12.00	0.50	4%
	A2 Map Size		Exempt	17.25	18.00	0.75	4%
	A1 Map Size		Exempt	23.00	24.00	1.00	4%
	A0 Map Size		Exempt	28.75	30.00	1.25	4%
	Rights of Way - Public Path Orders		Exempt	5,250.00	5,460.00	210.00	4%
	CON29 Required Enquiries						
	All CON29 Required Enquiries		Standard	23.00	24.00	1.00	4%
	<u>Individual CON29 Required Enquiries</u>						
	Q2 (a) Roads		Standard	1.00	1.05	0.05	5%
	Q2 (b) Roads		Standard	1.50	1.60	0.10	7%
	Q2 (c) Roads		Standard	1.00	1.05	0.05	5%
	Q2 (d) Roads		Standard	1.00	1.05	0.05	5%
	Q2.2/2.3/2.4 Rights of Way		Standard	5.50	5.75	0.25	5%
	Q3.1 Land required for Public purposes		Standard	1.00	1.05	0.05	5%
	Q3.2 Land to be acquired for road works		Standard	1.00	1.05	0.05	5%
	Q3.4 Nearby Road Schemes (a-l)		Standard	4.00	4.15	0.15	4%
	Q3.6 Traffic Schemes (a-l)		Standard	4.00	4.15	0.15	4%
	Q3.7 Outstanding Notices (e)		Standard	2.00	2.10	0.10	5%
	Q3.11 Compulsory Purchase		Standard	1.00	1.05	0.05	5%
	<u>CON29 Optional Enquiries</u>						
	Q4 Part 11 Road proposals by private bodies		Standard	4.00	4.15	0.15	4%
	Q22 Part 11 Registered Common Land & Town or Village Green		Standard	10.00	10.50	0.50	5%
	Additional Highway Information - coloured plan 1:1250 scale - A4		Standard	57.50	60.00	2.50	4%
	Additional Highway Information - coloured plan 1:1250 scale - A3		Standard	75.00	78.00	3.00	4%
	Additional questions (each)		Standard	11.50	12.00	0.50	4%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
BLUE BADGE	<u>Parking Permits</u>						
	Residents annual permit		Exempt	35.00	35.00	0.00	0%
	Short-term residents permit - over 6 months		Exempt	35.00	35.00	0.00	0%
	Short-term residents permit - 6 months or less		Exempt	17.50	17.50	0.00	0%
	Visitor annual permit		Exempt	35.00	35.00	0.00	0%
	Business annual permit		Exempt	350.00	350.00	0.00	0%
	Temporary permit		Exempt	35.00	35.00	0.00	0%
	Replacement permit		Exempt	7.50	7.50	0.00	0%
	Carer permit & healthcare worker permit		Exempt	10.00	10.00	0.00	0%
	Generic annual permit		Exempt	10.00	10.00	0.00	0%
	Waiver per 5m space for first day		Exempt	10.00	10.00	0.00	0%
	Waiver per 5m space for additional consecutive day		Exempt	5.00	5.00	0.00	0%
	Waiver per 5m space for full week		Exempt	25.00	25.00	0.00	0%
	Bay suspensions per 5m space for first day		Exempt	25.00	25.00	0.00	0%
	Bay suspensions per 5m space for additional consecutive day		Exempt	10.00	10.00	0.00	0%
	<u>Pay & Display Charges</u>						
	On-street P&D per hour - Northampton		Exempt	1.00	1.20	0.20	20%
Valid for 3yrs		Exempt	10.00	10.00	0.00	0%	
FIRE & RESCUE	<u>Hire/use of vehicles</u>						
	Fire appliance other than specified below (inclusive of personnel)		Includes standard VAT	680.04	680.04	0.00	0.00%
	Prime mover (inclusive of personnel)		Includes standard VAT	630.91	630.91	0.00	0.00%
	Portable pumps		Includes standard VAT	330.36	330.36	0.00	0.00%
	Ancillary vehicle		Includes standard VAT	60.60	60.60	0.00	0.00%
	<u>Community Outreach vehicle (COV)</u>						
	Half Day 4hrs		Includes standard VAT	216.00	216.00	0.00	0.00%
	Full Day 8hrs		Includes standard VAT	276.00	276.00	0.00	0.00%
	Hire of fully trained driver to transport and set up the COV for use (maximum 25 mile round trip)						
	4hrs RDS		Includes standard VAT	62.40	62.40	0.00	0.00%
	4hrs WDS		Includes standard VAT	92.40	92.40	0.00	0.00%
	8hrs RDS		Includes standard VAT	123.60	123.60	0.00	0.00%
	8hrs WDS		Includes standard VAT	186.00	186.00	0.00	0.00%
	<u>Loan of Equipment</u>						
	Delivery hose and ancillary equipment (per length, per week, part week)		Includes standard VAT	18.00	18.00	0.00	0.00%
	Delivery hose and ancillary equipment (per length per day)		Includes standard VAT	7.20	7.20	0.00	0.00%
	Charging of cylinders – per hour		Includes standard VAT	14.39	14.39	0.00	0.00%
	Recharging of cylinders – per hour		Includes standard VAT	40.04	40.04	0.00	0.00%
	Internal clean/testing of gas tight suits – Per suit including delivery		Includes standard VAT	204.24	204.24	0.00	0.00%
	<u>Testing and repair services</u>						
Hose testing – per length		Includes standard VAT	49.98	49.98	0.00	0.00%	
Hose repair – per patch		Includes standard VAT	13.38	13.38	0.00	0.00%	
Bindings couplings – per coupling		Includes standard VAT	49.98	49.98	0.00	0.00%	
Hydrant test – per hydrant		Includes standard VAT	27.18	27.18	0.00	0.00%	
Pump test including report – per pump		Includes standard VAT	179.46	179.46	0.00	0.00%	
Dry raising mains – initial test		Includes standard VAT	680.04	680.04	0.00	0.00%	
Dry raising mains – each additional installation		Includes standard VAT	482.82	482.82	0.00	0.00%	
Dry raising mains – annual retest		Includes standard VAT	428.40	428.40	0.00	0.00%	
<u>Replacement costs</u>							
Oversize drums – per drum		Includes standard VAT	197.22	197.22	0.00	0.00%	
Heavy duty salvage sheets (62051) – per sheet		Includes standard VAT	42.44	42.44	0.00	0.00%	
Light duty salvage sheets (62050) – per sheet		Includes standard VAT	10.69	10.69	0.00	0.00%	
Replacement of gas tight suit (after use at chemical incidents) – per suit including delivery		Includes standard VAT	892.26	892.26	0.00	0.00%	

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Delivery Collection or delivery of equipment, or transportation of personnel not employed on appliances or portable pumps – per mile		Includes standard VAT	1.68	1.68	0.00	0.00%
	Personnel Interview with employee (no. of hrs x rate for role) minimum charge Personnel rates Firefighter – per hr or part thereof Station Manager – per hr or part thereof Role above Station Manager – per hr or part thereof Others/manual/mechanic, etc. – per hr or part thereof Personnel – all vehicle/equipment charges are inclusive of labour (unless stated). In the event of personnel being employed on a special service of a type other than set out above, (i.e. standby for special theatre performance, etc.), cost will be levied per hour or part hour irrespective of role (the charge is based on the total crew hours rounded up to the next complete hr)		Includes standard VAT Includes standard VAT Includes standard VAT Includes standard VAT Includes standard VAT Includes standard VAT	61.30 23.40 30.30 45.72 19.80	61.30 23.40 30.30 45.72 19.80	0.00 0.00 0.00 0.00 0.00	0.00% 0.00% 0.00% 0.00% 0.00%
	Miscellaneous Copy of basic Incident Recording System (IRS) fire report (zero rated) Fire investigation short report Fire investigation full report (including extensive investigation and photographs) Court attendance – per hr or part thereof Interviews (companies, insurance companies and loss adjusting agencies – zero rated) – per hr or part thereof Effecting entry (no life or fire risk) – minimum charge Gaining access – minimum charge Light portable pumps/generators Supply of smoke detectors to commercial premises Fitting of two smoke detectors to commercial premises Lift release (no life or fire risk) – per hour for first hour, then every 15 minutes thereafter Abstraction of water from mains/open water (note: written permission must be sought prior to service being undertaken) – per hr, plus the cost of other equipment used e.g. Hose, standpipe key bar)		Exempt Includes standard VAT Includes standard VAT Includes standard VAT Includes standard VAT Includes standard VAT Includes standard VAT Includes standard VAT Includes standard VAT Includes standard VAT Includes standard VAT	97.15 412.44 538.62 58.50 259.60 262.04 177.36 29.64 7.20 108.48 340.02 680.04	97.15 412.44 538.62 58.50 259.60 262.04 177.36 29.64 7.20 108.48 340.02 680.04	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00%
ARCHIVES AND HERITAGE	Photocopying Black & White A4 per sheet A3 per sheet Colour A4 per sheet A3 per sheet	Per sheet Per sheet Per sheet Per sheet	Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	0.70 0.70 1.70 2.80	0.80 0.80 1.80 2.90	0.10 0.10 0.10 0.10	14% 14% 6% 4%
	Printing from a PC Black and White per sheet by customers Colour per sheet by customers B&W produced by staff Colour produced by staff	Per sheet Per sheet Per sheet Per sheet	Includes Standard VAT Includes Standard VAT Includes Standard VAT Includes Standard VAT	0.30 0.60 1.40 1.70	0.30 0.60 1.50 1.80	0.00 0.00 0.10 0.10	0% 0% 7% 6%
	Print out from film/fiche Printed by staff Self Service	Per sheet Per sheet	Includes Standard VAT Includes Standard VAT	1.70 0.90	1.80 1.00	0.10 0.10	6% 11%
	PDF copies of documents PDF copy (if could have been photocopied) PDF of microfiche copy		Includes Standard VAT Includes Standard VAT	0.70 1.70	0.80 1.80	0.10 0.10	14% 6%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Digital copies						
	Copies ordered onsite per scan	Per image	Includes Standard VAT	7.70	8.00	0.30	4%
	Copies ordered remotely per scan (not probate)	Per image	Includes Standard VAT	8.70	9.00	0.30	3%
	Printouts from digital image per sheet	Per CD	Includes Standard VAT	1.00	1.10	0.10	10%
	Admin & handling for electronic transfer (standard)	Per order	Includes Standard VAT	6.50	6.80	0.30	5%
	Admin & handling electronic transfer (express 1-10)		Includes Standard VAT	22.50	23.50	1.00	4%
	Admin & handling electronic transfer (express 11-20)		Includes Standard VAT	33.80	35.00	1.20	4%
	Probate ordered remotely		Includes Standard VAT	12.70		Discontinued	N/A
	Probate ordered onsite per scan		Includes Standard VAT	7.70		Discontinued	N/A
	Maps ordered remotely		Includes Standard VAT	x		Discontinued	N/A
	Consecutive pages from one volume per page		Includes Standard VAT	3.50	3.70	0.20	6%
	Maps requiring more than 1 scan, per additional scan		Includes Standard VAT	5.00	5.50	0.50	10%
	Reproduction for publication						
	Not for profit publication 1-5 images	Per image	Zero Rated	12.70	13.20	0.50	4%
	Not for profit publication 6-10 images		Zero Rated	20.00	20.80	0.80	4%
	Commercial publication	Per image	Zero Rated	By request			
	Certified copies of archival documents		Zero Rated	25.30	26.30	1.00	4%
	Minimum charge for orders by post						
	UK	Per order	Exempt	5.60	5.80	0.20	4%
	Overseas	Per order	Exempt	11.30	11.80	0.50	4%
	Research Service						
	Up to 15 minute search	Per look-up	Includes Standard VAT	x		Discontinued	N/A
	Search up to 30 minutes		Includes Standard VAT	12.90	13.40	0.50	4%
	Family history/House History – per hour	Per hour	Includes Standard VAT	31.50	32.80	1.30	4%
	Transcript of a document – (part or whole)	Per hour	Includes Standard VAT	38.30	40.00	1.70	4%
	Commercial research		Includes Standard VAT	75.00	78.00	3.00	4%
	Priority research (per request + hourly charge)		Includes Standard VAT	50.00	52.00	New	N/A
	Personal Consultation Service						
	30 minutes	Per hour	Includes Standard VAT	19.20	20.00	0.80	4%
	per hour		Includes Standard VAT	31.50	32.80	1.30	4%
	additional hour		Includes Standard VAT	29.30	30.50	1.20	4%
	Tours and presentations						
	30 min introduction tour or talk	Per presentation	Includes Standard VAT	Free		N/A	N/A
	Tour during office hours		Includes Standard VAT	82.20	85.50	3.30	4%
	Tour outside office hours		Includes Standard VAT	94.50	110.00	15.50	16%
	All presentations		Includes Standard VAT	94.50		Discontinued	N/A
	Fees for Heritage Education Services						
	Teachers packs (paper copy) plus P&P	Per session	Exempt	13.00	13.50	0.50	4%
	Teachers packs (PDF)		Exempt	4.00	4.50	0.50	13%
	CD of images (included with teachers' packs)	Per CD	Exempt	6.60	6.90	0.30	5%
	Consultation fee for heritage projects, conservation and preservation advice and cataloguing	Per hour	Includes standard VAT	38.50	40.00	1.50	4%
	Archive staff to accompany documents off site	Per session	Includes Standard VAT	38.50	40.00	1.50	4%
	Locality package		Includes Standard VAT	75.00	78.00	3.00	4%
	Commercial filming at the Record Office						
	Normal Opening hours	Per hour	Includes Standard VAT	101.30	110.00	8.70	9%
	Outside normal hours	Per hour	Includes Standard VAT	112.50	150.00	37.50	33%
	Historic Environment Record						
	Commercial searches	Per hour	Includes Standard VAT	75.00	78.00	3.00	4%
	Non commercial searches		Includes Standard VAT	31.50	32.80	1.30	4%
	Priority research (per request + hourly charge)		Includes Standard VAT	50.00	52.00	2.00	4%
	Permit to use a camera in the office						
	Per day		Includes Standard VAT	7.50	7.80	0.30	4%
	Per week		Includes Standard VAT	19.50	20.30	0.80	4%
	Per 4 weeks		Includes Standard VAT	55.50	60.00	4.50	8%

Service area	Description of charge	Additional Info	VAT rating (Standard 20%)	Existing 2017-18 Fee £	2018-19 Fee £	Increase (Decrease) £	Increase (Decrease) %
	Hire of circuit breaker to use electrical equipment Per day Per week Per 4 weeks		Includes Standard VAT Includes Standard VAT Includes Standard VAT	2.60 6.50 15.60	2.80 7.80 20.00	0.20 1.30 4.40	8% 20% 28%
	Coffee/Tea/pencils Per cup pencils		Includes Standard VAT Includes Standard VAT	0.50 0.50	0.50 0.50	0.00 0.00	0% 0%
	Room hire Commercial, per hour Non commercial, per hour Out of hours staff fee, per hour		Includes Standard VAT Includes Standard VAT Includes Standard VAT	20.00 10.00 38.00	20.80 10.40 40.00	0.80 0.40 2.00	4% 4% 5%
	Chester Farm Engagement activities and events Special events		Includes standard VAT Includes standard VAT	5.00 - 20.00 50.00 - 150.00	5.00 - 20.00 50.00 - 150.00	0.00 0.00	0.00 0.00

Price List 2018-19



Service Type	Activity	Private Sales	
<u>Specialist Dementia Services</u>			
Dementia Domiciliary Care	Per Hour	£25	
Dementia Day Care	Per Day (excl transport)	£63	
	Per Day (incl transport)	£75	
<u>Community Opportunities</u>			
LD Day Care	Standard	Per Day (excl transport)	£50
	Standard	Per Day (incl transport)	£61
	Enhanced	Per Day (excl transport)	£60
	Enhanced	Per Day (incl transport)	£71
	Intensive	Per Day (excl transport)	£125
	Intensive	Per Day (incl transport)	£136
PD Day Care	Standard	Per Day (excl transport)	£52
	Standard	Per Day (incl transport)	£64
<u>Residential Care Services</u>			
Boniface House	Weekly Charge	£750	
Evelyn Wright	Weekly Charge	£750	
Ridgway	Weekly Charge	£750	
Obelisk House	Weekly Charge	£750	

Younger Adults Domiciliary Care

Hours - Standard	£18.50
Hours - Sun / Bank Holiday	£23.50
Per Night - Sleep Ins	£45
Hours - Waking Nights	£19
Full Case Management Cost	£21.50

Da Vinci

Weekly Charge	£650
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Short Breaks

Eleanor Lodge

Weekly Charge	Needs assessed
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Pine Lodge

Weekly Charge	Needs assessed
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Holiday Breaks

Weekly Charge	Needs assessed
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SERT

One off Charges

Stand Alone Equipment Installation	£29
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Basic Life line	£4.00
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Plus Life Line	£6.25
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Social Care Response Bronze	£2.50
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Social Care Response Silver	£7.50
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Social Care Response Gold	£12.50
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SERT Rehab	£8.50
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SERT Monitoring**Youth Club**

Session Attendance Fee	£3
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