

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

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1. Building Control

Building control charges are set in accordance with The Building (Local Authority Charges) regulations 2010. For the latest building control fees for your application, please contact the building control support team on 0300 123 7027 (and select option two).

Visit: [cheshirewestandchester.gov.uk/residents/planning-and-building-control/building-regulations/building-regulations.aspx](https://www.cheshirewestandchester.gov.uk/residents/planning-and-building-control/building-regulations/building-regulations.aspx)

Supplementary Building Control Charges

| Supplementary Building Control Charges | Unit | 2018/19 £ |
|--|-------------|------------------|
| Application withdrawn prior to checking | Each | 59.00+VAT |
| Written advice not associated with current application | Each | 59.00+ VAT |
| Applications without competent person used for electrical installation (up to two inspections by a registered electrical installer engaged by council to check and certify work) | Each | 200.00 + VAT |
| Completion inspections more than 12 months since previous inspection | Each | 177.00 |
| Reproduction of completion certificates, decision notices, official written communications | Each | 59.00 + VAT |
| Demolition Section 80 Notice submitted | Each | 225.00 |

Dangerous buildings and structures

The council has the power to deal with buildings, structures or parts of buildings or structures that are considered to be dangerous. In some circumstances it may be necessary for the council to undertake the work and recover the cost under the relevant legislation.

Further information and charges can be found here:

<https://www.cheshirewestandchester.gov.uk/residents/planning-and-building-control/building-regulations/report-a-dangerous-structure/report-a-dangerous-structure.aspx>

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2. Local Plans

Prices shown are for planning consultants /agents etc.

50% discount excluding postage and packaging (P&P) for all Cheshire West and Cheshire (CWaC) residents

| Local Plan | Description | Unit | 2018/19 £ |
|---|--|------|--------------------|
| Chester Local Plan | Maps and policies | Each | £100 + £5.20 P&P |
| | Maps and policies – CWaC discount rate | Each | £50 + £5.20 P&P |
| | Policies only | Each | £60 + £3.50 P&P |
| | Policies only – CWaC discount rate | Each | £30 + £3.50 P&P |
| | Maps only | Each | £40 + £3.50 P&P |
| | Maps only – CWaC discount rate | Each | £20 + £3.50 P&P |
| Ellesmere & Neston Local Plan | Maps and policies | Each | £40 + £2 P&P |
| | Maps and policies – CWaC discount rate | Each | £20 + £2 P&P |
| | Policies only | Each | £25 + £2 P&P |
| | Policies only – CWaC discount rate | Each | £12.50 + £2 P&P |
| | Maps only | Each | £15 + £2 P&P |
| | Maps only – CWaC discount rate | Each | £7.50 + £2 P&P |
| Vale Royal Local Plan | Maps and policies | Each | £100 + £13.75 P&P |
| | Maps and policies - CWaC discount rate | Each | £50 + £13.75 P&P |
| | Policies only | Each | £75 + £5.20 P&P |
| | Policies only - CWaC discount rate | Each | £37.50 + £5.20 P&P |
| | Maps only | Each | £25 + £3.50 P&P |
| | Maps only - CWaC discount rate | Each | £12.50 + £3.50 P&P |
| Cheshire West and Chester Local Plan (Part One) | Strategic Policies – same price for all requests | Each | £20 + £5 P&P |

3. Land Searches and Fees - Planning

Search Fees – Statutory information

Search Types

| Search ref | Description |
|------------------------|--|
| LLC1 | This is a search of the Local Land Charges Register only (all twelve parts). |
| LLC1 and CON29R | This is a search of the LLC Register and Con29R questions. It covers additional important information about the property, for example, nearby roads. Cheshire West and Chester Council recommend you have this type of search when selling or buying property. |
| CON290 | This form is made up of further questions that concern the property that can be individually chosen. For example, Public Paths and Byways |
| CON29 selectable forms | These are available for you to choose only certain questions on the Con29R form rather than have the whole form completed.(See table 1b) |

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Please Note: All CON29 (O and R) applications are subject to VAT from 1st February 2016.

| Search Type | Notes | Unit | 2018/19 £ |
|--|--|--------------|---------------|
| Official Search (LLC1 and CON29R) – Residential * | Return of search as soon as possible. We aim to return all searches within 10 working days. The Council no longer deals with any CON29 drainage enquiries. | Each | £ 90.00 |
| Official Search (LLC1 and CON29R) – Commercial** | Return of search as soon as possible. We aim to return all searches within 10 working days. The Council no longer deals with any CON29 drainage enquiries. | Each | £115.00 |
| Certificate of Search (LLC1) | Return of search as soon as possible. We aim to return all searches within 10 working days. | Each | £12.00 |
| CON29R only Residential * | Return of search as soon as possible. We aim to return all searches within 10 working days. The Council no longer deals with any CON29 drainage enquiries. | Each | £78.00 |
| CON29R only Commercial** | Return of search as soon as possible. We aim to return all searches within 10 working days. The Council no longer deals with any CON29 drainage enquiries. | Each | £103.00 |
| Refresher Search | Only updated once within 3 months of receipt of original Cheshire West and Chester search (LLC1 and CON29). We require return of full original search. | Each | 1 free update |
| CON29O (Q4 to 21) submitted with a full search | | Per question | £11.00 |
| CON29O only (Q4 to 21) submitted without a full search | | Per question | £13.00 |
| CON29O Q.22 Common Land submitted with full search | | Each | £18.00 |
| CON29O Q.22 Common Land submitted without full search | | Each | £20.00 |
| Additional Typed Enquiries | | Each | £15.00 |
| Additional Parcel of Land *** | | Each | £15.00 |

Notes:

*Residential – includes individual building plots for residential properties where the site is currently vacant or under construction

**Commercial

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***'Parcel of land' means land (including a building or part of a building), which is separately occupied or separately rated or, if not occupied or rated, in separate ownership.

Search fees – CON29 non-statutory information

Below is a list of searches that can be provided. Charges are currently under review so please contact the service for details. There is an administration charge of £9 per enquiry.

| Search Type | Unit | 2018/19 £ |
|--|---|---|
| CON29R Information Search –Search enquiry of refined information: Administration charge | To be added on to an individual question or bundle of questions in each enquiry | £9.00 |
| Building control information (1.1g, i and l) | Per question /bundle of questions | Please contact service for details of charges |
| Roads, footways and footpaths (2 b-d) | Per question /bundle of questions | |
| Land required for public purposes (3.1) | Per question /bundle of questions | |
| Land to be acquired for road works (3.2) | Per question /bundle of questions | |
| Nearby road schemes (3.4 b-d) | Per question /bundle of questions | |
| Nearby railway schemes (3.5) | Per question /bundle of questions | |
| Traffic schemes (3.6 a-l) | Per question /bundle of questions | |
| Outstanding notices (3.7 a-f) | Per question /bundle of questions | |
| Contraventions of building regulations (3.8) | Per question /bundle of questions | |
| Notices, orders, directions and proceedings under planning acts (3.9 a-n) | Per question /bundle of questions | |
| Conservation area (3.11) | Per question /bundle of questions | |
| Compulsory purchase (3.12) | Per question /bundle of questions | |
| Contaminated land (3.13) | Per question /bundle of questions | |

4. Planning Fees

Planning Application Document Search

| Search Related Fees and hard copies | Unit | 2018/19 £ |
|---|---------------------------------------|-----------|
| Council search | Per half hour (minimum charge £18) | £18.00 |
| Hard copies of documents - A4 and A3 | Per sheet (no charge of less than £1) | £0.10 |
| Hard copies of documents – bigger than A3 | Per sheet | £1.00 |

Pre-application Planning Charges

| Pre-application Charges | Unit | 2018/19 £ |
|---|------|-----------------------------|
| CATEGORY A – covers: <ul style="list-style-type: none"> • Dwellings - 200 or more dwellings to be constructed or 4 ha or more when number of dwellings not given • Developments of 10,000 sq. m or more or where site area is 2 ha or more • Gypsy/ Traveller 200 or more pitches • All applications requiring Environmental Impact Assessment | Each | £2,040 (£1,700 excl VAT) |
| CATEGORY B – covers: <ul style="list-style-type: none"> • Dwellings - Between 10 – 199 dwellings to be constructed or site area is 0.5 ha | Each | £1,200 (£1,000 excl VAT) |

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| Pre-application Charges | Unit | 2018/19 £ |
|--|------|-------------------------|
| and less than 4 ha where number of dwellings it not given <ul style="list-style-type: none"> • Development between 1,000 sq. m and 9,999 sq. m or where the site area is 1 ha and less than 2 ha. • Gypsy/ Traveller Between 10 – 199 pitches | | VAT) |
| CATEGORY C - covers: <ul style="list-style-type: none"> • Dwellings - Between 3 - 9 dwellings (inclusive) constructed or a site area of less than 0.5 ha where number of dwellings not given • Development Less than 1,000 sq. m and greater than 75 sq. m or where the site area is less than 1 ha • Minor Gypsy/ Traveller Between 1 – 9 pitches | Each | £600 (£500 excl VAT) |
| CATEGORY D – covers: <ul style="list-style-type: none"> • Change of Use • Up to 2 dwellings (new build or conversion) or replacement dwelling • Minor proposals between 40 sq. m and 75 sq. m • Non-residential Lawful Development Certificates | Each | £270 (£255 excl VAT) |
| EXEMPTIONS <ul style="list-style-type: none"> • Householder Applications for alterations and/or extensions to dwellings or flats and Lawful Development Certificates • Minor proposals less than 40 sq. m (including development where no floor space is created) • Car parking (hardstanding), service Roads or other accesses • Air Conditioning Units • Works to a Listed Building | Each | Free of charge |

Planning Applications

Fees for planning applications in England are set under the 'Town and Country Planning (Fees for applications, deemed application, request and site visits (England) Regulations 2012' (as amended)'.

Planning Fees can be calculated using the fee calculator available in the following web page, alongside further information:

<https://cheshirewestandchester.gov.uk/residents/planning-and-building-control/apply-for-permission.aspx>

Street Naming and Numbering charges

Information and charges for the naming and renaming of streets and houses can be found here:

<https://cheshirewestandchester.gov.uk/residents/planning-and-building-control/street-naming-and-numbering/street-naming-and-numbering.aspx>

Please note that charges are currently being reviewed and may change around October to November 2018.

Community Infrastructure Levy (CIL)

CIL allows local authorities in England and Wales to raise funds from developers who are undertaking new building projects in their area. Money gained through CIL will be used to pay for strategic infrastructure projects. CIL is governed by the CIL Regulations 2010 (as amended).

Information and charges can be found here:

<https://cheshirewestandchester.gov.uk/residents/planning-and-building-control/community-infrastructure-levy/CIL-charges.aspx>

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5. Surveyors Fees – Property Services

Fees are listed below. Please note there is no VAT applicable to the charges unless the property or land involved is elected for VAT.

| Surveyors Fees | | Unit | 2018/19 £ |
|--|--|-------------|------------------|
| Licence to Assign | Commercial Rate | Per license | £650 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per license | £485 |
| | Third Sector | Per license | £325 |
| Licence to Underlet | Commercial Rate | Per license | £325 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per license | £245 |
| | Third Sector | Per license | £165 |
| Licence for works/alterations | Commercial Rate | Per license | £475 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per license | £360 |
| | Third Sector | Per license | £240 |
| Deed of surrender: with no agreement for surrender | Commercial Rate | Per deed | £325 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per deed | £245 |
| | Third Sector | Per deed | £165 |
| Deed of surrender: with agreement for surrender | Commercial Rate | Per deed | £325 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per deed | £245 |
| | Third Sector | Per deed | £165 |
| Deed of variation : simple (on complex deeds, fees to be agreed) | Commercial Rate | Per deed | £650 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per deed | £485 |
| | Third Sector | Per deed | £325 |
| Deed of Easement: simple inc telecoms (for complex deeds, fees to be agreed) | Commercial Rate | Per deed | £650 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per deed | £485 |
| | Third Sector | Per deed | £325 |
| Letter for consent to alterations | Commercial Rate | Per consent | £325 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per consent | £245 |
| | Third Sector | Per consent | £165 |
| Early entry licence | Commercial Rate | Per license | £200 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per license | £175 |
| | Third Sector | Per license | £150 |
| Access licence | Commercial Rate | Per license | £325 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per license | £325 |
| | Third Sector | Per license | £325 |
| Ground lease re-gear | Commercial Rate | Per lease | £800 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per lease | £800 |
| | Third Sector | Per lease | £800 |
| Periodic tenancy | Commercial Rate | Per tenancy | £325 |
| | Commercial where economic | Per tenancy | £245 |

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| Surveyors Fees | | Unit | 2018/19 £ |
|---|--|--------------|--|
| | growth/rent is less than £10k p.a. | | |
| | Third Sector | Per tenancy | £165 |
| New lease (commercial) | Commercial Rate | Per lease | £475 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per lease | £360 |
| | Third Sector | Per lease | £240 |
| New lease (retail) | Commercial Rate | Per lease | £650 |
| | Commercial where economic growth/rent is less than £10k p.a. | Per lease | £485 |
| | Third Sector | Per lease | £325 |
| Dilapidations | | | Recharge consultant fees and CWaC costs at 10% |
| Copy of title and plan | Electronic copy | Per document | £6 |
| | Paper copy | Per document | £14 |
| Copy of deed or lease | Electronic copy | Per document | £7 |
| | Paper copy | Per document | £50 |
| Fees to be sought for new lettings/agreements wherever possible, but if market conditions dictate each party to be responsible for own costs. | | | |

Further charges for viability assessments are shown below:

| Viability Assessments | Unit | 2018/19 £ |
|--|-----------------|------------------|
| Up to 30 units | Per assessment | Up to £1,500 |
| Between 30-75 units | Per assessment | Up to £2,000 |
| Between 76-250 units | Per assessment | Up to £2,500 |
| Between 251-500 units | Per assessment | Up to £4,000 |
| Between 501-1000 units | Per assessment | Up to £5,000 |
| Planning Appeals | Per hour | £100 |
| Other Professional work, depending on size and type of instruction | Per application | £500 - £5,000.00 |
| There may be additional costs to the charges quoted should the need arise for independent costs | | |

Charges are also applicable for disposals:

| | |
|--------------------------|---|
| Disposal of council land | 1% of sale price with a minimum fee of £450 |
|--------------------------|---|

6. Parking Fees & Charges

The link to the main parking page is shown below

http://www.cheshirewestandchester.gov.uk/residents/transport_and_roads/parking_and_permits.a_spx

Further links from this page can be followed to different types of charges and these are shown in the below categories, which cover car parking, season tickets, residents parking schemes, city centre

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dispensation permits, River Dee boat and trailer parking, disabled parking permits (blue badges), parking enforcement charges

Car Parks in West Cheshire - Information and charges for car parks operated by Cheshire West and Chester can be found here:

http://www.cheshirewestandchester.gov.uk/residents/transport_and_roads/parking_and_permits/car_parks_in_west_cheshire.aspx

Season Tickets - Season ticket information for Cheshire West and Chester car parks can be found here:

<https://www.cheshirewestandchester.gov.uk/residents/transport-and-roads/parking-and-permits/contract-parking.aspx>

Residents Parking Schemes - There are two Residents Parking Schemes operating in Cheshire West and Chester, one in Chester and one in Ellesmere Port. Information and charges can be found here:

<https://www.cheshirewestandchester.gov.uk/residents/transport-and-roads/parking-and-permits/residents-parking-scheme/residents-parking-scheme.aspx>

Dispensation permits and Chester city centre access - The Council allows commercial vehicles to park with a dispensation permit in locations where otherwise they would be in contravention of parking restrictions, but only where the vehicles are essential to enable the carrying out of specific works. Information and charges can be found here:

<https://www.cheshirewestandchester.gov.uk/residents/transport-and-roads/parking-and-permits/dispensation-permits-and-chest.aspx>

River Dee Boat and Trailer parking - Information and charges can be found here:

<https://cheshirewestandchester.gov.uk/residents/leisure-parks-and-events/parks-and-open-spaces/river-dee/river-dee.aspx>

Disabled Parking Permit (Blue Badges) - There is a £10 fee for producing a blue badge which applies to all applications and renewals. If you are eligible, badges are normally issued for a period of three years. Further information can be found here:

<https://www.cheshirewestandchester.gov.uk/residents/transport-and-roads/parking-and-permits/blue-badge-scheme/Bluebadge.aspx>

Parking enforcement (violation charges) - Information and charges can be found here:

<https://www.cheshirewestandchester.gov.uk/documents/parking-roads-and-travel/parking/civil-parking-enforcement/parking-enforcement-guidance.pdf>

7. Park and Ride / Bus and Train Passes - Transport

Park and Ride Charges - Information and charges can be found here:

http://www.cheshirewestandchester.gov.uk/residents/transport_and_roads/park_and_ride.aspx

Older Persons and Disabled Bus Passes - If you are a permanent resident Cheshire West of state pension age you will qualify for an older persons bus pass. If you are disabled you may be eligible to get a Disabled Persons bus pass. Information and charges can be found here:

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<http://www.cheshirewestandchester.gov.uk/residents/transport-and-roads/public-transport/concessionary-travel/replace-or-renew.aspx>

Below is a summary of the charges:

| Bus Pass | | Units | 2018/19 £ |
|------------------|---|--------------|------------------|
| Older Persons | Initial | Each | Free of charge |
| | Renewal | Each | Free of charge |
| | Replacement of lost pass | Each | £10.00 |
| | Replacement of stolen pass (copy of crime letter required) | Each | Free of Charge |
| Disabled Persons | Initial | Each | Free of charge |
| | Renewal | Each | Free of charge |
| | Replacement of lost pass | Each | £10.00 |
| | Replacement of stolen pass (copy of crime letter required) | Each | Free of Charge |

Railcard Discounts - Eligible Cheshire West and Chester residents may purchase a railcard at a discount. Information and charges can be found here for older persons:

<http://www.cheshirewestandchester.gov.uk/residents/transport-and-roads/public-transport/concessionary-travel/Senior-railcard-discount.aspx>

Information and charges can be found here for disabled persons:

<http://www.cheshirewestandchester.gov.uk/residents/transport-and-roads/public-transport/concessionary-travel/disabled-railcard-discount-codes.aspx>

Below is a summary of the charges:

| Railcard Discounts | Unit | 2018/19 £ |
|---------------------------|-------------|------------------|
| Senior | Each | 24.00 |
| Disabled | Each | 16.00 |

Travelcards - Most bus companies offer discounted single and return tickets when paying with a travelcard. All Cheshire West and Chester residents can apply for a travelcard free of charge – allowing them to benefit from discounting travel rates. Information can be found here:

<http://www.cheshirewestandchester.gov.uk/residents/transport-and-roads/public-transport/concessionary-travel/travelcard.aspx>

8. Highways

Charges for the provision of data and information are shown in the summary below:

| Item | Description | Unit | 2018/19 £ |
|-----------------------------------|--|------------------|------------------|
| Searches and additional enquiries | Type 1 Searches – Defining the highway boundary for sale or purchase of single property. No development potential apparent. | Per road | £73.50 |
| | Type 2 - Defining the highway boundary in relation to the sale or purchase of property for development purposes, feasibility studies and traffic models. | First 150m | £173.00 |
| | | Per additional m | £23.25 |
| | Extra over highway adoption status | Per question | Contact |

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| Item | Description | Unit | 2018/19 £ |
|---|---|------------|--------------------|
| | enquiry for provision of information held by the council in respect of proposals referred to in form con29 per question | | service |
| | Property CON29 | Per search | £15.30 |
| | Adopted Footpath status | Per road | Contact service |
| Traffic counts - sold to the public and companies | Link counts – basic count | Each | £115.00 |
| | T Junction - turning counts | Each | £142.00 |
| | Crossroads – turning counts | Each | £211.00 |
| | Video - larger junction/turning counts | Each | £283.00 |
| Traffic signal data | | Per site | £73.00 |
| Personal Injury Collision Searches | Basic search | Each | £133.00 plus VAT |
| | Large search | Each | £260.00 plus VAT |
| Provision of plans, data and research work etc | For members of the public or for commercial purposes. | Each | Full cost recovery |
| Traffic modelling | | Each | Full cost recovery |
| Environment reports | | Each | Full cost recovery |

Charges for provisions to aids to movement are shown in the below summary:

| Item | Description | Unit | 2018/19 £ |
|---|---|------------|-----------------|
| Tourism signage | Tourism signs for initial inspection plus Mov 1 | Each | £109.00 |
| | Provision of direction signs to establishments and village name | Each | Contact service |
| Vehicle crossing, dropped kerbs and access protection | Vehicle crossing application and dropped kerbs | Each | £79.60 |
| | Footway / vehicular crossings as part of improvement scheme | Per scheme | Contact service |
| | Provision of access protection markings e.g. H Bars | Each | £92.00 |

Charges relating to use/obstruction of part of the highway, footpath or verge

If you are looking to place an item on the footpath, road or verge you may need a licence or permit. Information and charges can be found here:

<https://www.cheshirewestandchester.gov.uk/business/licensing-and-permits/highways-related-licences/highways-related-licences.aspx>

Descriptions of types of licences and permits of shown below:

| Licence/Permit | Background Information |
|----------------|--|
| Pavement cafe | To place tables, chairs or other temporary furniture on the pavement |

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|---|---|
| | in England and Wales you require a licence from your local authority. |
| Planting | Licence to plant and maintain shrubs, flowerbeds or grass on highway land if it is adjacent to your property. |
| Projecting over the highway | |
| Scaffolding & hoarding | If you need to put scaffolding or hoarding on a footpath, road or verge maintained by Cheshire West and Chester you'll need a licence. It's the responsibility of the contractor doing the work to apply for and obtain a licence for the scaffolding they'll use |
| Skips | If you need to put skip on a footpath, road or verge maintained by Cheshire West and Chester you'll need a licence. It's the responsibility of the company providing the skip to apply for and obtain a licence for the scaffolding they'll use |
| Storage of materials and temporary excavation | If you wish to temporarily deposit building materials, rubbish or other items or make a temporary excavation to a footpath, road or verge maintained by Cheshire West and Chester you must have our consent. |

Below is a summary of the charges:

| Item | Description | Unit | 2018/19 £ |
|--|--|-----------------|-----------|
| Pavement Café Licence | Licence (greater than 4 people) | Per licence | £585.00 |
| | Annual renewal (greater than 4 people) | Per annum | £351.00 |
| | Licence (less than 4 people) | Per licence | £160.00 |
| | Annual renewal (less than 4 people) | Per annum | £106.00 |
| Planting licences | If a third party wishes to plant the Highway verge | Each | £210.00 |
| Projecting over the highway | Cables over the highway | | £337.00 |
| | Crane/Cherry picker over sailing highway | | £23.45 |
| Scaffolding or Hoarding | Consideration of an application for a licence to erect scaffolding / hoarding etc. on or over the highway and site visits (min two site visits per application) | Per application | £62.00 |
| | | Per site visit | £60.00 |
| | Additional charge per week (one week included within licence) | Per week | £60.00 |
| Skips | Consideration of an application for permission to deposit a skip on the highway | Each | £34.70 |
| | Extension of skip licence | Each | £25.00 |
| Storage of materials or temporary excavation | Consideration of an application for consent to temporarily deposit materials etc. on the highway or to make temporary excavations, and for carrying out site inspections to monitor compliance with the consent. | Per month | £62.25 |
| Apparatus in carriage way (c/w) or footway (f/w) | Consideration of application for new apparatus in c/w or f/w plus three inspections | Per application | £182.00 |
| | | Per | £52.00 |

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| Item | Description | Unit | 2018/19 £ |
|------------------------------------|--|---|-----------------------|
| | | inspection (min three) | |
| | Maintain existing apparatus in C/w or f/w (Three inspections per annum) | Per inspection (Three per annum) | £52.00 |
| Plastic highway edge markers | | Per item | Full cost recovery |
| Furniture placed on the highway | E.g. benches /memorials or similar within the highway | Per item | Full cost recovery |

Streetworks Permits

Cheshire West and Chester operates a streetworks permit scheme for road and streetworks. Full details of the scheme and details of further discounts that could be available can be found at:

<https://www.cheshirewestandchester.gov.uk/documents/business/licensing/highways-related/permit-scheme-for-road-and-street-activities.pdf>

Statutory guidance for Highways Authorities Permit Scheme Conditions can be found here:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/413643/statutory-guidance.pdf

Below is a summary of the charges:

| Streetworks Permit | Traffic sensitivity and Location | Re-instatement Category | Unit | 2018/19 £ |
|---|--|-------------------------|------|-----------|
| Provisional Advanced Authorisation (PAA) | Wholly or partly within traffic sensitive time and locations | 0-4 | Each | £99.00 |
| | Wholly outside of traffic sensitive time and or locations (20% discount) | 0-4 | Each | £79.00 |
| | Non traffic sensitive at any time or location | 3 & 4 | Each | £66.00 |
| Major (requiring traffic regulation order or over 10 days) | Wholly or partly within traffic sensitive time and locations | 0-4 | Each | £208.00 |
| | Wholly outside of traffic sensitive time and or locations (20% discount) | 0-4 | Each | £167.00 |
| | Non traffic sensitive at any time or location | 3 & 4 | Each | £110.00 |
| Major (4-10 days) | Wholly or partly within traffic sensitive time and locations | 0-4 | Each | £125.00 |
| | Wholly outside of traffic sensitive time and or locations (20% discount) | 0-4 | Each | £100.00 |
| | Non traffic sensitive at any time or location | 3 & 4 | Each | £61.00 |
| Major (up to 3 days) | Wholly or partly within traffic sensitive time and locations | 0-4 | Each | £60.00 |
| | Wholly outside of traffic sensitive time and or locations (20% discount) | 0-4 | Each | £49.00 |

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

| Streetworks Permit | Traffic sensitivity and Location | Re-instatement Category | Unit | 2018/19 £ |
|---------------------------|--|--------------------------------|-------------|------------------|
| | Non traffic sensitive at any time or location | 3 & 4 | Each | £45.00 |
| Standard | Wholly or partly within traffic sensitive time and locations | 0-4 | Each | £125.00 |
| | Wholly outside of traffic sensitive time and or locations (20% discount) | 0-4 | Each | £100.00 |
| | Non traffic sensitive at any time or location | 3 & 4 | Each | £61.00 |
| Minor | Wholly or partly within traffic sensitive time and locations | 0-4 | Each | £60.00 |
| | Wholly outside of traffic sensitive time and or locations (20% discount) | 0-4 | Each | £49.00 |
| | Non traffic sensitive at any time or location | 3 & 4 | Each | £30.00 |
| Intermediate | Wholly or partly within traffic sensitive time and locations | 0-4 | Each | £55.00 |
| | Wholly outside of traffic sensitive time and or locations (20% discount) | 0-4 | Each | £45.00 |
| | Non traffic sensitive at any time or location | 3 & 4 | Each | £30.00 |
| Variation | Wholly or partly within traffic sensitive time and locations | 0-4 | Each | £45.00 |
| | Wholly outside of traffic sensitive time and or locations (20% discount) | 0-4 | Each | £45.00 |
| | Non traffic sensitive at any time or location | 3 & 4 | Each | £35.00 |

Legislation is in place for charges (set nationally) to be levied for overrunning street works/activities (Section 74 of New Roads and Streetworks Act (NRSWA) 1991), and also for utility defects.

Temporary Traffic Arrangements

Below is a summary of charges:

| Temp Traffic Arrangements | Description | Unit | 2018/19 £ |
|--|--|-------------|---|
| Temporary Traffic Regulation Order (TTRO) and other services made under section 14 of the Road Traffic Regulation Act 1984 (RTRA 1984) | Emergency Notice (21 days) | Per notice | £686.00 |
| | Temporary order | Per order | £686.00 plus advertising costs including 8% admin |
| | Temporary Notice (5 days) | Per notice | Contact service |
| TTRO made under Town Police Clauses Act or Section 16A of the RTRA | Event organised by a non-profit-making group | Each | Free of charge |
| | Event organised by profit-making group | Each | £178.50 |

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

| Temp Traffic Arrangements | Description | Unit | 2018/19 £ |
|---|--|--------------|-----------|
| 1984 | | | |
| Authorisation to use portable traffic signals | Two way | Each | £111.20 |
| | Three and four way | Each | £111.20 |
| Switching off and bagging over traffic signals/ pelican crossings | General switch off/on signal junction or crossing | Per occasion | £232.60 |
| | Switch off/on plus bagging over crossing heads and buttons | Per occasion | £339.70 |
| | Switch off/on plus bagging over small junction heads | Per occasion | £405.00 |
| | Switch off/on plus bagging over large junction heads | Per occasion | £487.60 |

Development and permanent changes

Below is a summary of charges:

| Item | Unit | 2018/19 £ |
|-----------------------------------|------|--|
| Stopping Up Orders (s117 HA 1980) | Each | £650.00 plus legal and advertising costs |

Recovery of costs to address damage/make safe

| Item | Unit | 2018/19 £ |
|---|------|--|
| Claims against 3rd parties for damage to Highway structures | Each | Rechargeable process at full cost recovery |
| Recovery of costs of making safe dangerous land or retaining walls | | Rechargeable process at full cost recovery |
| Recovery of costs of carrying out drainage works to maintain flow in a watercourse upon default by owner/occupier | | Rechargeable process at full cost recovery |
| Drain Clearance | | Rechargeable process at full cost recovery |

**9. Greenspaces: Visitor attractions / Sports pitches / Allotments –
Environmental Services**

Greenspace facilities encompass car parking at visitor attractions, caravan pitches in Marbury Park, allotments and football, bowling and cricket facilities. More information can be found here:

Visit: <https://cheshirewestandchester.gov.uk/residents/leisure-parks-and-events/leisure-parks-and-events.aspx>

Below is a summary of the charges:

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

| Marbury Country Park | Unit | 2018/19 £ |
|-----------------------------|---|--|
| Car Parking | Up to 3 hours | £1.50 |
| | All Day | £2.50 |
| | Annual Season Ticket – All permits issued in 18/19 will expire 31 March 2019' | £31.00 (or pro-rata fee per month £2.58) |
| | Annual Season Ticket: for members of Friends of Anderton & Marbury (FOAM) and Concessions (Senior citizens, in receipt of unemployment benefit) All permits issued in 18/19 will expire 31 March 2019 | £21.00 (or pro-rata fee per month £1.75) |
| Caravan Pitches | Per pitch per night | £5.80 |

| Anderton Boat Lift Centre | Unit | 2018/19 £ |
|----------------------------------|--|---------------------------------------|
| Car Parking | Up to 3 hours | £2.00 |
| | All Day | £3.00 |
| | Annual Season Ticket – All permits issued in 18/19 will expire 31 March 2019' | £31.00 (pro-rata fee per month £2.58) |
| | Annual Season Ticket: for members of Friends of Anderton & Marbury (FOAM) and Concessions (Senior citizens, in receipt of unemployment benefit. All permits issued in 18/19 will expire 31 March 2019' | 21.00 (pro-rata fee per month £1.75) |

| Sports Facilities | Unit | 2018/19 £ |
|---|-----------------------|------------------|
| Football Pitch Ellesmere Port – Adult with changing facility | Per Season | £370.50 |
| Football Pitch Ellesmere Port – Adult with no changing facility | Per Season | £132.50 |
| Football Pitch Ellesmere Port – Junior | Per Season | £15.50 |
| Football Pitch Knights Grange – Adult with changing facility | Per Game | £36.00 |
| Football Pitch Knights Grange – Adult with no changing facility | Per Game | £13.50 |
| Football Pitch Knights Grange – Junior | Per Game | £9.00 |
| Football Pitch Chester – Adult with changing facility | Per Game | £36.00 |
| Football Pitch Chester – Adult with no changing facility | Per Game | £13.50 |
| Football Pitch Chester – Junior | Per Game | £9.00 |
| Bowling Ellesmere Port | Per person per season | £16.50 |
| Bowling Chester | Per person per season | £16.50 |
| Cricket Ground | Per Season | £681.50 |

| Allotments | Unit | 2018/19 £ |
|--------------------------------------|-------------|------------------|
| Allotment Ellesmere Port – Full plot | Annual | £42.00 |
| Allotment Ellesmere Port – Half plot | Annual | £21.00 |
| Allotment Chester – Full plot | Annual | £42.00 |
| Allotment Chester – Half plot | Annual | £21.00 |

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

10.Natural Environment and Historic Environment Records

The Total Environment team carry out project, planning and advisory work, with the aim of creating a better environment for the residents of Cheshire West and Chester.

Historical Environmental Records and Archaeology

Information is free to private researchers and members of the public, but there is a charge for a licence to reuse Historic Environment Record (HER) information for commercial purposes and those associated with agri-environment schemes. Below is a summary of these charges:

| Item | Description | Unit | 2018/19 £ |
|--------------------------|---|-------------|----------------------|
| Commercial HER Search | Standard Chester City - Up to c.4ha* (100m search radius) Other urban area - Up to c.80ha (500m search radius) Rural area - Up to c.315ha (1km search radius) | Each | £60.00 |
| | Extended Chester City - Up to c.20ha* (250m search radius) Other urban area - Up to c.315ha* (500m search radius) Rural area - Up to c.1256ha* (2km search radius) | Each | £120.00 |
| | Custom | Each | Price on application |
| Agri-Environment schemes | Natural England Energy Crop Scheme | Each | £60.00 |

11.Archives Records and Consultancy Services

The team provides the following services: research service, copies of archive documents, outreach activities, copies of certificates and other photocopying services, copies of newspapers and church registers, photography permits for self-service purposes and reproduction of commercial publications. Information on main services and charges can be found here:

<http://archives.cheshire.gov.uk/search-and-shop/list-of-charges-and-how-to-pay.aspx>

Where archival and printed items cannot be photocopied digital images may be required.

Information and charges can be found here:

<http://archives.cheshire.gov.uk/search-and-shop/prints-from-digital-images.aspx>

Information on charges for copies of wills can be found here:

<http://archivedatabases.cheshire.gov.uk/RecordOfficeWillEPayments/search.aspx>

Our qualified, experienced conservation team now provide services to the public, which include repairing and protecting documents. Information and charges can be found here:

<http://archives.cheshire.gov.uk/record-care/conservation-service.aspx>

In addition to the above the service also offers the following services:

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

| Item | Description | Unit | 2018/19 £ |
|-------------|--|----------|-----------|
| Consultancy | Conservation survey | Per day | £240.00 |
| | Digitisation project management and training | Per day | £325.00 |
| | Collections surveying and advice | Per day | £240.00 |
| Filming | Onsite filming at Record Office | Per hour | £50 |

12. Museums Services

Information on the museum service can be found here:

<http://westcheshiremuseums.co.uk/>

The following is a summary of the charges in the museums service.

Please note that charges are to be reviewed in February 2019 after which some charges may alter.

| Grosvenor Museum | Description | Unit | 2018/19 £ |
|--------------------------------------|--|-----------------------------------|----------------|
| Admission Fees | All | Per Entry | Free of charge |
| | Pre Booked Museum Tour 30 mins with Visitor Assistant | Minimum Charge (covers 20 people) | £30 |
| | | Charge for each additional person | £1.50 |
| Education | Workshop/Living History – 1 Hour | Per pupil | £3.50 |
| | Roman Day (Incs Roman Tour) | Per pupil | £6.50 |
| | Half Day Outreach | Per session | £160.00 |
| | Full Day Outreach | Per session | £250.00 |
| | Lecture With Learning Officer – Half Hour | Per pupil | £2.50 |
| | Education Loan Service | Per item per week | £15.00 |
| | Room Hire (e.g. Lunch Room) | Per pupil | £1.50 |
| | Pre Booked Museum Tour 30 mins with Visitor Assistant | Per pupil | £2.00 |
| Hire of facilities – Lecture Theatre | Full Morning or Afternoon (up to 3 Hours between 10.30am-4.30pm): Commercial | Per session | £260.00 |
| | Full Morning or Afternoon (up to 3 Hours between 10.30am-4.30pm): Non-Commercial | Per session | £65.00 |
| | Full Day (4 to 5 hours between 10.30am to 4.30pm): Commercial | Per session | £460.00 |
| | Full Day (4 to 5 hours between 10.30am to 4.30pm): Non-Commercial | Per session | £130.00 |
| | Evening (6.30 – 9.30): Commercial | Per session | £450.00 |
| | Evening (6.30 – 9.30): Non-Commercial | Per session | £130.00 |

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

| Grosvenor Museum | Description | Unit | 2018/19 £ |
|-----------------------------------|---|-------------|------------------|
| Hire of facilities – Whole Museum | Evening (7pm-10pm): Commercial & Non-Commercial: Minimum Charge | Per session | £450.00 |
| | Evening (7pm-10pm): Commercial & Non-Commercial: Maximum Charge | Per session | £1,300.00 |

More information can be found here:

<http://grosvenormuseum.westcheshiremuseums.co.uk/venue-hire/>

| Lion Salt Works | Description | Unit | 2018/19 £ | |
|---|--|-----------------------------------|------------------|--------|
| Admission Charges | Adult | Per person | £6.25 | |
| | Child | Per child | £4.00 | |
| | Concession | Per person | £5.50 | |
| | Family: 2 Adults and 2 Children | Per family | £16.40 | |
| | Family: 1 Adult and 3 Children | Per family | £14.60 | |
| | Concession Family: 2 Adults and 2 Children | Per family | £15.20 | |
| | Concession Family: 1 Adult and 3 Children | Per family | £14.00 | |
| | Group admission | Minimum Charge (covers 10 people) | | £50.00 |
| | | Charge for each additional person | | £5.00 |
| | Group Tour (in addition to admission charge) – maximum 36 people in group so may be split into smaller groups | Minimum Charge (covers 30 people) | | £30.00 |
| | | Charge for each additional person | | £3.00 |
| | Tailored Tour (in addition to admission charge) maximum 36 people in a group so may be split into smaller groups | Minimum Charge (covers 20 people) | | £20.00 |
| | | Charge for each additional person | | £2.00 |
| | Adult Annual Pass | Per person | | £18.00 |
| Family Annual Pass: 2 Adults and 2 Children or 1 Adult and 3 Children | Per family | | £50.00 | |
| Education | School visit | Per Pupil | £6.00 | |
| | | Teachers / Support | Free of charge | |

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

| Lion Salt Works | Description | Unit | 2018/19 £ |
|------------------------------------|---|-------------|---------------------------------|
| Hire of facilities – Thomson Suite | Corporate | Per hour | £25.00 |
| | Charity / Association | Per hour | £20.00 |
| | Half day - Corporate (4 hours between 9am & 5pm) | Per session | £95.00 |
| | Half day - Charity / Association (4 hours between 9am & 5pm) | Per session | £75.00 |
| | Full day - Corporate (8 hours between 9am & 5pm) | Per session | £180.00 |
| | Full day - Charity / Association (8 hours between 9am & 5pm) | Per session | £140.00 |
| | Evening per hour (5-11pm) - Corporate (Subject to minimum 4 hours) | Per session | £35.00 |
| | Evening per hour (5-11pm) - Charity / Association (Subject to minimum 4 hours) | Per session | £25.00 |
| | Functions Day hire: 10.30am set up for 12 noon to 6pm function (excludes outside catering costs) | Per session | £400.00 |
| | Functions Evening Hire: 4.30pm set up for 6pm to 12am (midnight) function (excludes outside catering costs) | Per session | Please contact site for details |
| | Functions Day and Evening Hire: 10.30am set up for 12 noon to 12am (midnight) function(excludes outside catering costs) | Per session | Please contact site for details |
| | Tea, coffee and biscuits | Per serving | £1.75 |

| Stretton Watermill | Description | Unit | 2018/19 £ |
|---------------------------|-------------------------------------|-------------|---------------------------------|
| Admission Charges | Adult | Per person | £3.50 |
| | Child | Per child | £1.80 |
| | 2 Adults and 2 Children | Per family | £8.00 |
| | Pre-Booked Adult Group (maximum 15) | Per person | £3.50 |
| Education | School Group | Per class | £150.00 |
| Hire of facilities | Venue hire for wedding photos | Per hire | Please contact site for details |

| Weaver Hall | Description | Unit | 2018/19 £ |
|--------------------|--------------------------------------|-------------|------------------|
| Admission Charges | Adult | Per person | £3.50 |
| | Child | Per child | £1.80 |
| | Concession | Per person | £2.50 |
| | 2 Adults and 2 Children | Per family | £8.00 |
| | Pre-Booked Adult Group (minimum 12) | Per person | £2.50 |
| | Admission and Adult Walk | Per person | £5.50 |
| | Season ticket (2 Adults/3 Children) | Per family | £18.00 |
| | Season Ticket (2 Seniors/3 Children) | Per family | £15.00 |
| Education | Half Day Education Led Session | Per pupil | £5.00 |
| | Full Day Education Led Session | Per pupil | £6.00 |
| | Half Day - Outreach CWAC | Per session | £160.00 |

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

| Weaver Hall | Description | Unit | 2018/19 £ |
|--|--|-------------------------|------------------|
| | Full Day - Outreach CWAC | Per session | £250.00 |
| Hire of facilities | Regallette: Community Groups & Children's Parties | Per session | £115.00 |
| | Regallette: Foreign Language Education Groups | Per session | £120.00 |
| | Friends of WHM Film Nights | Per person (non-member) | £6.00 |
| | | Per person (member) | £5.00 |
| | Tea and coffee – Group visits | Per item | £1.20 |
| | Boardroom – Weekdays :Half day up to 4 hrs between 9am and 5pm | Per session | £95.00 |
| | Boardroom – Weekdays: Full day up to 8 hrs between 9am-5pm | Per first 4 hours | £95.00 |
| | | Each additional hour | £15.00 |
| Boardroom – Evening: up to 4 hrs between 5pm and 9pm | Per session | £120.00 | |

| Other Museum Services | Description | Unit | 2018/19 £ |
|---|--|----------------|------------------|
| Photographs | Commercial Publication - Education | Per item | £35.00 |
| | Commercial Publication | Per item | £75.00 |
| | Commercial Publication with photographer | Per item | £110.00 |
| | Non-Commercial | Minimum Charge | Free of charge |
| | | Maximum Charge | £40.00 |
| | Community Publication | Per item | £12.00 |
| Printing | Black and white – per item | Per item | £0.25 |
| | Colour – per item | Per item | £0.80 |
| Imagebank Print | General | Per item | £2.50 |
| | Photo quality | Per item | £6.00 |
| Photocopying | General A4 | Per sheet | £0.20 |
| | General A3 | Per sheet | £0.50 |
| Television | Commercial | Minimum Charge | £240.00 |
| | | Maximum Charge | £500.00 |
| Lectures | On-site | Per hour | £50 |
| | On-site with tea and coffee | Per hour | £80 |
| | Outreach lecture (travel costs additional) | Per hour | £70 |
| Chester Photographic Survey Prints from | General: 6 x 4 | Per print | £7.50 |
| | General: 8 x 6 | Per print | £11.50 |
| | General Computer Quality | Per print | £2.50 |

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

| Other Museum Services | Description | Unit | 2018/19 £ |
|------------------------------|------------------------------|-------------|------------------|
| negatives/ slides | General Photographic Quality | Per print | £6.00 |

13. Library Services

Information on library services can be found here:

<https://www.cheshirewestandchester.gov.uk/residents/libraries/libraries.aspx>

Information on library charges and fees can be found here:

<https://www.cheshirewestandchester.gov.uk/residents/libraries/library-charges.aspx>

In addition to this library facilities can be hired, details of which can be found here:

<https://www.cheshirewestandchester.gov.uk/residents/libraries/library%20buildings/meeting-room-hire-charges.aspx>

14. Community Facilities (Community Centres)

Cheshire West and Chester Council are responsible for numerous community centres across the borough which are available for hire and can accommodate a range of activities and events.

Further information can be found here:

<https://cheshirewestandchester.gov.uk/residents/leisure-parks-and-events/village-halls-church-halls-community-centres/community-centres/community-centres-cheshire-west.aspx>

A summary of charges is shown below.

| Community Centre | Description | Unit | 2018/19 £ |
|--|--------------------------------------|------------------|------------------|
| All Ellesmere Port centres: Flatt Lane, Little Sutton, Thelwall Road, Westminster, Wolverham | Commercial Hire | Per hour | £20.00 |
| | Community Hire | Per hour | £10.00 |
| | Childrens Parties (0-10 year olds) | Per 3 hour party | £36.00 |
| The Dingle Recreational Centre, Winsford | Main Hall - Commercial Hire | Per hour | £20.00 |
| | Main Hall - Community Hire | Per hour | £10.00 |
| | Craft Room – Commercial Hire | Per hour | £10.00 |
| | Craft Room – Community Hire | Per hour | £5.00 |
| | Drop In Room – Commercial Hire | Per hour | £10.00 |
| | Drop In Room – Community Hire | Per hour | £5.00 |
| Lache Community Centre | Main Hall - Commercial Hire | Per hour | £20.00 |
| | Main Hall - Community Hire | Per hour | £10.00 |
| | Lounge – Commercial Hire | Per hour | £18.00 |
| | Lounge – Community Hire | Per hour | £9.00 |
| | Small Meeting Room - Commercial Hire | Per hour | £12.00 |

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

| Community Centre | Description | Unit | 2018/19 £ |
|-------------------------|--|------------------------------|------------------|
| | Small Meeting Room - Community Hire | Per hour | £9.00 |
| | Large Meeting Room – Commercial Hire | Per hour | £12.00 |
| | Large Meeting Room – Community Hire | Per hour | £9.00 |
| | Disco Party: weekdays | Per 2 hours | £50.00 |
| | Disco Party: Sat | Per 2 hours | £60.00 |
| | Disco Party: Sun | Per 2 hours | £70.00 |
| | Bouncy Castle Party: Weekdays | Per 2 hours | £50.00 |
| | Bouncy Castle Party: Saturday | Per 2 hours | £60.00 |
| | Bouncy Castle Party: Sunday | Per 2 hours | £70.00 |
| | Gym facilities (induction needed before first use – induction is free of charge) | Per entry | Not listed |
| | Functions/ Bar (7pm-12pm) | Per function | £54.00 |
| | Bar (minimum 3 hours) | Per hour (min 3 hour charge) | £54.00 |

15. Markets Services

To operate a market stall you may need a licence from the Local Authority via the government website. See <https://www.gov.uk/market-stall-licence/cheshire-west-and-chester>
Information on this and general information on the markets we operate can be found here: <https://www.cheshirewestandchester.gov.uk/residents/leisure-parks-and-events/markets/markets.aspx>

Details on individual markets can be found below.

Please note that Neston Market is operated by Neston Town Council – please contact them directly for local rates.

| Northwich Covered Market | Description | Unit | 2018/19 £ |
|---|-------------------------|-------------|------------------|
| - Open Tuesday, Friday & Saturday 9am to 4pm (except bank holidays) | | | |
| Rent | Units 2-3 (Unit 1 void) | Per week | £69.10 |
| | Units 4 to 14 | Per week | £53.50 |
| | Units 15 to 28 | Per week | £47.50 |
| | Units 29 to 31 | Per week | £39.48 |
| Rent-Casuals | Stalls-Daily Tuesday | Per week | £11.80 |
| | Stalls-Daily Friday | Per week | £17.95 |
| | Stalls-Daily Saturday | Per week | £16.20 |
| Rent-Permanent | Stalls-Daily Tuesday | Per week | £9.45 |
| | Stalls-Daily Friday | Per week | £14.35 |

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

| Northwich Covered Market | Description | Unit | 2018/19 £ |
|---------------------------------|-----------------------|-------------|------------------|
| | Stalls-Daily Saturday | Per week | £13.05 |
| Electric | | Per day | £2.30 |
| Refuse – greengrocer charges | | Per week | £6.10 |
| Ad Fund | Tuesday | Per day | £ 0.10 |
| | Friday | Per day | £ 0.20 |
| | Saturday | Per day | £ 0.15 |
| | Lock up units | Per week | £ 0.50 |

| Northwich Market Hall | Description | Unit | 2018/19 £ |
|---|--------------------|-------------|------------------|
| - Open Tuesday, Friday & Saturday 9am to 4pm (except bank holidays) | | | |
| Rent | All Units | Per week | £38.00 |
| Electric | | Per day | £2.30 |
| Refuse | | | Free of charge |
| Ad Fund | Weekly charge | Per week | £0.50 |

| Winsford Market | Description | Unit | 2018/19 £ |
|--|-----------------------|-------------|------------------|
| - Open Monday, Thursday & Saturday 9am to 4pm (except bank holidays) | | | |
| Rent | Units 1-10 and 38 | Per week | £54.30 |
| | Café | Per week | £101.50 |
| | Units 11 to 12 | Per week | £52.50 |
| | Units 29 to 31 | Per week | £42.40 |
| | Units 14 to 19 | Per week | £43.20 |
| | Units 20 | Per week | £21.60 |
| | Units 24, 25 and 35 | Per week | £37.40 |
| | Units 26/29 | Per week | £214.00 |
| | Units 30/31 | Per week | £111.90 |
| | Units 32/34 | Per week | £154.50 |
| | Units 26 to 29 | Per week | £199.40 |
| Rent-Casuals | Stalls-Daily Monday | Per day | £9.75 |
| | Stalls-Daily Thursday | Per day | £14.10 |
| | Stalls-Daily Saturday | Per day | £17.45 |
| Rent-Permanent | Stalls-Daily Monday | Per day | £7.70 |
| | Stalls-Daily Thursday | Per day | £11.20 |
| | Stalls-Daily Saturday | Per day | £13.95 |
| Electric | | Per day | £2.30 |
| Refuse – greengrocer charges | | Per week | £6.10 |
| Ad Fund | Monday | Per day | £0.10 |
| | Thursday | Per day | £0.20 |
| | Saturday | Per day | £0.15 |
| | Lock up units | Per day | £0.50 |

| Chester Market | Description | Unit | 2018/19 £ |
|-----------------------|--------------------|-------------|------------------|
|-----------------------|--------------------|-------------|------------------|

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

| Chester Market | Description | Unit | 2018/19 £ |
|--|--------------------|-------------|------------------|
| - Open Monday to Saturday 8am to 5pm (except bank holidays) | | | |
| Shops | Unit A4 | Per month | £484.08 |
| | Unit A5 | Per month | £484.08 |
| | Unit A6 | Per month | £484.07 |
| | Unit A7 | Per month | £436.91 |
| | Unit A8 | Per month | £486.85 |
| | Unit A9 | Per month | £486.85 |
| | Unit A10 | Per month | £391.28 |
| | Unit A11 | Per month | £506.40 |
| | Unit A11a | Per month | £348.53 |
| | Unit A12 | Per month | £630.39 |
| | Unit A13 | Per month | £697.81 |
| | Unit A14 | Per month | £724.32 |
| | Unit A15 | Per month | £651.50 |
| | Unit A16 | Per month | £634.30 |
| | Unit A17 | Per month | £887.90 |
| | Unit A18 | Per month | £816.61 |
| | Unit A19 | Per month | £806.52 |
| | Unit A20 | Per month | £817.40 |
| | Unit A21 | Per month | £817.40 |
| | Unit A22 | Per month | £806.52 |
| | Unit A23a | Per month | £372.52 |
| | Unit A23b | Per month | £372.94 |
| | Unit A29 | Per month | £436.91 |
| Stalls | Unit B7 | Per month | £212.13 |
| | Units B8/B10 | Per month | £425.26 |
| | Unit B9 | Per month | £212.13 |
| | Units B11/12 | Per month | £459.71 |
| | Units B13/14 | Per month | £383.20 |
| | Units B15/16 | Per month | £383.29 |
| | Units B17/B18 | Per month | £466.67 |
| | Units B19/B20 | Per month | £466.67 |
| | Units B21/B22 | Per month | £469.90 |
| | Units B23/B24 | Per month | £477.13 |
| | Units B25/26 | Per month | £457.18 |
| | Units B27/28 | Per month | £485.53 |
| | Units B29/30 | Per month | £466.03 |
| | Units B31/33 | Per month | £424.23 |
| | Units B32/34 | Per month | £424.30 |
| | Units B35/37 | Per month | £468.60 |
| | Units B36/38 | Per month | £416.28 |
| | Units B39/40 | Per month | £428.75 |
| | Units B41/42 | Per month | £432.13 |
| | Units B43/45 | Per month | £440.90 |
| | Units B44/46 | Per month | £518.21 |
| | Unit B55 | Per month | £219.19 |
| | Unit B63 | Per month | £215.13 |
| Unit B64 | Per month | £216.50 | |

**Cheshire West and Chester
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| Chester Market | Description | Unit | 2018/19 £ | |
|-----------------------|----------------------|--------------------|-------------------|--------|
| | Unit B65 | Per month | £215.13 | |
| | Unit B66 | Per month | £214.12 | |
| | Unit B67 | Per month | £300.00 | |
| Stalls | Unit 3 | Per month | £12.68 | |
| | Unit 4 | Per month | £12.68 | |
| | Unit 5 | Per month | £12.68 | |
| | Unit 6 | Per month | £12.68 | |
| | Unit 7 | Per month | £12.68 | |
| | Unit 8 | Per month | £16.86 | |
| | Unit 9 | Per month | £12.68 | |
| | Unit 10 | Per month | £12.68 | |
| | Unit 11 | Per month | £12.68 | |
| | Unit 12 | Per month | £12.68 | |
| | Unit 13 | Per month | £12.68 | |
| | Unit 14 | Per month | £12.68 | |
| | Unit 15 | Per month | £12.68 | |
| | Unit 16 | Per month | £12.68 | |
| | Unit 17 | Per month | £16.60 | |
| | Unit 18 | Per month | £12.68 | |
| | Unit 19 | Per month | £12.68 | |
| | Unit 20 | Per month | £12.68 | |
| | Unit 21 | Per month | £12.68 | |
| | Unit 22 | Per month | £12.68 | |
| | Unit 23 | Per month | £12.68 | |
| | Unit 24 | Per month | £12.68 | |
| | Unit 25 | Per month | £12.68 | |
| | Unit 26 | Per month | £12.68 | |
| | Unit 27 | Per month | £8.84 | |
| | Unit 28 | Per month | £8.84 | |
| | Unit 29 | Per month | £8.84 | |
| | Unit 30 | Per month | £8.84 | |
| | Unit 31 | Per month | £8.84 | |
| | Unit 32 | Per month | £8.84 | |
| | Unit 33 | Per month | £8.84 | |
| | Unit 34 | Per month | £8.84 | |
| | Unit 35 | Per month | £10.07 | |
| | Units 36 /37 | Per month | £36.88 | |
| | Unit 38 | Per month | £27.97 | |
| | Unit 39 | Per month | £27.97 | |
| | Unit 40 | Per month | £16.96 | |
| | Unit 42 | Per month | £6.85 | |
| | Unit 43 | Per month | £11.88 | |
| | Unit 44 | Per month | £6.85 | |
| | Unit 45 | Per month | £17.46 | |
| | Unit 46 | Per month | £21.65 | |
| | Unit 47 | Per month | £17.46 | |
| | Unit 48 | Per month | £6.85 | |
| | Casual Stalls | 12 x C type stalls | Per stall per day | £12.00 |

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| Chester Market | Description | Unit | 2018/19 £ |
|-----------------------|-----------------------|-------------------|------------------|
| | 2 x Casual end stalls | Per stall per day | £18.00 |

| Ellesmere Port Market | Description | Unit | 2018/19 £ |
|--|--------------------|--------------------|------------------|
| - Main market is open Monday to Saturday (except Wednesday) 8am to 5pm and on Sunday and Bank Holidays 10am to 4pm | | | |
| Main Market Stalls | A1 | Per week | £30.00 |
| | A2 | Per week | £30.00 |
| | A3 | Per week | £30.00 |
| | A4 | Per week | £30.00 |
| | A5 | Per week | £30.00 |
| | A6 | Per week | £30.00 |
| | A6s | Per week | £50.00 |
| | A7 | Per week | £25.00 |
| | A8 | Per week | £25.00 |
| | A10 | Per week | £25.00 |
| | A12 | Per week | £15.00 |
| | A20 | Per week | £93.00 |
| | A21 | Per week | £25.00 |
| | A22 | Per week | £125.00 |
| A23 | Per week | £50.00 | |
| Flea Market Stalls | FA2-15 (15 stalls) | Per stall per week | £20.00 |
| | FB1-5 (5 stalls) | Per stall per week | £20.00 |
| | FB6-20 (15 stalls) | Per stall per week | £15.00 |
| | FB21 | Per week | £20.00 |
| | FB22-25 (4 stalls) | Per week | £15.00 |
| Shop Units | Unit 1 | Per month | £1,450.11 |
| | Unit 2 | Per month | £1,119.04 |
| | Units 3-4 | Per month | £1,467.24 |
| | Unit 5 | Per month | £746.03 |
| | Unit 6 | Per month | £746.03 |
| | Unit 7 | Per month | £746.03 |
| | Unit 8 | Per month | £676.91 |
| | Unit 9 | Per month | £936.26 |
| | Unit 10 | Per month | £1,119.04 |
| | Units 11/12/13 | Per month | £1,516.80 |
| | Units 14/15/16 | Per month | £1,516.80 |
| | Units 17/18/19/20 | Per month | £2,197.03 |
| | Unit 21 | Per month | £787.97 |
| | Units 22-23 | Per month | £1,168.22 |
| | Units 24-25 | Per month | £650.00 |
| | Units 26-27 | Per month | £940.43 |
| Units 28-29 | Per month | £1,419.69 | |

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| Ellesmere Port Market | Description | Unit | 2018/19 £ |
|------------------------------|--------------------|-------------|------------------|
| | Units 30/31/32 | Per month | £1,507.14 |
| | Unit 33 | Per month | £514.93 |
| | Unit 34 | Per month | £419.64 |
| | Unit 45 | Per month | £666.77 |
| | Unit 46 | Per month | £932.53 |
| | Unit 47 | Per month | £932.53 |
| | Unit 48 | Per month | £932.53 |
| | Units 49/50 | Per month | £1,430.00 |
| Shop Units | Units 51/52 | Per month | £1,333.54 |
| | Unit 53 | Per month | £1,109.33 |
| | Unit 54 | Per month | £368.33 |
| | Unit 55 | Per month | £419.64 |
| | Unit 56 | Per month | £368.33 |
| | Units 57/58/59 | Per month | £944.49 |
| | Units 60/61 | Per month | £767.00 |
| | Unit 62 | Per month | £368.33 |
| | Unit 63 | Per month | £368.33 |
| | Unit 64 | Per month | £419.64 |
| | Unit 65 | Per month | £368.33 |
| | Unit 66 | Per month | £526.89 |
| | Units 67/69 | Per month | £718.25 |
| | Unit 68 | Per month | £493.68 |
| | Units 70/72 | Per month | £594.60 |
| | Units 71/73 | Per month | £902.69 |
| | Units 74/75 | Per month | £818.31 |
| | Unit 76 | Per month | £456.95 |
| | Unit 77 | Per month | £629.46 |
| | Unit 78 | Per month | £715.74 |
| | Unit 79 | Per month | £1,160.38 |
| | Units 80/82a | Per month | £1,545.92 |
| | Unit 82b | Per month | £456.95 |
| | Unit 82c | Per month | £517.57 |
| | Unit 90 | Per month | £368.33 |
| | Unit 91 | Per month | £368.33 |
| | Units 92/93/94/95 | Per month | £1,326.73 |
| | Units 96/98/100 | Per month | £1,116.23 |
| | Unit 97 | Per month | £368.33 |
| | Unit 99 | Per month | £419.64 |
| | Units 101/103 | Per month | £818.31 |
| | Units 102/104/106 | Per month | £1,254.29 |
| | Units 105/108 | Per month | £1,008.97 |
| | Unit 107 | Per month | £629.46 |
| | Unit 109 | Per month | £1,160.68 |
| | Unit 110 | Per month | £559.52 |
| | Units 111/113 | Per month | £1,273.18 |
| | Unit 112a | Per month | £517.57 |

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| Ellesmere Port Market | Description | Unit | 2018/19 £ |
|---|---|-------------|------------------|
| | Unit 112b | Per month | £456.95 |
| | Unit 114 | Per month | £419.64 |
| | Units 115/116 | Per month | £674.92 |
| | Unit 117 | Per month | £368.33 |
| | Unit 118 | Per month | £368.33 |
| | Unit 119 | Per month | £368.33 |
| | Unit 120 | Per month | £368.33 |
| | Units 121/124 | Per month | £698.28 |
| | Units 122/123/125/126 | Per month | £1,377.96 |
| | Unit 127 (under review – may be split into smaller units) | Per month | £1,800.00 |
| Ancillary Charges – for stalls and special pitches only | Insurance | Per day | £0.30 |
| | Storage - Trolley | Per week | £3.00 |
| | Storage - Cage | Per week | £5.00 |
| | Storage - Unit | Per week | £20.00 |
| | Electric | Per day | £1.30 |
| | Promotional fund | Per day | £0.40 |
| | Promo table | Per day | £20.00 |

16. Waste Management and Streetscene Services

Bulky Waste Collection

A single item of furniture or a single electrical appliance will count as one item. In addition, sets of items such as the following will also count as just one item:

- a three piece suite
- a table and six dining chairs
- a mattress, bed base and headboard
- carpet and underlay from one room

Information and charges can be found here:

<https://www.cheshirewestandchester.gov.uk/residents/waste-and-recycling/bulky-waste-collection.aspx>

| Charge per Item | 2018/19 £ |
|--|------------------|
| Standard rate | £15 |
| Discounted rate: If in receipt of a state pension or council tax reduction (excluding single person discount). | £20 |

Additional Garden Waste Bin

| Item | Additional Information | Unit | 2018/19 £ |
|-----------------------------|--------------------------------------|-------------|------------------|
| Additional garden waste bin | One extra bin permitted per property | Per annum | £40 |

Please contact 0300 123 7026 to arrange

**Cheshire West and Chester
Fees and Charges Schedule 2018/19**

Waste Recycling Centre Permits

Information can be found here:

<https://cheshirewestandchester.gov.uk/residents/waste-and-recycling/find-a-recycling-centre/residents-waste-permit-nesson.aspx>

<https://cheshirewestandchester.gov.uk/residents/waste-and-recycling/find-a-recycling-centre/charity-permits.aspx>

Waste Management and Streetscene Fixed Penalty Notices

| Code | Description of Offence | Legislation | Unit | 2018/19 |
|------|---|--|--|--|
| A | Depositing Litter | Section 87/88 Environmental Protection Act 1990 | Per penalty if paid within 7 days | £50 |
| | | | Per penalty if paid after 7 days within 14 days of issue | £80 |
| | | | Maximum penalty on conviction | £2,500 |
| B | Failure to Comply with a Community Protection Notice | Section 48 Anti-social Behaviour, Crime and Policing Act 2014 | Per penalty if paid within 7 days | £75 |
| | | | Per penalty if paid after 7 days within 14 days of issue | £100 |
| | | | Maximum penalty on conviction | £2,500 (Individual) £20,000 (Body) |
| C | Failure to produce authority to transport waste (waste carriers licence) | Section 5/5B(2) Control of Pollution (Amendment) Act 1989 | Per penalty if paid within 7 days | No Reduction |
| | | | Per penalty if paid after 7 days within 14 days of issue | £300 |
| | | | Maximum penalty on conviction | £20,000 (or upon - conviction on indictment, an unlimited fine) |
| D | Failure to produce waste documents (waste transfer note) | Regulations made under section 34(6) and under - 34(6) /34A(2) Environmental Protection Act 1990 | Per penalty if paid within 7 days | £180 |
| | | | Per penalty if paid after 7 days within 14 days of issue | £300 |
| | | | Maximum penalty on conviction | £5,000 |
| E | Failure to comply with a waste receptacles notice | Section 46 Environmental | Per penalty if paid within 7 days | £60 |

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| Code | Description of Offence | Legislation | Unit | 2018/19 |
|------|--|---|--|----------------------------------|
| | (Household Waste) | Protection Act 1990 | Per penalty if paid after 7 days within 14 days of issue | £80 |
| | | | Maximum penalty on conviction | £1,000 |
| F | Failure to comply with a waste receptacles notice (Commercial Waste) | Section 47/47ZA(2) B Environmental Protection Act 1990 | Per penalty if paid within 7 days | £75 |
| | | | Per penalty if paid after 7 days within 14 days of issue | £110 |
| | | | Maximum penalty on conviction | £1,000 |
| H | Graffiti | Section 43, 43A and 44 Anti-Social Behaviour Act 2003 | Per penalty if paid within 7 days | £50 |
| | | | Per penalty if paid after 7 days within 14 days of issue | £80 |
| | | | Maximum penalty on conviction | £2,500 |
| I | Fly Posting | Section 43 Anti-Social Behaviour Act 2003 | Per penalty if paid within 7 days | £50 |
| | | | Per penalty if paid after 7 days within 14 days of issue | £80 |
| | | | Maximum penalty on conviction | £2,500 |
| J | Unauthorised distribution of free printed matter on designated land | Section 88 and Schedule 3A, paras. 1(1) and 7 Environmental Protection Act 1990 | Per penalty if paid within 7 days | £50 |
| | | | Per penalty if paid after 7 days within 14 days of issue | £75 |
| | | | Maximum penalty on conviction | £2,500 |
| K | Abandoning a vehicle | Section 2 and 2A (1) Refuse Disposal (Amenity) Act 1978 | Per penalty if paid within 7 days | No Reduction |
| | | | Per penalty if paid after 7 days within 14 days of issue | £200 |
| | | | Maximum penalty on conviction | £2,500 or 3 months' imprisonment |

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| Code | Description of Offence | Legislation | Unit | 2018/19 |
|------|---|---|---|------------------------------------|
| L | Fly Tipping (Lower Level) | Sections 33 & 33A Environmental Protection Act 1990 | Per penalty if paid within 10 days | £250 |
| | | | Per penalty if paid after 10 days within 14 days of issue | £400 |
| | | | Maximum penalty on conviction | £50,000 or 12 months' imprisonment |
| M | Fly Tipping (Higher Level) | Sections 33 & 33A Environmental Protection Act 1990 | Per penalty if paid within 7 days | No Reduction |
| | | | Per penalty if paid after 7 days within 14 days of issue | £400 |
| | | | Maximum penalty on conviction | £50,000 or 12 months' imprisonment |
| SM1 | Smoking in a smoke free place | Section 7 of the Health Act 2006 | Per penalty if paid within 15 days | £30 |
| | | | Per penalty if paid after 15 days within 29 days of issue | £50 |
| | | | Maximum penalty on conviction | £200 |
| SM2 | Failure to display NO-Smoking Signs | Section 6 of the Health Act 2006 | Per penalty if paid within 15 days | £150 |
| | | | Per penalty if paid after 15 days within 29 days of issue | £200 |
| | | | Maximum penalty on conviction | £1,000 |
| P1 | Ingesting, injecting, smoking or otherwise using intoxicating substances. *** | Section 67 Anti-social Behaviour, Crime and Policing Act 2014 | Per penalty if paid within 7 days | £75 |
| | | | Per penalty if paid after 7 days within 14 days of issue | £100 |
| | | | Maximum penalty on conviction | £1,000 |
| P2 | Having in your possession any open containers of | Section 67 Anti-social Behaviour, Crime and | Per penalty if paid within 7 days | £75 |

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| Code | Description of Offence | Legislation | Unit | 2018/19 |
|------|---|---|---|---------|
| | intoxicating substances. *** | Policing Act 2014 | Per penalty if paid after 7 days within 14 days of issue | £100 |
| | | | Maximum penalty on conviction | £1,000 |
| P3 | Having in your possession any item that may be used to assist in the taking of intoxicating substances | Section 67 Anti-social Behaviour, Crime and Policing Act 2014 | Per penalty if paid within 7 days | £75 |
| | | | Per penalty if paid after 7 days within 14 days of issue | £100 |
| | | | Maximum penalty on conviction | £1,000 |
| P4 | Failing to surrender any item used to assist in the taking of intoxicating substances | Section 67 Anti-social Behaviour, Crime and Policing Act 2014 | Per penalty if paid within 7 days | £75 |
| | | | Per penalty if paid after 7 days within 14 days of issue | £100 |
| | | | Maximum penalty on conviction | £1,000 |

Dog Fouling

The Cheshire West and Chester Council (Fouling of Land by Dogs) (General) Order 2017 makes it an offence not to remove any faeces deposited by your dog.

Information can be found here:

<https://cheshirewestandchester.gov.uk/residents/pests-pollution-food-safety/animal-welfare/dog-fouling.aspx>

| Description of offence | Act | Unit | 2018/19 £ |
|---|---|---------------------------------------|-----------|
| Dog Fouling The offence carries a maximum penalty of £1,000. You may be given the option of paying a fixed penalty notice. If a fixed penalty notice is accepted you also avoid a subsequent criminal record, if found guilty. | The Cheshire West and Chester Council (Fouling of Land by Dogs) (General) Order 2017. | Per penalty if paid within 7 days | £50.00 |
| | | Per penalty if paid within 14 days | £80.00 |

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17.Licenses and permits – Regulatory Services

Licences and permits

Licences and permits are required from Cheshire West and Chester Council for a number of activities within the following groups:

- Animal Licences
- Charitable Collections
- Environmental Health
- Highways (such as skips, a boards, pavement permits)
- Housing
- Leisure and Entertainment (including Gambling Act 2005 and Licencing Act 2003)
- Taxis
- Other business/trading

Information on the different types of areas where licences are needed can be found here:

<https://www.cheshirewestandchester.gov.uk/business/licensing-and-permits/a-z-of-licences.aspx>

Details of charges can be found here:

<https://www.cheshirewestandchester.gov.uk/business/licensing-and-permits/licensing-and-permits.aspx>

18.Pest control – Regulatory Services

Our experienced pest control officers can treat and remove a variety of pests. Details of services and charges can be found here:

<https://cheshirewestandchester.gov.uk/residents/pests-pollution-food-safety/pest-control.aspx>

19.Trading Standards - Regulatory Services

Food Hygiene

The Council is responsible for enforcing National and European Union food hygiene legislation in all food businesses operating within Cheshire West and Chester and regularly inspects food premises to achieve improvements in practices and procedures

All food businesses inspected and are awarded Food Hygiene Rating Score under the National Food Hygiene Scheme. This score is published on the Government's Food Standards Agency website. If you are a new or existing food business and you want to improve your Food Hygiene Rating Score you can take part in the Councils GET 5 Scheme (fee applies).

All food handlers (anyone who handles or prepares food whether unwrapped or packaged) will need to be supervised and instructed and/or trained in food hygiene matters. The Council provides accredited courses to help employers meet their Health and Safety needs in ensuring that all employees are trained, instructed or supervised to a level in line with their job. Successful candidates will receive a nationally recognised vocational qualification from the Chartered Institute of Environmental Health (CIEH).

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| Description | Unit | 2018/19 £ |
|--|------|-----------|
| Food Hygiene Rating Scheme | | |
| Food Hygiene Rating Inspection (Statutory) | Each | No charge |
| Food Hygiene Re-inspection (at business request) | Each | £150.00 |
| Replacement FHRS Door Sticker | Each | £11.50 |
| GET 5 scheme | Each | £175.00 |
| Safer Food better Business Packs | Each | £20.00 |
| Export Health Certificates | Each | £57.00 |
| Food Safety Training | | |
| Highfield ABC Level 2 Award in Food Safety in Catering | | £73.00 |
| CIEH Level 2 Award in Health and Safety in the Workplace | | £73.00 |
| CIEH Level 2 Award in Principles in Manual Handling | | £73.00 |

For more information on food hygiene and safety visit:

<https://www.cheshirewestandchester.gov.uk/business/environmental-health/food-hygiene-for-businesses/food-hygiene-for-businesses.aspx>

<https://www.cheshirewestandchester.gov.uk/business/environmental-health/food-hygiene-for-businesses/food-inspections.aspx>

<https://www.cheshirewestandchester.gov.uk/business/environmental-health/health-and-safety/training-courses/health-and-safety-accredited-t.aspx>

Petroleum and Explosives

To run a business where petrol is stored for dispensing directly into the fuel tank of an internal combustion engine or where large amounts of petrol are stored for private use, you need a licence from your local petroleum licensing authority.

Trading standards register the storage of certain explosives. Our officers carry out inspections at registered premises to ensure that explosives are stored and sold in a safe manner. If you sell or store explosives including fireworks you may be required to register or hold a licence.

More information can be found here:

<https://www.cheshirewestandchester.gov.uk/business/trading-standards/petroleum-and-explosives.aspx>

20. Housing standards (Private Sector Housing) - Regulatory Services

For a full explanation of the activities and approach undertaken by the Housing Standards Team please refer to the Private Sector Housing Enforcement protocol.

Houses in Multiple Occupation

Any property that is occupied by more than two people who are not related or living as a couple, and where rent is paid and facilities shared can be classed as a House in Multiple Occupation (HMO). A HMO can be a house or flat which is occupied by a group of students or professionals who share all the facilities, or it can be a property which is occupied by people living in bedsits and/or some self-contained flats. It can also include some guest houses, hostels and hotels. If you rent out a property as a house in multiple occupation (HMO), you may require a licence from your local authority. From 1 October 2018, HMOs with 5 or more occupants sharing amenities (irrespective of the number of floors) will require a HMO licence. From this date, Mandatory licence conditions will also stipulate

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minimum room sizes for adults and children, and sets requirements with regards to waste provision. More details can be found via Gov.uk

Information can be found here:

<https://www.cheshirewestandchester.gov.uk/residents/housing/private-rented-sector/private-landlords/houses-of-multiple-occupation-and-licensing.aspx>

Discounted rate available to landlords accredited with the Cheshire Landlord Accreditation Scheme.

| Housing Standards | Detail | Units | 2018/19 £ | |
|--|--|---|--|------------------|
| Mandatory HMO Licence / Renewal of Licence (Housing Act 2004, Part 2). Habitable room is a living room or bedroom. Charges are not subject to VAT. | For a property with up to 6 habitable rooms | Each | £520.00 | |
| | | Each – with discounted rate (10% off) | £468.00 | |
| | For a property with up to 7 habitable rooms | Each | £550.00 | |
| | | Each – with discounted rate (10% off) | £495.00 | |
| | For a property with up to 8 habitable rooms | Each | £580.00 | |
| | | Each – with discounted rate (10% off) | £522.00 | |
| | For a property with up to 9 habitable rooms | Each | £610.00 | |
| | | Each – with discounted rate (10% off) | £549.00 | |
| | For a property with up to 10 or more habitable rooms | Each | £640.00 | |
| | | Each – with discounted rate (10% off) | £576.00 | |
| | Non-Statutory Inspections | For example, UK Entry Inspection | Each | £116.00 plus VAT |
| | Housing Act Notices: Includes Improvement Notice, Emergency Remedial Action Notice, Prohibition Order, Emergency Prohibition Order and Demolition Orders NOT Deferred Action Notices Charges are not subject to VAT. | For a property with up to 6 habitable rooms | Each notice (excludes charge per room) | £434.50 |
| Charge per habitable room (capped to 10 rooms) | | Per room | £34.50 | |
| Review of suspended Housing Act 2004 Notice: Includes Suspended Improvement Notice and Suspended Prohibition Notice Charges are not subject to VAT. | | Each | £72.00 | |
| Works in default of Notice | | Each occurrence | Cost of work | |

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| Housing Standards | Detail | Units | 2018/19 £ |
|--|--|------------|--|
| Charges are not subject to VAT. | | | plus £66.50 per hour admin fee |
| Landlord Accreditation | | Each | Free of charge |
| Accredited Landlord Training - one day course | Accredited landlords or agents | Per course | £67.00 |
| | Non -accredited landlords or agents | Per course | £118.00 |
| | On-line | Per course | Free of charge |

21. Private water supply and related work - Regulatory Services

The Private Water Supplies Regulations 2016 require the Council to carry out the following activities:

- Water Supply Risk Assessment
- Sampling
- Investigation
- Grant an Authorisation

Fees: The council may charge the reasonable cost of providing the specified service subject to the statutory maximum. Charges are based on a standard officer's time from within Regulatory Services, Consumer Protection and Investigations team plus transport cost and all other overheads.

| Service | Detail | Units | 2018/19 £ |
|------------------------------|--|--------------------------|-----------|
| Risk Assessment (Note 1) | Detailed examination of the water source, collecting chambers, holding tanks, pipe work and other infrastructure to identify where possibilities of contamination of the supply might occur and how these can be removed. A typical risk assessment may take 5 hours (2 hours on site, plus 1.5 hours travel 1.5 hours and administration). The maximum fee (as determined by Regulation) for this service is £500.00 | Each assessment | £300.00 |
| Investigation | If a water sample fails the monitoring regime, an investigation into the cause of the failure will be made to identify what action is needed to improve the supply. The maximum fee (as determined by Regulation) for this service is £100.00 | Per investigatio n | £100.00 |
| Sampling Charges (Note 2) | Water sample for analysis: analysis prices are typical but there may be some variation for individual supplies. The maximum fee (as determined by Regulation) for this service is £100.00 | Per sample | £100.00 |
| | Laboratory Fee | Per sample | £28.40 |

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| Service | Detail | Units | 2018/19 £ |
|---------------------------|---|-------------------|------------------|
| Audit monitoring | Taking of sample The maximum fee (as determined by Regulation) for this service is £500.00 | Per sample | £108.00 |
| | Laboratory Fee | Per sample | £260.00 |
| Analysis of sample | Taken under Regulation 10 The maximum fee (as determined by Regulation) for this service is £25.00 | Per sample | £25.00 |
| Granting an Authorisation | In certain circumstances where a supply fails the water quality standard but the failure is of a parameter which does not cause a threat to health, the Council can grant an authorisation to exceed the water quality standard. The maximum fee (as determined by Regulation) for this service is £100.00 | Per authorisation | £100.00 |

Notes:

- 1) Risk assessments will normally be carried out by prior appointment with the 'relevant person'. Information on what needs to be inspected will be sent prior to the site visit to ensure that the 'relevant person' has the opportunity to arrange access to the various parts of the water system, clear vegetation, arrange for someone with detailed knowledge of the system to be there if appropriate etc. to give an opportunity to reduce the cost by reducing the time taken by the investigating officer.
- 2) Taking of a sample of water, normally from a consumers tap. The water will be sent for chemical and bacteriological analysis at an approved laboratory. How often samples are taken and the extent of analysis will depend on the size of the supply and the use of the water. This does not apply to a re-sample taken only to confirm an earlier result where the original sample was taken by the local authority.

Enforcement: If the council is aware of any supplier whose supply fails the standards if after informal negotiations the council are unsuccessful in bringing about a resolution, they may serve a notice under Section 80 of the Water Industries Act 1991 requiring the relevant person to carry out specified steps to make the water supply wholesome.

22.Regulatory Services - Other relevant works and discretionary services

The Regulatory Services Officer Hourly recharge rate is used to recover the cost of officer time spent in delivering other relevant work and discretionary services. The cost of the individual service will depend on the amount of officer time required and any other costs incurred to provide the service.

| Regulatory Services Officer Hourly rate | Units | 2018/19 £ |
|--|--------------------------|------------------|
| Daytime 0700-2100 | Per hour (min two hours) | £66.50 |
| Outside of 0700-2100 | Per hour (min two hours) | £83.15 |

Many statutes entitle the Local Authority to carry out works to remedy defects when not carried out by the responsible person under the terms of a statutory notice. The cost of the works/equipment required together with council officer time in procuring and supervising a remedy will be recovered in accordance with the relevant act.

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In addition, time spent investigating non-compliance under legislation will be claimed for in court costs for any case that comes before the court.

Examples include:

- Disconnection of audible intruder alarms under Environmental Protection Act 1990 s,81 (4)
- Caravan Sites and Control of Development Act 1960 s9 (3)
- Building Act 1984 s107(1)
- Public Health Act 1961 s17
- Local Government Miscellaneous Provisions Act 1982 s29
- Primary Authority Partnerships (see below)

Primary Authority Partnerships

A Primary Authority Partnership is a contract between us and your business to provide ongoing advice and support on specific areas of regulation applicable to your business. Under the Primary Authority scheme, other regulators are unable to take enforcement action where you have followed specific advice provided by us.

Primary Authority is a statutory scheme, established by the Regulatory Enforcement and Sanctions Act 2008 (the RES Act). Charging under a Primary Authority Partnership is on a cost recovery only basis i.e. we are able to recover the full cost of providing the service to you. The exact costs will be dealt with individually as each partnership is bespoke and will depend on the time and level of service agreed.

For more information on Primary Authority Partnerships:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/664316/primary-authority-overview.pdf

Discretionary Work (Non statutory) under Local Government Act 2003 s 93

In the absence of specific charging powers, the council may charge for providing discretionary work on a cost recovery basis. The cost of the service will depend on your requirements.

Examples include:

- Attendance at exhumations, issue and execution of gas warrants
- Audit report requests, Auditing, Business Coaching (plus VAT)
- Non-Statutory Food Sampling (plus VAT)
- Setting Noise Limiting Devices at Licensed Premises (plus VAT)
- Witness Statements – Third party request
- Attendance at Court – Third party request
- Information to meet commercial interest
- Requests for environmental information plus copy charges

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23. Cemetery, Crematorium and Registration Services (Births, Deaths and Marriages) – Lifetime Services

Information and fees for cemeteries and crematorium services can be found here (and fees listed below):

<https://www.cheshirewestandchester.gov.uk/residents/births-deaths-and-marriage/burials-and-cremations/burials-and-cremations.aspx>

| Cemetery and Crematorium fees | | Unit | 2018/19 £ |
|--|---|------|-----------|
| New Graves – Fees include first burial. Excludes casket burials. | | | |
| Graves at 8' (foot) | 3 burials plot | Each | £1,931 |
| | Resident child under 18 years of age | Each | No charge |
| | Non-resident | Each | £3,862 |
| Graves at 6' (foot) 6" (inches) | 2 burials plot | Each | £1,809 |
| | Resident child under 18 years of age | Each | No charge |
| | Non-resident | Each | £3,618 |
| Graves at 4' (foot) 6" (inches) | 1 burial plot | Each | £1,757.50 |
| | Resident child under 18 years of age | Each | No charge |
| | Non-resident | Each | £3,515 |
| New Baby Grave | Resident | Each | No charge |
| | Non –resident (grave price no interment charge applied) | Each | £310 |
| | New cremated remains grave and interment | Each | £775 |
| Burials in existing, purchased Graves – excludes casket burials. | | | |
| In depth for 1 | Resident | Each | £773 |
| | Non-Resident | Each | £1,546 |
| In depth for 2 burials | Resident | Each | £821.50 |
| | Non-Resident | Each | £1,643 |
| In depth for 3 burials | Resident | Each | £896.50 |
| | Non-Resident | Each | £1,793 |
| Child under 18 years of age | | Each | No charge |
| Interment of Cremated Remains | | Each | £250 |
| Casket burials (New Graves) – may be accepted only if the deceased was resident in the borough, or is a close relative of someone already buried in the cemetery, or the person arranging the burial (the applicant) is resident in the borough. | | | |
| 1 casket burial plot | Resident | Each | £3,210.50 |
| | Non-Resident | Each | £6,091 |
| 2 casket burial plot | Resident | Each | £3,295 |
| | Non-Resident | Each | £6,260 |
| 3 casket burial plot | Resident | Each | £3,495 |
| | Non-Resident | Each | £6,660 |
| Casket burials in existing, purchased graves – may be accepted only if the deceased was resident in the borough, or is a close relative of someone already buried in the cemetery, or the person arranging the burial (the applicant) is resident in the borough. | | | |
| Burial (in depth for 1 burial) | Resident | Each | £1,103 |
| | Non-Resident | Each | £1,876 |
| Burial (in depth for 2 burials) | Resident | Each | £1,151.50 |
| | Non-Resident | Each | £1,973 |
| Other Burial Fees | | | |
| Officer attendance for burial of cremated remains | | Each | £43.50 |
| Burial outside regular hours to accommodate faith requirements | | Each | £357 |

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| Cemetery and Crematorium fees | | Unit | 2018/19 £ |
|--|---|---------------------------------|----------------------|
| (additional fee) | | | |
| Additional charge for late burial | | Per occurrence | £86.50 |
| Cemetery chapel hire | | For 30 minutes | £107 |
| Public Burial | | | Price on application |
| Exhumation | | | Price on application |
| Cremation Fees | | | |
| Cremation Charge – includes 30 minute chapel service | Adult | Each | £741.50 |
| | Adult Non-resident | Each | £816 |
| | Child under 18 years of age | Each | No charge |
| Temporary storage of cremation casket (first month free) | | Per month | £34.50 |
| Purchase of cremation casket for burial | | Each | £55 |
| Chapel hire for cremation service | | For 30 minutes | £107 |
| Unscheduled over-run of cremation service (i.e. exceeds 30 minutes) | | Each 15 minutes of part thereof | £68.50 |
| Scattering of Ashes | | | |
| Cremation took place at Chester crematorium, cemetery officer witnesses scattering | | Per scattering | £38.50 |
| Cremation took place elsewhere, cemetery officer scatters cremated remains (family, friends absent) | | Per scattering | £65 |
| Cremation took place elsewhere, cemetery officer scatters cremated remains (family, friends present) | | Per scattering | £104 |
| Administrative Charges | | | |
| Transfer of Title Deed (exclusive rights of burial) | | Each | £30 |
| Duplicate copy of Title Deed | | Each | £30 |
| Prepare statutory declaration | | Each | £61.50 |
| Certified copy of extract from burial register | | Each | £13.50 |
| One search of the burial registers | | Each | £13.50 |
| Charge for alteration to initial instructions for burial or cremation | | Each | £11.50 |
| Tributes, memorials and commemorative items: | | | |
| Book of Remembrance | Two line entry | Each | £61 |
| | Three to Five line entry | Each | £121 |
| | Six to Eight line entry | Each | £157.50 |
| | Emblem with five line entry | Each | £219 |
| | Emblem with six to eight line entry | Each | £265.50 |
| | Badge / crest / shield with six to eight line entry | Each | £278 |
| Memorial inscription cards | Two line memorial card | Each | £37.50 |
| | Three to five line memorial card | Each | £49 |
| | Six to eight line memorial card | Each | £61.50 |
| | Emblem with five line entry memorial card | Each | £145.50 |
| | Emblem with six to eight line entry memorial card | Each | £169 |
| | Badge / crest / shield with six to eight line entry memorial card | Each | £182 |
| | Additional lines | Each line | £13.50 |
| Miniature booklets | Two line memorial booklet | Each | £75.50 |
| | Three to five line memorial booklet | Each | £93.50 |
| | Six to eight line memorial booklet | Each | £115 |

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| Cemetery and Crematorium fees | | Unit | 2018/19 £ |
|--------------------------------------|--|-------------|------------------|
| | Emblem with five line entry memorial booklet | Each | £191 |
| | Emblem with six to eight line entry memorial booklet | Each | £224 |
| | Badge / crest / shield with six to eight line entry memorial booklet | Each | £237 |
| | Additional lines | Each line | £13.50 |
| Memorials and tribute items | Seat with memorial plaque (space permitting) | Each | £1,172.50 |
| | Tree with memorial plaque (space permitting) | Each | £209.50 |
| | Replacement tree plaque | Each | £82 |
| | Garden wall plaque (Chester crematorium only) | Each | £286.50 |
| | Chapel wall plaque | Each | £132 |
| | Granite boulder | Each | £262.50 |
| | Sundial plaque 7' (inch) | Each | £125.50 |
| | Sundial plaque 8' (inch)) | Each | £185 |
| | Sundial plaque 10' (inch) | Each | £196 |
| After cremation commemorative items | Ornate urns | Each | £166 |
| | Heart keepsake | Each | £67.50 |
| | Casket keepsake | Each | £33.50 |
| | Sterling silver bracelet with charm | Each | £99.50 |
| | Individual charms | Each | £33.50 |
| | Silver necklace with charm | Each | £67.50 |
| Memorial mason charges | New headstone and first inscription | Each | £121 |
| | Headstone in baby section | Each | £40.50 |
| | Full kerb memorial | Each | £121 |
| | Bible, book or tablet | Each | £121 |
| | Vase | Each | £48 |
| | Replace existing memorial | Each | £60 |
| | Cleaning a memorial | Each | £16.50 |
| | Re-touch inscription | Each | £16.50 |
| | Level a memorial | Each | £16.50 |
| | Additional inscription | Each | £30.50 |
| | Memorial mason annual registration | Each | £52 |

Information and fee charges can be found here (with fees also listed below):

<https://www.cheshirewestandchester.gov.uk/residents/births-deaths-and-marriage/marriage-and-civil-partnerships/marriage-and-civil-partnership.aspx>

| Registration Services: Births, Deaths and Marriages | | Unit | 2018/19 £ |
|--|--|-------------|------------------|
| Citizenship Ceremonies | | | |
| Group Ceremony (included in Home Office fee) | | | Free of Charge |
| Private Ceremony | First applicant within a family group | Each | £42 |
| | Additional applicant within the same family member | Each | £21 |
| Civil Funerals | | | |
| Meeting with person conducting the ceremony (within Cheshire West and Chester) | At Register Office | Each | £163 |
| | At Home | Each | £215 |

**Cheshire West and Chester
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| Registration Services: Births, Deaths and Marriages | | Unit | 2018/19 £ |
|--|--|-------------|-------------------------------------|
| Scattering of Ashes | Age above 16 | Each | £77 |
| Civil funeral or Scattering of Ashes | Child aged between 1 month to 16 years | Each | Half of the adult fees listed above |
| Marriage Ceremony and Civil Partnerships | | | |
| Giving Notice of Marriage or Civil Partnership | | Each | £35 |
| Booking Fee – Registrars can be booked up to 3 years in advance for ceremonies at approved premises | Non-Refundable fee. Will be deducted from the final amount due for the ceremony. | Each | £50 |
| Registry Office Fee | Includes 1 certificate | Each | £50 |
| | Additional certificates during the ceremony – per certificate | Each | £4 |
| | Cost per certificate if generated from a current register | Each | £7 |
| | Cost per certificate ordered if generated from a closed register. | Each | £10 |
| Approved Premises Fees – for ceremonies that take place in approved premises. Fees do not include room hire or any other services. Fees to be paid approximately 5 weeks before the ceremony and include 1 certificate and the attendance of 2 registrars. | | | |
| Monday - Thursday | 8am – 6pm | Each | £321 |
| | 6pm – 7pm | Each | £361 |
| | 7pm – 10pm | Each | £371 |
| | 10pm- 8am | Each | £389 |
| Friday | 8am – 6pm | Each | £364 |
| | 6pm – 7pm | Each | £402 |
| | 7pm – 10pm | Each | £413 |
| | 10pm- 8am | Each | £430 |
| Saturday | 8am – 6pm | Each | £415 |
| | 6pm – 7pm | Each | £454 |
| | 7pm – 10pm | Each | £465 |
| | 10pm- 8am | Each | £482 |
| Sunday | 8am – 6pm | Each | £425 |
| | 6pm – 7pm | Each | £465 |
| | 7pm – 10pm | Each | £475 |
| | 10pm- 8am | Each | £493 |
| Naming Ceremony – to welcome the arrival of a new baby or the arrival of an adoptive or step child into the family. As many children as you wish can be included in the ceremony and they can be of any age. Fees include an initial meeting at the Register Office with your celebrant to discuss your individual requirements or at your home if the ceremony is to take place there. | | | |
| Booking Fee | Non-refundable. Deducted from amount due for the ceremony. | Each | £50 |
| Register Office Ceremony | Monday – Friday 10am – 4pm | Each | £104 |
| | Saturday 10am – 4pm | Each | £135 |
| Approved Venues and | Monday – Friday 10am – 4pm | Each | £177 |
| | Saturday 10am – 4pm | Each | £201 |

**Cheshire West and Chester
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| Registration Services: Births, Deaths and Marriages | | Unit | 2018/19 £ |
|---|--|-------------|--|
| Other Premises in Cheshire | Sundays and Bank Holidays 10am – 4pm | Each | £214 |
| Ceremonies in your home or garden or other venues that require a pre-visit | Monday – Friday 10am – 4pm | Each | £230 |
| | Saturday 10am – 4pm | Each | £243 |
| | Sundays and Bank Holidays 10am – 4pm | Each | £255 |
| Renewal of Marriage Vows – can be held in a Register Office or other approved locations. If you wish to choose your own location the celebrant may need to visit the location to check for suitability. Fees include an initial meeting at the Register Office with your celebrant to discuss your individual requirements or at your home if the ceremony is to take place there. | | | |
| Booking Fee | Non-refundable. Deducted from amount due for the ceremony. | Each | £50 |
| Register Office Ceremony | Monday – Friday 10am – 4pm | Each | £104 |
| | Saturday 10am – 4pm | Each | £135 |
| Approved Venues and Other Premises in Cheshire | Monday – Friday 10am – 4pm | Each | £177 |
| | Saturday 10am – 4pm | Each | £201 |
| | Sundays and Bank Holidays 10am – 4pm | Each | £214 |
| Ceremonies in your home or garden or other venues that require a pre-visit | Monday – Friday 10am – 4pm | Each | £230 |
| | Saturday 10am – 4pm | Each | £243 |
| | Sundays and Bank Holidays 10am – 4pm | Each | £255 |
| Certificates | | | |
| Birth Certificates – registration at register office needs to be completed within 42 days of the child's birth. This is free but there is a charge for certificates | Full birth certificate at the time of registration (includes parent(s) details) | Each | £4 |
| | Short birth certificate (shows only the child's name and date of birth) | Each | £4 |
| | Cost per certificate after registration if generated by from an open register (normally available for collection or posting 24 hours after receipt of application) | Each | £7 plus £2.50 if posting required |
| | Cost per certificate after registration if generated by from a closed register (normally available for collection or posting 24 hours after receipt of application) | Each | £10 plus £2.50 if posting required |
| | Cost of certificate via Fast Track (available for collection or posting within 2 hours, with the exception that any application is received after 2pm it will be processed in the following working day) | Each | £20 plus £2.50 if postage required (or £3.50 for overseas/ £7.50 for Special Delivery) |
| Death certificates – registration needs to be within 5 working days. | Death certificate (certified copy of death entry) at the time of registration | Each | £4 |
| | Cost per certificate after registration if generated by from an open register | Each | £7 plus £2.50 if posting required |
| | Cost per certificate after registration if generated by | Each | £10 plus £2.50 if |

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| Registration Services: Births, Deaths and Marriages | | Unit | 2018/19 £ |
|--|--|-------------|----------------------------|
| You will be given a certificate for burial or cremation and a certificate of registration of death. This is free but there is a charge for certificates. | from a closed register | | posting required |
| | Consideration of corrections needed on a death certificate | | Contact service to discuss |
| Approved Licences for ceremony venues – venues can only hold civil marriage or civil partnership ceremonies if they hold an approved licence to do so. Once approved the venue will be listed on the council website as well as being added to a national website which list all licensed venues in England and Wales. | | | |
| Three Year Licence | New or Renewal of Licence | Each | £582 |
| Administrative fee for a change to an existing licence | | Each | £25 |
| Change to an existing licence that requires a site visit | | Each | £97 |
| British Citizenship Services – you can use this service to ask the local authority to accept and send a British Citizenship application to the Home Office. Our specially trained and accredited staff can copy and certify applicants' relevant documents, thus enabling them to retain the originals whilst the application is being considered by the Home Office. For those that wish to also apply for a passport at the same time the Joint Citizenship and Passport Service will send your passport application to the Home Office for processing if your application for citizenship is successful. | | | |
| Nationality Document Return Service - used with online applications | Adult applicant | Each | £51 |
| | Application for Children under the age of 18 | Each | £26 |
| Joint Citizenship and Passport Service (JCAP) – used with online applications (not available to applicants using the NCS service) | Adult applicant | Each | £66 |
| | Application for Children under the age of 18 | Each | £41 |
| Nationality Checking Service (NCS) – used with paper based applications | Adult applicant | Each | £51 |
| | Application for Children under the age of 18 | Each | £26 |

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24. Adult Social Care and Health

Adult Social Care - Flat Rate Charges not Subject to Financial Assessment

| Description | | Unit | 2018/19 £ |
|---|--------------------------|---------------|-----------|
| Occasional Charges | | | |
| Adult Service User: Visiting Officer, relatives/guests of residents and flat let tenants. | 3.1.1 Overnight Stay | Per stay | £9.97 |
| | 3.1.2 Breakfast | Per breakfast | £2.51 |
| | 3.1.3 Dinner / Main Meal | Per meal | £4.37 |
| | 3.1.4 Tea / Snack | Per snack | £3.21 |
| Transport to Day Care Centres | | | |
| Community Transport | Adult Service User | One way trip | £3.00 |
| | Adult Service User | Return trip | £5.00 |

Adult Social Care - Charges which are Subject to an Assessment of Means

| Description | | Unit | 2018/19 £ |
|---|----------------------------------|-----------------|-----------|
| Community Based Services | | | |
| Home Care | | Per Hour | £15.28 |
| Day Care | | Per session | £29.69 |
| Waking Night Service | | Per night | £99.39 |
| Sleep in service (8 hour shift) | | Per 8 hr night | £69.00 |
| Sleep in service (9 hour shift) | | Per 9 hr night | £77.30 |
| Sleep in service (10 hour shift) | | Per 10 hr night | £86.00 |
| 24 hour Care Services - Internal networks | | Per 24 hrs | £243.19 |
| Telecare Services | | Per day | £1.75 |
| Residential Services | | | |
| Long / Short Stay Residential Care | Residential | Per week | £437.08 |
| | Residential Dementia | Per week | £492.10 |
| Long / Short Stay Nursing Care | Nursing | Per week | £494.33 |
| | Nursing Dementia | Per week | £515.85 |
| | Learning Disability Respite Care | Per week | £503.44 |
| Extra Care Housing | | | |
| ECH Band 1 (24hr Emergency Response service only) | | Per week | £17.59 |
| ECH Band 2 (Band 1 plus up to 5 hours care) | | Per week | £49.27 |
| ECH Band 3 (Band 1 plus up to 10 hours care) | | Per week | £112.62 |
| ECH Band 4 (Band 1 plus up to 15 hours care) | | Per week | £175.97 |
| ECH Band 5 (Band 1 plus up to 20 hours care) | | Per week | £239.32 |

Adult Social Care – Learning Disability Service

| Description | | Unit | 2018/19 £ |
|-----------------------------|-----------------------|-------------|-----------|
| Residential Services | | | |
| Residential Care | Long Stay – Standard | Per week | £355.73 |
| | Long Stay – Enhanced | Per week | £381.12 |
| | Short Stay – Standard | Per day | £50.82 |
| | Short Stay – Enhanced | Per day | £54.45 |
| Day Care | | | |
| One to One Support | | Per session | £29.69 |

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| Description | | Unit | 2018/19 £ |
|---------------------------|-------------------|-------------|-----------|
| Support to Multiple Users | | Per session | £29.69 |
| Day Care - General | Day Care Lunch | Each | £3.18 |
| | Day Care Tea | Each | £1.57 |
| | Day Care High Tea | Each | £2.17 |

Adult Social Care – Deferred payments

The deferred payments scheme allows you to put off selling your home in your lifetime to pay for your care and enter into an agreement delaying part of the cost of your care. Eligibility criteria: you need to own your own home and have less than £23,250 in your capital assets (not including your home). If you are eligible, you may want to consider a Deferred Payment Agreement when paying for residential care. The care costs need to be repaid when the agreement ends at the time the property is sold or from your estate.

| Description | Unit | 2018/19 £ |
|---|-----------|-----------|
| One off fee | Each | £459.05 |
| This rate is subject to change and is reviewed twice annually (January and July). | Per annum | 1.85 % |

25. Electoral Registers – Democratic Services

| Electoral Register | Unit | 2018/19 £ |
|------------------------|------------------------------------|-------------------------------------|
| Full | Data copy – per request | £20 +£1.50/1000 electors or part of |
| | Paper copy – per request | £10 +£5/1000 electors or part of |
| Edited | Data copy – per request | £20 +£1.50/1000 electors or part of |
| | Paper copy – per request | £10 +£5/1000 electors or part of |
| Overseas electors list | Data copy – per request | £20 +£1.50/1000 electors or part of |
| | Paper copy – per request | £10 +£5/1000 electors or part of |
| Rolling Registration | Data copy – per request per month | £20 +£1.50/1000 electors or part of |
| | Paper copy – per request per month | £10 +£5/1000 electors or part of |

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26.School Transport - Childrens Services

School Transport charges from September 2018 (September 2018- July 2019)

The Council no longer provides subsidised travel assistance for 16 + mainstream students with effect from 1/9/2014 unless student qualifies via hardship grounds. All hardship contribution levels are subject to meeting the Hardship criteria/Revenue and Benefits assessment.

Where an eligible student with an Education, Health & Care Plan (EHCP) or a medical condition attends their nearest qualifying school they are entitled to school transport free of charge. For pupils aged 5-16 this is a statutory service. For students aged 0-4 and 16+ this service is discretionary but the council are currently providing this service free of charge. However where a student is not attending their nearest qualifying school they become ineligible for this service but the Council may offer a spare seat (where one exists) to that student with a contributory charge applied. Once offered, the majority of spare seats will be guaranteed for the full academic year, however spare seats on smaller vehicles may be withdrawn if the seat is required for an eligible pupil.

Information can be found here:

<http://www.cheshirewestandchester.gov.uk/residents/education-and-learning/school-and-college-transport/spare-seats-scheme.aspx>

| Description | Contribution level | Units | 2018/19 £ |
|--|--|-----------------------------------|-----------|
| Special Educational Needs students and Medical needs students (if not attending nearest qualifying school) | Full – can be paid annually or in termly or half termly (pro-rata) instalments | Per annum | £880.00 |
| | | Instalments - Terms 1 & 2 charges | £330.00 |
| | | Instalments – Term 3 Charge | £220.00 |
| | Hardship (applies to SEND and medical needs only) | Per annum | £440.00 |
| | | Instalments - Terms 1 & 2 charges | £165.00 |
| | | Instalments – Term 3 Charge | £110.00 |
| Spare seat scheme | All spare seat pupils - can be paid annually or in termly instalments | Per annum | £880.00 |
| | | Instalments - Terms 1 & 2 charges | £330.00 |
| | | Instalments – Term 3 Charge | £220.00 |
| Replacement bus pass | All | Each | £15.00 |

27.Unauthorised School Absences – Childrens Services (Education)

Education - Unauthorised School Absence

Under section S444 of the Education Act the council has a duty to fine parents whose children have unauthorised school absences. More information can be found here:

<https://cheshirewestandchester.gov.uk/residents/education-and-learning/early-years-and-childcare/education-welfare-service/education-welfare-service.aspx>