

Proposed Fees and Charges from 1st April 2021 - Directorate of Adults Care and Health Services

Service	Category	Charge Unit	New Fee Proposed from April 2021	New Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
SOCIAL CARE SERVICES						
Whitley Wood Hostel - Respite LD Day Services	Weekday - 1:1 Bed	Night	£554.50		£10.90	2%
	1:4 Service	Day	£81.70		£1.60	2%
	1:2 Service	Day	£128.40		£2.50	2%
	1:1 Service	Day	£221.90		£4.40	2%
Maples Resource Centre (Day Care)		Day	£45.70		£0.92	2%
Day Centre Meals		Meal	£4.70	£6.00	£0.11	2%
Home Care Services - CRT	Use of Reading Borough Council services after reablement period Rate 1	Hour	£19.20		£0.42	2%
	Use of Reading Borough Council services after reablement period Rate 2	Hour	£39.10		£0.80	2%
OTHER CHARGES						
Self Funder	Set up charge	Once	£310.00		£10.00	3%
	Annual Fee	Year	£255.00		£5.00	2%
Deferred Payment Agreement (DPA)	Set-up Fees (excluding Land Registry fees, property valuation fees if required, cost of specialist legal/financial advice if required, which are recharged at actual cost to the Council on a case by case basis).	Once	£400.00		£0.00	0%
	Admin set up Fee (Other administrative set-up costs)	Once	£154.80		£3.10	2%
Deferred Payment Agreement (DPA) & Interim Funding Arrangement	Annual Fee (excluding property valuation fees, Land Registry fees, cost of specialist legal/financial advice which are recharged at actual cost to the Council on a case by case basis if required).	Year	£247.80		£4.91	2%

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
CONCESSIONARY FARES						
Concessionary Fares Replacement Pass	Market Rate	Each	£10.42	£12.50	£0.25	2.1%
Car Park Charge at Mere oak Park & Ride Site	Concession Rate	Each	£0.83	£1.00	£0.00	0.0%
Greenwave Park & Ride Bus Ticket - Return	Concession Rate	Each	N/a	N/a	N/a	N/a
Access Fee for the Reading Transport Model	Market Rate	Each	£433.33	£520.00	£10.00	2.0%
PARKS						
Mooring	Standard	24 hrs	£7.92	£9.50	£0.00	0.0%
	Standard	up to 4hrs	£3.33	£4.00	£0.00	0.0%
Allotments	Site Category A Standard	Per year Per 25 sqm	£7.80		£0.20	2.6%
	Site Category A Concession	Per year Per 25 sqm	£7.00		£0.15	2.2%
	Site Category B Standard	Per year Per 25 sqm	£5.80		£0.10	1.8%
	Site Category B Concession	Per year Per 25 sqm	£5.30		£0.10	1.9%
	Site Category C Standard	Per year Per 25 sqm	£3.90		£0.09	2.5%
	Site Category C Concession	Per year Per 25 sqm	£3.50		£0.05	1.4%
	Start Up Fees Standard	Each	£35.80		£0.90	2.6%
	Start Up Fees Your Reading Passport General	Each	£27.80		£0.70	2.6%
	Start Up Fees Your Reading Passport Concession	Each	£9.00		£0.25	2.9%
	Shed Rental	Each	£14.50		£0.40	2.8%
Chickens	Per year Per 25 sqm	£14.50		£0.40	2.8%	
HIGHWAYS						
Drainage Works	Rodding - Daytime	Each	Price on Application			
	Rodding - Out of Hours	Each				
	Jetting - Daytime	Each				
	Jetting - Out of Hours	Each				
	Cesspools & Septic Tanks	per 1000 gallons				
	CCTV Surveys	Each				
	Recovery of property from gullies	Each				
Out of Hours Call Out	Fixed fee for standby and vehicle costs	Per call out				
Accident Reclaims	Administration Fee	Each				
	Inspectors Visit	Each				
Administration Charges	Reproduction of Agreements	Each				
	Reproduction of plan	Each				
Footway Crossings	Application Fee - inc 1 visit (Council contractor)	Each				
	Application Fee (own contractor)	Each				
	Additional visit - measure etc	Each				
	Developer - 1 property	Each				
	Developer - 2 to 5 properties	Each				
Developer - 6 properties	Each					

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
HIGHWAYS						
Solicitor Enquiries	Map Reproduction	first plan	£53.40	£64.08	£1.58	2.5%
	Map Reproduction	Each additional plan	£25.00	£30.00	£1.80	6.4%
	Supervision Of Works (Project <£250k)	cost of works	Price on Application			
	Design Check & Admin (Project <£250k)	cost of works				
	Supervision Of Works (Project >£250k)	cost of works				
	Design Check & Admin (Project >£250k)	cost of works				
A-Boards	Application fee	Each	£110.00	£132.00	£0.00	0.0%
	Annual Licence fee	Each	£80.00	£96.00	£0.00	0.0%
	Recovery of A board from store	Each	£57.50	£69.00	£0.00	0.0%
Miscellaneous Income	Scaffold / Hoarding Licence Fee - Resident	Up to 4 weeks	£175.00	£210.00	-£25.20	-10.7%
	Scaffold / Hoarding Licence Fee - Commercial	Up to 4 weeks	£290.00	£348.00	N/a	N/a
	Scaffold / Hoarding Licence Fee - Renewal	Further period of up to 4 weeks.	£133.75	£160.50	£3.90	2.5%
	Stopping up of the public highway applications	Each	£820.00	£984.00	£24.00	2.5%
	S171 Licence (e.g. works on highway or store building material on the highway)	Up to 4 weeks	£415.00	£498.00	£0.00	0.0%
		each additional week or part week	£26.67	£32.00	£0.80	2.6%
	S142 Licence to plant on highway	Each	£200.90	£241.08	£5.88	2.5%
	S177 Projection over highway	Each	£415.00	£498.00	N/a	N/a
	Consenting on ordinary waterCourse	Each	£53.33	£64.00	£1.60	2.6%
	Swapouts	Each	£398.75	£478.50	£11.70	2.5%
	Application fee for access protection markings to existing footway crossings	Each	Price on Application			
	Provision of new access protection marking up to 5m long	Each				
	Provision of new access protection marking each additional metre over 5m	Metre				
	Refreshing access protection marking up to 5m long	Each				
	Refreshing access protection marking each additional metre	Metre				
Access control/Key for lockable bollard fee	Each					

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Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
STREETCARE						
Special Collections	Collection of 3 Items	Each	£50.00		£0.00	0.0%
	Your Reading Passport Concession	Each	£37.50		£0.00	0.0%
	Each additional item	Each	£8.00		£0.00	0.0%
	Fridge freezers - Domestic fridge/freezer (tall)	Each	£48.00		£0.00	0.0%
	Your Reading Passport Concession	Each	£36.00		£0.00	0.0%
	Cancellation charge (less than 3 days before collection)	Each	£11.20		£0.00	0.0%
	- Half load	1/2 load	Price on Application			
	- Full load	1 Load				
Trade Waste	Trade General sack in multiples of 50	Per 50	£142.50		£2.50	1.8%
	Trade recycling sack in multiples of 50	Per 50	£97.50		£17.50	21.9%
Waste Bins	Food Caddy replacement - Domestic	Each	£0.00		£0.00	N/A
	140 litre replacement - Domestic residual	Each	£0.00		£0.00	N/A
	240 litre new (plastic) - Domestic residual	Each	£49.70		£1.20	2.5%
	240 litre replacement - recycling (new developments)	Each	£49.70		£1.20	2.5%
	240 litre replacement - recycling (Resident)	Each	£0.00		£0.00	0.0%
	360 litre new (plastic) - Domestic	Each	£73.20		£1.80	2.5%
	1100 litre (steel) - Trade Waste	Each	Price on Application			
	1100 litre (Plastic) - Trade Waste	Each				
	Bin delivery charge - per bin	Each	£15.70		£0.40	2.6%
Green Waste	Green Waste Service Bin	Per annum	£61.50		£1.50	2.5%
	Green Waste Service Bin (Concession)	Per annum	£46.15		£1.15	2.6%
	Green Waste Service Bag	Per annum	£20.50		£0.50	2.5%
	Green Waste Service Bag (Concession)	Per annum	£15.40		£0.40	2.7%
	New/Replacement Green Waste Bin	Each	£38.95		£0.95	2.5%
	New/Replacement Green Waste Bag	Each	£12.30		£0.30	2.5%
	Bin delivery charge - per bin	Each	£15.70		£0.40	2.6%
Skip Licences	Skip permit application and first 2 weeks	Each	£80.00		£0.00	0.0%
	Skip permit fee for each additional week	Each	£36.00		£0.00	0.0%
	Labour cost (clean up team) per hour	Each	Price on Application			
	Tipping waste (transportation and disposal cost) per tonne	Each				
	Hazardous Clinical Waste Collections - per property per collection	Each	Price on Application			
	Exterior Cleansing and Graffiti Removal	Graffiti removal - call out and first hour	Each	£78.41	£94.10	£2.29
Each additional hour of graffiti removal		Each	£78.41	£94.10	£2.29	2.5%
Emergency biohazard clearance		minimum per job	Price on Application			
Machine sweeping		minimum per job + tipping				
Fly tip removal		minimum per job + tipping				
+ additional labour		minimum per job				

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HOUSING						
Temporary Accommodation Charges - B&B	One Room	Each				
	Two Room	Each				
Temporary Accommodation charges Base Rent - non B&B	One Room/One Bedroom	Each				
	Two Bedrooms	Each				
	Three Bedrooms	Each				
Temporary Accommodation charges Service Charge - non B&B	One Room/One Bedroom	Each				
	Two Bedrooms	Each				
	Three Bedrooms	Each				
Garage Rentals	Various	Each				
LIBRARIES						
Overdue Charges	Adult Book - daily (to a maximum of £10.00)	Item	£0.29		£0.01	3.6%
	Children's Book - Daily (to a maximum of £3.00)	Item	£0.12		£0.01	9.1%
	Children's CD - Story/Teen (to a maximum of £4.00)	Item	£0.12		£0.02	20.0%
	CD - SINGLE (to a maximum of £12.00)	Item	£0.50		£0.00	0.0%
	CD - Set (to a maximum of £15.00)	Item	£0.60		£0.00	0.0%
	DVD (to a maximum of £15.00)	Item	£1.20		£0.00	0.0%
Hire Charges	Children's CD - Story/Teen	21 Days	£0.00		£0.00	0.0%
	CD - Single	21 Days	£0.50		£0.00	0.0%
	CD Set 2-6	21 Days	£2.00		£0.00	0.0%
	CD Set 7+	21 Days	£3.00		£0.00	0.0%
	DVD - 1-2	7 Days	£2.50		£0.00	0.0%
	DVD Set 3-6	7 Days	£4.00		£0.00	0.0%
	DVD Set 7+	7 Days	£4.00		£0.00	0.0%
	Children's DVDS	7 Days	£1.00		£0.00	0.0%
	Audio Visual Subscription (unlimited)	per year	£50.00		£0.00	0.0%
	Children's activity Sessions	Cost recovery fee	Per child	£1.00		£0.00
All Your Reading Passport discounts are removed						
Reservations	Not in Stock	Item	£3.50		£0.50	16.7%
	In stock	Item	£0.70		£0.10	16.7%
	From the British Library	Item	£10.00		£1.00	11.1%
	Periodical Articles (+ photocopying charge per sheet)	Item	£10.00		£1.00	11.1%
Photocopies	A4	per sheet	£0.15		£0.00	0.0%
	A3	per sheet	£0.30		£0.00	0.0%
Printing from Public Computers	A4 - Black & White	per sheet	£0.15		£0.00	0.0%
	A4 - Colour	per sheet	£0.30		£0.00	0.0%
Replacement Cards	Library Card Replacement or Provision of pin for Library Card	Item	£3.00		£0.00	0.0%
Local Studies Camera Licence		per day	£5.00		£0.00	0.0%
Local Studies High Res Scanning		per image	£2.00		£0.00	0.0%
Fee for postal item lost notice		per letter	£1.00		£0.00	0.0%
Admin fee for lost/damaged stock		per item	£5.00		£0.00	0.0%

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LIBRARIES						
Overdue Charges	Toy - Small - Daily (To a max of 6.00)	Item	£0.15		£0.00	0.0%
	Toy - Large - Daily (To a max of 15.00)	Item	£0.40		£0.00	0.0%
Vocal Sets Service (RBC Residents)	Borrowing from Reading stock	Set	£5.00		£0.00	0.0%
	Overdue charges	Set	£5.00		£0.00	0.0%
Vocal Sets Service (Non-RBC Residents)	Borrowing from Reading stock	Set	£10.00		£0.00	0.0%
Orchestral Set Service	Booking fee	Set	£10.00		£3.00	42.9%
	Overdue charges	Set	£5.00		-£2.00	-28.6%
Drama Sets Service	Borrowing from Reading stock	Set	£5.00		£0.00	0.0%
	Overdue charges	Set	As per Adult Book			
Book Club Service (RBC Residents)	Annual subscription for group	Group	£20.00		£0.00	0.0%
	Borrowing from Reading stock	Set	£0.00		£0.00	0.0%
	Overdue charges	Set	As per Adult Book			
Book Club Service (Non-RBC Residents)	Annual subscription for group	Group	£30.00		£0.00	0.0%
	Borrowing from Reading stock	Set	£7.50		£0.00	0.0%
	Overdue charges	Set	As per Adult Book			
Lost (in print items)	Full cost of replacement + £5 admin fee	Item	Full cost of replacement + £5 admin fee			
Lost (out of print items)	£15 + £5 Admin fee	Item	£20.00		£0.00	0.0%
Damaged Items	Varies by item	Item	Varies by item			
Withdrawn Stock	Varies by item	Item	Varies by item			
Photocopying (serviced)	A4 black and white	Sheet	£0.50		£0.00	0.0%
Photocopying (serviced)	A4 colour	Sheet	£0.50		£0.00	0.0%
	A3 black and white	Sheet	£0.50		£0.00	0.0%
	Service charge (does not include postage)	Transaction	£6.00		£0.00	0.0%
Printing from microform	A4 print	Sheet	£1.00		£0.00	0.0%
	A3 print	Sheet	£1.00		£0.00	0.0%
Printing from microform (serviced)	A4 print	Sheet	£1.00		£0.00	0.0%
	A3 print	Sheet	£1.00		£0.00	0.0%
	Service charge (does not include postage)	Service	£5.00		£0.00	0.0%
Copies of Local Studies Images	Email	Image	£3.00		£0.00	0.0%
	Printed - glossy paper	Image	£5.00		£0.00	0.0%
Study Carrels	10:00-13:00	Session	£3.00		£1.00	50.0%
	13:00-closing time (17:00/19:00)	Session	£3.00		£1.00	50.0%
Library Display Panels		Booking	£6.00		£0.00	0.0%
Toy Library	Membership childminders/playgroups	Annual	£15.00		£0.00	0.0%
	Membership parents	Annual	£5.00		£0.00	0.0%
	Membership schools/nurseries/providers	Annual	£75.00		£0.00	0.0%
Hire Charges	Toy Small item	Item	£0.50		£0.00	0.0%
	Toy Large item	Item	£1.50		£0.00	0.0%
	Toy Large/Very large item	Item	£3.00		£0.00	0.0%
Libraries - gallery fee	Libraries	fortnight	£50.00		£0.00	0.0%
Libraries - room hire	Hire of a library space	Per Hour	£30.00		£5.00	20.0%

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Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
PRIVATE SECTOR HOUSING						
Licence for house in multiple occupancy	Band A Licence Fee (Accredited Landlord - proof required)	per application	£690.00		£0.00	0.0%
	Band B Licence Fee (Non accredited landlords)	per application	£770.00		£0.00	0.0%
	Band C Licence Fee	per application	£1,485.00		£0.00	0.0%
	Charge per additional sleeping room over 5	per application	£25.00		£0.00	0.0%
	Band A Renewal Fee	per application	£395.00		£0.00	0.0%
	Band B Renewal Fee	per application	£475.00		£0.00	0.0%
	Band C Renewal Fee	per application	£815.00		£0.00	0.0%
Non Statutory Inspection Charge	Fee HMO inspection, report, drawing up plans and assisting with the completion of the licence application form	up to 6 hours	£467.40	£560.88	£13.68	2.5%
Non Statutory Inspection Charge	Fee for non statutory inspection to provide advice and a report. Charge for up to 2 hours and does not include drawing up plans or completing HMO licence application	up to 2 hours	£155.80	£186.96	£4.56	2.5%
Administration Charges	Fee for bounced cheque, copy of notices, copy of HMO licence, landlord information pack , HMO licence register	per transaction	£29.04	£34.85	£0.85	2.5%
Provision of Factual Statement	Factual Statement	per statement	£321.16	£385.39	£9.39	2.5%
Reading Rent with Confidence Scheme	inspection of each dwelling	per application	£180.00	£216.00	£0.00	0.0%
Non Statutory Inspection Charge	Inspection and schedule of works for empty homes	up to 4 hours	£311.60	£373.92	£9.12	2.5%

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Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %	
LICENSING							
PREMISES LICENCES							
Gambling - Adult Gaming Centre Premises Licence	new	per licence					
	annual fee	per licence					
	variation	per licence					
	transfer	per licence					
	re-instatement	per licence					
	provisional statement	per statement					
	provisional statement - holder	per licence					
	copy of licence	per licence					
	notification of change	per licence					
Gambling - Betting Premises licence	new	per licence					
	annual fee	per licence					
	variation	per licence					
	transfer	per licence					
	re-instatement	per licence					
	provisional statement	per statement					
	provisional statement - holder	per licence					
	copy of licence	per licence					
	notification of change	per licence					
Gambling - Bingo Premises licence	new	per licence					
	annual fee	per licence					
	variation	per licence					
	transfer	per licence					
	re-instatement	per licence					
	provisional statement	per statement					
	provisional statement - holder	per licence					
	copy of licence	per licence					
	notification of change	per licence					
Gambling - Casino Premises licence	new	per licence					
	annual fee	per licence					
	variation	per licence					
	transfer	per licence					
	re-instatement	per licence					
	copy of licence	per licence					
	notification of change	per licence					
	Gambling - Family Entertainment Centre Premises Licence	new	per licence				
		annual fee	per licence				
variation		per licence					
transfer		per licence					
re-instatement		per licence					
provisional statement		per statement					
provisional statement - holder		per licence					
copy of licence		per statement					
notification of change		per statement					
License Fees are subject to a fundamental review and are therefore not available for publication at this point in time.							

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LICENSING						
Gambling - Track premises licence	new	per statement				
	annual fee	per statement				
	variation	per statement				
	transfer	per licence				
	re-instatement	per licence				
	provisional statement	per statement				
	provisional statement - holder	per licence				
	copy of licence	per licence				
	notification of change	per licence				
	Sex Shop Licence	Grant/Renewal of Licence	per licence			
Sex Entertainment Licence (SEV)	Grant of Licence	per licence				
	Renewal of Licence	per licence				
	Variation	per licence				
	Transfer	per licence				
Film Classification	Film Classification (local film festivals)	per 15 mins or part thereof (of the film)				
Street Trading Outside Town Centre	OUT OF TOWN - Grant/ Renewal (Fast Food)	per stall/per application				
	OUT OF TOWN - Grant/Renewal (sandwich/Ice-cream/retail food)	per stall/per application				
	OUT OF TOWN - Grant/Renewal (Non Food)	per stall/per application				
	OUT OF TOWN - Occasional (1-8 days per year) with alcohol/food trader up to 3m (Trading dates listed on licence)	up to 3 x3 m single trader stall per day				
	OUT OF TOWN - Occasional (1-8 days per year) no alcohol/food trader up to 3m (Trading dates listed on licence)	up to 3 x3 m single trader stall per day				
	OUT OF TOWN - Occasional (1-8 days per year) with alcohol/food trader up to 6 m (Trading dates listed on licence)	up to 6 x6 m single trader stall per day				
	OUT OF TOWN - Occasional (1-8 days per year) no alcohol/food trader up to 6 m (Trading dates listed on licence)	up to 6 x6 m single trader stall per day				
	OUT OF TOWN - Occasional (9-14 days per year) (Trading dates listed on licence)	Single trader				
	OUT OF TOWN - Occasional (15-45 days per year) (Trading dates listed on licence)	Single trader				
	OUT OF TOWN - Occasional (46-60 days per year) (Trading dates listed on licence)	Single trader				

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LICENSING						
Street Trading Town Centre	Town Centre - Grant/ Renewal (Broad Street)	per stall				
	Town Centre - Grant/ Renewal (Bridge Street)	per stall				
	Town Centre - Grant/ Renewal (Reading Station)	per stall				
	Town Centre - Market not under charter 1-14 days per yr	up to 3 x3 m single trader stall per day				
	Town Centre - Market not under charter 15-60 days per yr	up to 3 x3 m single trader stall per day				
	Town Centre - Market not under charter 1-14 days per yr	>over3x3m single trader stall per day				
	Town Centre - Market not under charter 15-60 days per yr	>over3x3m single trader stall per day				
	All Street Traders - Variation	per stall				
	All Street Traders - Additional Street Trading Assistant	per assistant				
	All Street Traders - fee for paying by direct debit - no other instalment system allowed	per application				
Scrap Metal	Site Licence - new/renewal	per 3 year licence				
	Collectors Licence -new/renewal	per 3 year licence				
	Variation of Site Licence /Collectors Licence	per licence				
	Simple Variation (ie. admin changes) for site Licence or Collector	per licence				
	Replacement Licence or badge for collector	per licence				
Pavement Café	Town Centre/Out of Town - Initial Charge	per annum				
	Town Centre - Plus payment per table	per annum				
	Out of Town - Plus payment per table	per annum				
Caravan Site Licence	Grant	per site				
	Transfer	per site				
	Variation	per site				
	Annual Fee (less than 10 units)	per site				
	Annual fee (less than 30 units)	per site				
	Annual fee (more than 30 Units)	per site				
	copies of site licence	per site				
Other Fees	Check & Submit Service	Each				
	Pre-application advice and site visit	Each				
	DBS Standard	per person				
	Door Safe log Book	per book				

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LICENSING						
TRANSPORT LICENCES						
Hackney Carriage	Hackney carriage Vehicle grant or renewal	per operator				
	3 Year Hackney carriage driver new/ renewal (not including disclosure fee)	per operator				
Private Hire Operators - 1 Year Grant	Each additional applicant	per operator				
	1 -3 Vehicles	per operator				
	4-10 Vehicles	per operator				
	11-40 Vehicles	per operator				
	41-100 Vehicles	per operator				
	101+ Vehicles	per operator				
Private Hire Operators - 1 Year Renewal	Each additional applicant	per operator				
	1 -3 Vehicles	per operator				
	4-10 Vehicles	per operator				
	11-40 Vehicles	per operator				
	41-100 Vehicles	per operator				
	101+ Vehicles	per operator				
Private Hire Operators - 5 Year Grant	Each additional applicant	per operator				
	1 -3 Vehicles	per operator				
	4-10 Vehicles	per operator				
	11-40 Vehicles	per operator				
	41-100 Vehicles	per operator				
	101+ Vehicles	per operator				
Private Hire Operators - 5 Year Renewal	Each additional applicant	per operator				
	1 -3 Vehicles	per operator				
	4-10 Vehicles	per operator				
	11-40 Vehicles	per operator				
	41-100 Vehicles	per operator				
	101+ Vehicles	per operator				
Private Hire Vehicle and Driver	Private Hire Vehicle grant or renewal	per application				
	Executive vehicle grant or renewal	per application				
	3 Year driver new/renewal (not including disclosure fee)	per application				
School Transport	School Transport vehicle (Class IV) vehicle	per application				
	3 year ST driver grant/renewal (not incl disclosure fee)	per application				
School Transport - 1 Year Grant	Each additional applicant	per operator				
	1 -3 Vehicles	per operator				
	4-10 Vehicles	per operator				
	11-40 Vehicles	per operator				
	41-100 Vehicles	per operator				
	101+ Vehicles	per operator				

License Fees are subject to a fundamental review and are therefore not available for publication at this point in time.

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
School Transport - 1 Year Renewal	Each additional applicant	per operator				
	1 -3 Vehicles	per operator				
	4-10 Vehicles	per operator				
	11-40 Vehicles	per operator				
	41-100 Vehicles	per operator				
	101+ Vehicles	per operator				
School Transport - 5 Year Grant	Each additional applicant	per operator				
	1 -3 Vehicles	per operator				
	4-10 Vehicles	per operator				
	11-40 Vehicles	per operator				
	41-100 Vehicles	per operator				
	101+ Vehicles	per operator				

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
LICENSING						
TRANSPORT LICENCES						
School Transport - 5 Year Renewal	Each additional applicant	per operator				
	1 -3 Vehicles	per operator				
	4-10 Vehicles	per operator				
	11-40 Vehicles	per operator				
	41-100 Vehicles	per operator				
	101+ Vehicles	per operator				
Other Charges - Vehicle	Vehicle Transfer of ownership -(admin only + issue licence)	per application				
	Replace vehicle plate (4 new tags+plate+30 mins)	per vehicle				
	temporary replacement Hackney Carriage or Private Hire Vehicle Plate	per application				
	HC Taxi livery design + 1 vehicle	per application				
	HC Livery - Additional vehicle check	per vehicle				
	HC Taxi livery renewal +1 vehicle	per application				
	<3 YEAR COMPLIANCE TEST - PH, EXEC, HC OR ST	per application				
	AGED VEHICLE CHECK - PH, ST or Executive Vehicles over age 10 years +	per vehicle				
	ULEV VEHICLE	per vehicle				
	100% ELECTRIC VEHICLE	per vehicle				
	Other Charges - Driver	Driver knowledge test	per driver			
Rescheduled new driver interview/ (no shows)		per driver				
Change of Application HC to PH or PH to HC		per application				
Replacement badge or licence (incl change of address)		per driver				
Basic DBS (PHO, STO)		per applicant				
DBS Enhanced (HC, PH, ST driver)		per driver				
Driver - Visa Expiry (2 Badges, 1 cert+admin fee)		per driver				
Other Charges - Operator	Operator logbook	Per logbook				
	Admin charge + copy of the licence	per operator				
	Copy of the licence	Per Operator				
Other Charges - General	Bounced Cheque	Each				
	Admin Charge	Each				
	Factual Statement	Each				
	Check and submit taxi application form	Each				

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Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
FOOD & SAFETY						
Courses	Level 2 Food Safety & Hygiene Course (One day)	per candidate	£74.00		£2.00	2.8%
	Level 2 Food Safety in Catering Exam- re-sit fee	per candidate	£42.00		£1.00	2.4%
	Level 2 Food Safety - replacement certificate	Each	£86.00		£2.00	2.4%
	Level 2 Food Safety & Hygiene Course - on clients premises	Each	£825.00		£22.00	2.7%
	Level 2 Food Safety & Hygiene Course - on clients premises	Each	£1,070.00		£26.00	2.5%
	Additional candidates for level 2 Course on clients premises	Each	£82.00		£2.00	2.5%
	Level 3 Supervising food hygiene & safety (min 6 candidates)	Each	£332.00		£8.00	2.5%
	Level 3 Supervising food hygiene & safety (2 or more candidates)	Each	£300.00		£8.00	2.7%
	Level 3 Supervising food hygiene & safety (up to 10 candidates)	Each	£2,640.00		£65.00	2.5%
	Preparation & delivery of bespoke Training	Each	£152.00		£4.00	2.7%
	Food Hygiene Visits	Fee for missed Food Hygiene premises inspection visit where appointment made	Each	£38.00	£45.60	£1.20
Food Hygiene Rating Scheme re-inspection		Each	£175.00	£210.00	£6.00	2.9%
Food Hygiene Miscellaneous	Fishery Product Inspections per tonne (set by statute) - 1 Euro/ £0.90	Each	£0.90		£0.00	0.0%
	Approved Cold Store inspection per hour per Officer	Each	£78.00		£0.00	0.0%
	Export Food Certificate + additional fee based on hourly rate for food inspection	Each	£165.00		£0.00	0.0%
	Fridge/Freezer thermometer	Each			£3.00	0.0%
	Condemned Food Certificate	Each	£142.00		£4.00	2.9%
	Administration Fee/Cancellation Fee	Each	£34.00		£1.00	3.0%
	Factual Statement to solicitors & others	Each	£161.00		£4.00	2.5%
	Additional documents	Each	£106.00		£3.00	2.9%
Special treatments	Single treatment Premises (premises +1 operator) One Off payment. (Fee for each treatment - cosmetic piercing, tattooist, acupuncture, electrolysis, cosmetic micro pigmentation)	per premises +1 operator	£268.00		£0.00	0.0%
	Single treatment Operator (Fee for each treatment - cosmetic piercing, tattooist, acupuncture, electrolysis, cosmetic micro pigmentation)	per operator - One Off payment	£47.00		£1.00	2.2%
	Special Treatment Operator/premises Replacement Certificate (no changes)	per certificate	£32.00		£1.00	3.2%
Safety at Sports Ground	Issue of Safety of Sports Grounds Safety Certificate/amendment to safety certificate/issue of Special Safety Certificate + newspaper advert cost + additional fee for risk based system checks. Fee invoiced quarterly.	certificate	£212.00	£254.00	£6.80	2.9%

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
PRIMARY AUTHORITY AND BUSINESS ADVICE						
Primary Authority Business Advice	Commercial property search				-£74.00	0.0%
	Mini Primary Authority fee / minimum annual PA fee	less than 7 hours advice per year	£575.00		£75.00	15.0%
	Medi Primary Authority Fee	less than 25 hours advice per year	£1,950.00		£250.00	14.7%
	Pay as You Go standing charge (PAYG)	per profession	£1,600.00		£100.00	6.7%
	Primary Authority Advice (Admin Officer)	per hour			-£64.00	0.0%
	Primary Authority Partnership advice (EHO, TSO, Lice Officer)	per hour	£78.00		£6.00	8.3%
	Primary Authority Set up fee	per business	£270.00		£20.00	8.0%
	Additional Services outside RBC (ie Wales, Fire)	per service	£156.00		£11.00	7.6%
	Emergency Primary Authority Advice	per hour	£125.00		£5.00	4.2%
Business Advice - Regulation Services	Start Up advisory /Reg Services Health Check (Option 2)	per premises	£156.00		£4.00	2.6%
	Bespoke Service (Option 3) then hourly rate	per business	£820.00		£20.00	2.5%
Business Advice	Outside a Primary Authority Partnership	per hour	£78.00		£2.00	2.6%
TRADING STANDARDS & Coroners						
Petroleum Spirits (set by statute)	Up to 2500 litres	per licence	£44.00		£0.00	0.0%
	2500-50,000 litres	per licence	£60.00		£0.00	0.0%
	Over 50,000 litres	per licence	£125.00		£0.00	0.0%
	Transfer of Licence	per licence	£8.00		£0.00	0.0%
	Petroleum Search	per search	£74.00		£0.00	0.0%
Weights and Measures Verification Fees	Technical Officer Hourly Rate	Per Hour	£36.74		£0.00	0.0%
	Weights and Measures Inspector Hourly Rate	Per Hour	£61.32		£0.00	0.0%
Explosives (Set by statute)	Licence to store explosives no min separation					
	1 year	per Licence	£109.00		£0.00	0.0%
	2 year	per Licence	£141.00		£0.00	0.0%
	3 Year	per Licence	£173.00		£0.00	0.0%
	4 Year	per Licence	£206.00		£0.00	0.0%
	5 Year	per Licence	£238.00		£0.00	0.0%
	Renewal to store explosives no minimum separation					
	1 Year	per Licence	£54.00		£0.00	0.0%
	2 Year	per Licence	£86.00		£0.00	0.0%
	3 Year	per Licence	£120.00		£0.00	0.0%
	4 Year	per Licence	£152.00		£0.00	0.0%
	5 Year	per Licence	£185.00		£0.00	0.0%
	Licence to store explosives with min separation					
	1 Year	per Licence	£185.00		£0.00	0.0%
	2 Year	per Licence	£243.00		£0.00	0.0%
	3 Year	per Licence	£304.00		£0.00	0.0%
	4 Year	per Licence	£374.00		£0.00	0.0%
	5 Year	per Licence	£423.00		£0.00	0.0%
	Renewal to store explosives with minimum separation					
	1 Year	per Licence	£86.00		£0.00	0.0%
2 Year	per Licence	£147.00		£0.00	0.0%	
3 Year	per Licence	£206.00		£0.00	0.0%	
4 Year	per Licence	£266.00		£0.00	0.0%	
5 Year	per Licence	£326.00		£0.00	0.0%	
Variation/Transfer/Replacement	per Licence	£36.00		£0.00	0.0%	
Year round to sell fireworks	per Licence	£500.00		£0.00	0.0%	
Courses British Institute of Inn keeping Awarding Body Courses		per person	£75.00		£0.00	0.0%
TRADING STANDARDS & Coroners						
Coroner (Set by Statute)	Paper copy of document under 10 pages	First 10	£5.00		£0.00	0.0%
	Additional pages	Each	£0.50		£0.00	0.0%
	Document other than email or paper	Each	£5.00		£0.00	0.0%
	Inquest transcript of not more than 360 words	Each	£6.20		£0.00	0.0%
	for a copy of 361 to 1440 words	Each	£13.10		£0.00	0.0%
	for a of the first 1440 of a document exceeding 1440 words	Each	£13.10		£0.00	0.0%
	for each 72 words after the first 1440 words or part thereof	Each	£0.70		£0.00	0.0%

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
ENVIRONMENTAL PROTECTION						
Environmental Protection & Nuisance Team	Contaminated Land/Environmental Information Request (Residents)	per hour	£43.99	£52.79	£1.29	2.5%
	Contaminated Land/Environmental Information Request (Commercial)	per hour	£63.38	£76.06	£1.86	2.5%
	Sound check consultancy	per hour	£63.38	£76.06	£1.86	2.5%
	Officer charge	per hour	£63.38	£76.06	£1.86	2.5%
Dog Warden	Statutory Stray Fee	Each			£-25.00	0.0%
	Dog picked up but not kennelled	Each	£63.55		£1.55	2.5%
	Dog picked up taken to kennels and returned to owner (new fee)	Each	£102.10		N/a	N/a
	Veterinary fees will be charged on a cost basis	Fee	At cost			
Animal Establishments	Animal Boarding annual licence (exclusive of vets' fees) Catteries and Kennels	Per Licence			£-350.00	0.0%
	Pet Shop small annual licence (exclusive of vets' fees)	Per Licence			£-168.33	0.0%
	Pet Shop large (exclusive of vets' fees) - more than 75m2	Per Licence			£-473.00	0.0%
	Pet shop/boarding/breeding licence amendment	Per Licence			£-99.75	0.0%
	small home boarder (annual fee)	Per Licence			£-91.50	0.0%
	medium home boarder (annual fee)	Per Licence			£-121.92	0.0%
	larger home boarder (annual fee)	Per Licence			£-195.67	0.0%
	small home boarder (min fee)	Per Licence			£-51.92	0.0%
	medium home boarder (min fee)	Per Licence			£-69.25	0.0%
	larger home boarder (min fee)	Per Licence			£-109.58	0.0%
	small home boarder (Pro rata fee)	Per Licence			£-7.42	0.0%
	medium home boarder (pro rata fee)	Per Licence			£-9.92	0.0%
	larger home boarder (pro rata fee)	Per Licence			£-15.67	0.0%
	small home boarder (late payment fee)	Per Licence			£-105.50	0.0%
	medium home boarder (late payment fee)	Per Licence			£-139.25	0.0%
	larger home boarder (late payment fee)	Per Licence			£-205.17	0.0%
	Animal Breeding Establishments (exclusive of vets' fees)	Per Licence			£-288.42	0.0%
	Horse Riding Establishment Licence	Per Licence			£-335.42	0.0%
	Dangerous Wild Animals Licence or Zoo Licence	Per Licence			£-370.83	0.0%
	Performing Animals Registration	Per Licence			£-463.50	0.0%
Performing Animals Licence	Per Animal Licence			£-41.17	0.0%	
LOCAL AIR POLLUTION PREVENTION AND CONTROL (LAPPC)						
Annual Subsistence Charge	Standard process Low	per Licence	£772.00		£0.00	0.0%
	Standard process Medium	per Licence	£1,161.00		£0.00	0.0%
	Standard process High	per Licence	£1,747.00		£0.00	0.0%
	Permit for Vapour Recovery Part I and Dry Cleaners L	per Licence	£79.00		£0.00	0.0%
	Permit for Vapour Recovery Part I and Dry Cleaners M	per Licence	£158.00		£0.00	0.0%
	Permit for Vapour Recovery Part I and Dry Cleaners H	per Licence	£237.00		£0.00	0.0%
	Permit for Vapour Recovery Part I & II combined L	per Licence	£113.00		£0.00	0.0%
	Permit for Vapour Recovery Part I & II combined M	per Licence	£226.00		£0.00	0.0%
	Permit for Vapour Recovery Part I & II combined H	per Licence	£341.00		£0.00	0.0%
	Vapour Recovery and other Reduced Fees L	per Licence	£228.00		£0.00	0.0%
	Vapour Recovery and other Reduced Fees M	per Licence	£365.00		£0.00	0.0%
	Vapour Recovery and other Reduced Fees H	per Licence	£548.00		£0.00	0.0%

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
PLANNING						
PLANNING - PRE APPLICATION FEES						
Level 1	Householders advice on house extensions	Each	160.00	£192.00	£3.24	1.7%
	Follow up Meetings	Each	93.00	£111.60	£2.70	2.5%
	Small business and developers: advice on building works and change of use where the floor area involved is up to 200sqm.	Each	£160.00	£192.00	£18.00	10.3%
	Follow up Meetings	Each	£93.00	£111.00	£9.00	9.4%
	Proposals for local community uses - (Free of charge for up to 200sqm)	Each	£148.60	£178.30	£4.30	2.5%
	Follow up Meetings	Each	£93.00	£111.00	£9.00	9.4%
	Advertisements	Each	£250.00	£300.00	£0.00	0.0%
	Follow up Meetings	Each	£93.00	£111.00	£3.00	3.3%
	Telecommunication installations	Each	£155.00	£186.00	£6.00	3.3%
	Follow up Meetings	Each	£93.00	£111.00	£3.00	3.3%
	Listed Building consent /conservation area consent.	Each	£148.60	£178.30	£4.30	2.5%
	Follow up Meetings	Each	£93.00	£111.00	£3.00	3.3%
	Trees and Landscaping	Each	£148.60	£178.30	£4.30	2.5%
	Follow up Meetings	Each	£93.00	£111.00	£3.00	3.3%
	Level 2	201 - 499sqm	Each	£370.00	£444.00	£12.00
500 - 1000sqm		Each	£690.00	£828.00	£24.00	3.0%
1 - 3 dwellings		Each	£370.00	£444.00	£12.00	2.8%
4 - 9 dwellings		Each	£690.00	£828.00	£216.00	35.3%
10 - 15 dwellings		Each	£860.00	£1,032.00	£30.00	3.0%
15 - 19 dwellings		Each	£1,150.00	£1,380.00	£60.00	4.5%
One Meeting included in above fee, additional Meetings charged by hour.		Each	£118.00	£114.60	£-23.40	2.6%
Level 3	Introductory Meeting fee	Each	£235.00	£282.00	£6.00	2.2%
	Development > 1,001 sqm or 20+ dwellings or other proposals	Each	By Negotiation			
	Responses to Enquiries Involving Research	Each	By Negotiation			
PLANNING ADMINISTRATION CHARGES						
Planning History Search	Where more complicated or several addresses	per application	£28.20		£0.70	2.5%
Copies of Section 106 Agreements	per agreement	per application	£28.20		£0.70	2.5%
Copies of Planning Decision Notices	A list given of decision notices required	per application	£13.50		£0.50	3.8%
	One decision notice from Microfiche slide	per application	£13.50		£0.50	3.8%
	One decision notice from Microfiche slide plus plans (all on One slide)	per application	£28.20		£3.20	12.8%
	Scanning more than One slide	per application	£28.20		£3.20	12.8%
	Plans and documents for an application that need redacting	per application	£13.50		£0.50	3.8%
Enquiries for evidence that conditions have been discharged (statutory Fee)	Householders	per application	£34.00		£0.00	0.0%
	All others	per application	£116.00		£0.00	0.0%
S106 and Community Infrastructure Levy obligation enquiries		per application	£28.20		£3.20	12.8%
Returning Invalid	Refunds processed and advice given	per application				
Tree Preservation Order Documents		per application	£28.20		£3.20	12.8%

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %	
PUBLIC CONVENIENCES							
	charge for entry to automated toilets	Each			-£0.40	0.0%	
COMMUNITY SAFETY							
Town Safe Radio Membership daytime		Annual membership	£450.00	£540.00	£0.00	0.0%	
Town Safe Associate member		Annual membership	£225.00	£270.00	£0.00	0.0%	
Town Safe External member		Annual membership	£250.00	£300.00	£0.00	0.0%	
Town Safe Night-time full membership		Annual membership	£400.00	£480.00	£0.00	0.0%	
Internal partners		Annual membership	£250.00		£0.00	0.0%	
Leisure							
Swimming							
Pool	Adult (Peak / Off Peak)	Session	£4.33	£5.20	£0.20	3.9%	
	Adult Your Reading Passport General	Session	£3.75	£4.50	£0.10	2.2%	
	Adult Your Reading Passport Concession	Session	£2.79	£3.35	£0.10	3.0%	
	Adult Your Reading Passport Concession Off Peak	Session	£0.00	£0.00	£0.00	0.0%	
	Junior / Student	Session	£2.58	£3.10	£0.10	3.3%	
	Junior / Student Your Reading Passport General	Session	£2.25	£2.70	£0.10	3.7%	
	Junior / Student Your Reading Passport Concession	Session	£0.00	£0.00	£0.00	0.0%	
	Under 3 all pools	Session	£0.00	£0.00	£0.00	0.0%	
	Holiday Swim Activity	Session	£0.83	£1.00	£0.00	0.4%	
	Family Swim Activity	Session	£10.17	£12.20	£0.30	2.5%	
	Pool Hire - Sports/community use	Meadway Pool	Per Hour	£72.17	£86.60	£2.15	2.5%
		South Reading Leisure Centre (Whole Pool)	Per Hour	£72.17	£86.60	£2.10	2.5%
South Reading Leisure Centre (Per lane)		Per Hour	£12.83	£15.40	£0.40	2.7%	
Membership Charges	Bronze Gym	per person	£14.58	£17.50	£0.50	2.9%	
	Bronze Gym Your Reading Passport	per person	£13.75	£16.50	£0.50	3.2%	
	Bronze Gym Pathway	per person	£13.75	£16.50	£0.50	3.2%	
	Silver Swim & Gym	per person	£19.17	£23.00	£0.50	2.2%	
	Silver Swim & Gym Your Reading Passport	per person	£17.50	£21.00	£0.50	2.5%	
	Silver Swim & Gym Pathway	per person	£17.50	£21.00	£0.50	2.5%	
	Silver Swim & Class	per person	£19.17	£23.00	£0.50	2.2%	
	Silver Swim & Class Your Reading Passport	per person	£17.50	£21.00	£0.50	2.5%	
	Silver Swim & Class Pathway	per person	£17.50	£21.00	£0.50	2.5%	
	Silver Gym & Class	per person	£19.17	£23.00	£0.50	2.2%	
	Silver Gym & Class Your Reading Passport	per person	£17.50	£21.00	£0.50	2.5%	
	Silver Gym & Class Pathway	per person	£17.50	£21.00	£0.50	2.5%	
	Gold Swim, Gym & Class	per person	£25.00	£30.00	£1.00	3.4%	
	Gold Swim, Gym & Class Your Reading Passport	per person	£22.92	£27.50	£1.00	3.8%	
	Gold Swim, Gym & Class Pathway	per person	£22.92	£27.50	£1.00	3.8%	
	Plat All facilities	per person	£30.00	£36.00	£1.00	2.8%	
Plat All facilities Your Reading Passport	per person	£27.50	£33.00	£1.00	3.1%		
Plat All facilities Pathway	per person	£27.50	£33.00	£1.00	3.1%		
Replacement	Single fee	per person	£4.29	£5.15	£0.15	2.9%	
Badminton	Adult	Session	£10.67	£12.80	£0.40	3.3%	
	Adult Your Reading Passport General	Session	£9.08	£10.90	£0.30	2.9%	
	Adult Your Reading Passport Concession	Session	£6.25	£7.50	£0.15	2.0%	
	Adult/Junior weekdays 9.00am - 5.00pm Your Reading Passport Concession	Session	£0.00	£0.00	£0.00	0.0%	
	Junior	Session	£5.33	£6.40	£0.25	4.0%	
	Junior Your Reading Passport General	Session	£4.58	£5.50	£0.15	2.8%	
	Junior Your Reading Passport Concession	Session	£3.21	£3.85	£0.10	2.5%	
Table Tennis	Adult	Session	£9.58	£11.50	£0.30	2.7%	
	Adult Your Reading Passport General	Session	£7.42	£8.90	£0.30	3.4%	
	Adult Your Reading Passport Concession	Session	£5.25	£6.30	£0.15	2.3%	
	Adult/Junior weekdays 9.00am - 5.00pm Your Reading Passport Concession	Session	£0.00	£0.00	£0.00	0.0%	
	Junior	Session	£4.79	£5.75	£0.75	14.9%	
	Junior Your Reading Passport General	Session	£3.75	£4.50	£0.20	4.7%	
	Junior Your Reading Passport Concession	Session	£2.67	£3.20	£0.20	6.7%	
Squash 40 minutes	Adult	Session	£9.58	£11.50	£0.30	2.7%	
	Adult Your Reading Passport General	Session	£7.92	£9.50	£0.90	10.4%	
	Adult Your Reading Passport Concession	Session	£5.75	£6.90	£0.75	12.1%	
	Adult/Junior weekdays 9.00am - 5.00pm Your Reading Passport Concession	Session	£0.00	£0.00	£0.00	0.0%	
	Junior	Session	£4.79	£5.75	£0.75	14.9%	
	Junior Your Reading Passport General	Session	£3.75	£4.50	£0.20	4.7%	
	Junior Your Reading Passport Concession	Session	£2.67	£3.20	£0.20	6.7%	

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
Leisure						
Area Hire - Sports community use	Meadway Hall Hire - Sporting booking	Per Hour	£50.00	£60.00	£2.30	4.0%
	Meadway / South Reading Leisure Centre Hall Hire - Non - Sporting Events	Per Hour	£84.17	£101.00	£2.80	2.9%
	Meadway Sports 1/2 Hall	Per Hour	£20.00	£24.00	£0.95	4.1%
	South Reading Leisure Centre Hall Hire	Per Hour	£41.67	£50.00	£2.00	4.2%
	South Reading Leisure Centre 1/2 Hall	Per Hour	£20.83	£25.00	£1.00	4.2%
	Meadway Studio Hire	Per Hour	£13.33	£16.00	£0.60	3.9%
	South Reading Leisure Centre Studio Hire	Per Hour	£30.83	£37.00	£1.50	4.2%
	Palmer Studio Hire	Per Hour	£30.83	£37.00	£1.30	3.6%
	Palmer Track/Cycle Hire	Per Hour	£40.42	£48.50	£1.50	3.2%
	Palmer Stadium Pitch Lights	Per Hour	£266.67	£320.00	£9.20	3.0%
	Palmer Stadium pitch without lights	Per Match	£176.67	£212.00	£6.50	3.2%
	Palmer event cycling / Athletics per additional out of hours	Per Match	£78.75	£94.50	£2.40	2.6%
	Palmer Adult RBC Athletics Meet	Per Hour	£61.67	£74.00	£1.90	2.6%
	Palmer Junior RBC Athletics Meet	Per Hour	£31.67	£38.00	£1.25	3.4%
	Palmer Adult Athletics Meet	Per Hour	£68.33	£82.00	£2.85	3.6%
Palmer Junior Athletics Meet	Per Hour	£35.00	£42.00	£1.00	2.4%	
Cycling / Athletics	Adult Cycling	Session	£5.17	£6.20	£0.30	5.0%
	Adult Athletics	Session	£5.17	£6.20	£0.30	5.0%
	Adult Your Reading Passport General	Session	£4.29	£5.15	£0.25	5.2%
	Adult Your Reading Passport Concession	Session	£2.83	£3.40	£0.15	4.6%
	Junior Athletic	Session	£2.50	£3.00	£0.30	11.1%
	Junior Cycling	Session	£3.17	£3.80	£0.10	2.8%
	Junior Your Reading Passport General	Session	£2.08	£2.50	£0.10	4.2%
	Junior Your Reading Passport Concession	Session	£1.50	£1.80	£0.05	2.7%
	Adult Tuesday & Thursday Cycling	Session	£5.25	£6.30	£0.30	5.0%
	Junior Tuesday & Thursday Cycling	Session	£2.63	£3.15	£0.30	10.3%
	Cycle Racing	Session	£3.42	£4.10	£0.10	2.6%
	Wheelie Fun	Session	£2.67	£3.20	£0.10	3.4%
	Everybody Active Cycling	Session	£3.00	£3.60	£0.10	2.7%
	Cycling for health	Session	£2.58	£3.10	£0.10	3.3%
	Cricket - Weekend	Adult One Off Game	Session	£135.00	£162.00	£4.70
Adult Block 10+ Games		Session	£115.00	£138.00	£3.90	2.9%
Junior One Off Game		Session	£67.50	£81.00	£2.20	2.8%
Junior Block 10+ Games		Session	£58.33	£70.00	£2.70	4.0%
Tennis	Adult Standard	Session	£5.25	£6.30	£0.15	2.3%
	Adult Your Reading Passport General	Session	£4.25	£5.10	£0.20	4.2%
	Adult Your Reading Passport Concession	Session	£0.00	£0.00	£0.00	0.0%
	Junior Standard	Session	£2.67	£3.20	£0.10	3.4%
	Junior Your Reading Passport General	Session	£2.25	£2.70	£0.10	3.7%
Junior Your Reading Passport Concession	Session	£0.00	£0.00	£0.00	0.0%	
Tennis (Artificial-turf)	Adult Standard	Session	£7.50	£9.00	£0.20	2.3%
	Adult Your Reading Passport General	Session	£6.00	£7.20	£0.20	2.9%
	Adult Your Reading Passport Concession	Session	£0.00	£0.00	£0.00	0.0%
	Junior Standard	Session	£3.75	£4.50	£0.10	2.2%
	Junior Your Reading Passport General	Session	£3.00	£3.60	£0.10	2.7%
Junior Your Reading Passport Concession	Session	£0.00	£0.00	£0.00	0.0%	
Bowls	Adult Standard	Session	£4.08	£4.90	£0.20	4.2%
	Adult Your Reading Passport General	Session	£2.75	£3.30	£0.10	3.0%
	Adult Your Reading Passport Concession	Session	£2.04	£2.45	£0.10	4.2%
	Junior Standard	Session	£2.04	£2.45	£0.10	4.2%
	Junior Your Reading Passport General	Session	£1.42	£1.70	£0.05	2.7%
	Junior Your Reading Passport Concession	Session	£1.17	£1.40	£0.05	3.2%
	Hire of woods and mats	Session	£3.25	£3.90	£0.10	2.5%

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %	
Leisure							
Football	Adult One Off Game Standard	Match	£100.83	£121.00	£2.90	2.5%	
	Adult Block 10+ Games Standard	Match	£86.25	£103.50	£2.90	2.9%	
	Adult Block 5+ Teams Standard	Match	£77.08	£92.50	£2.35	2.6%	
	Senior League discounts	Match	£20.83	£25.00	£0.45	1.8%	
	Senior League discounts	Match	£15.75	£18.90	£0.45	2.4%	
	Senior League discounts	Match	£10.50	£12.60	£0.30	2.4%	
	Junior One Off Game Standard	Match	£55.00	£66.00	£1.65	2.6%	
	Junior Block 10+ Games Standard	Match	£40.00	£48.00	£1.25	2.7%	
	Junior Block 5+ Teams standard	Match	£35.00	£42.00	£1.15	2.8%	
	Mini Soccer per Game	Match	£16.67	£20.00	£0.75	3.9%	
	Mini Soccer 10+ Games	Match	£14.17	£17.00	£0.60	3.6%	
	Mini Soccer 5+ Teams	Match	£12.58	£15.10	£0.45	3.1%	
	Australian Rules & Gaelic	One Off	Match	£91.67	£110.00	£4.40	4.2%
Block 10+ Games		Match	£75.83	£91.00	£3.00	3.4%	
5-a-side football	Adult Peak - single	Per Hour	£46.67	£56.00	£1.80	3.3%	
	Adult Peak - Block	Per Hour	£38.75	£46.50	£1.33	2.9%	
	Junior Peak - single	Per Hour	£24.17	£29.00	£0.45	1.6%	
	Junior Peak - Block	Per Hour	£20.42	£24.50	£0.71	3.0%	
Casual Fitness	Adult - Peak Training	Session	£6.83	£8.20	£0.20	2.4%	
	Adult - Peak Training Your Reading Passport General	Session	£6.00	£7.20	£0.20	2.9%	
	Adult - Peak Training Your Reading Passport Concession	Session	£4.46	£5.35	£0.15	3.0%	
	Junior/Student - Peak Training	Session	£3.42	£4.10	£0.10	2.6%	
	Junior/Student - Peak Training Your Reading Passport General	Session	£3.00	£3.60	£0.10	2.7%	
	Junior/Student - Peak Training Your Reading Passport Concession	Session	£2.25	£2.70	£0.10	3.7%	
	Junior/Student Fitness Session	Session	£3.42	£4.10	£0.10	2.6%	
Courses	Junior Swimming 30 mins	Per Lesson	£5.50	£6.60	£0.15	2.2%	
	Junior Swimming 30 mins Your Reading Passport General	Per Lesson	£5.29	£6.35	£0.15	2.4%	
	Adult Swimming 30 mins	Per Lesson	£6.42	£7.70	£0.20	2.7%	
	Adult Swimming 30 mins Your Reading Passport General	Per Lesson	£6.17	£7.40	£0.20	2.8%	
	Trampoline 1hr	Per Lesson	£6.13	£7.35	£0.20	2.8%	
	Trampoline 1hr Your Reading Passport General	Per Lesson	£5.75	£6.90	£0.25	3.8%	
	Gymnastics 1hr	Per Lesson	£6.17	£7.40	£0.25	3.5%	
	Gymnastics 1hr Your Reading Passport General	Per Lesson	£5.75	£6.90	£0.25	3.8%	
	Gymnastics (Pre School) 45mins	Per Lesson	£5.13	£6.15	£0.15	2.5%	
	Badminton	Per Lesson	£5.83	£7.00	£0.25	3.6%	
	Badminton Your Reading Passport General	Per Session	£5.42	£6.50	£0.15	2.4%	
	Cardio Care 1hr General	Per Session	£3.83	£4.60	£0.10	2.2%	
	Cardio Care 1hr Your Reading Passport	Per Session	£3.58	£4.30	£0.10	2.4%	
	Cardio Care Course 6wk	Per Session	£21.58	£25.90	£0.60	2.4%	
	Cardio Care Course 6 wk Your Reading Passport	Per Session	£21.25	£25.50	£0.60	2.4%	
	Cardio Care Course 5wk	Per Session	£18.00	£21.60	£0.50	2.4%	
	Cardio Care Course 5 wk Your Reading Passport	Per Session	£17.75	£21.30	£0.55	2.7%	
	Administration charge for registration on to Courses Direct Debit	One Off	£3.67	£4.40	£0.11	2.4%	
	Group Training Sessions	Class A	Session	£6.42	£7.70	£0.20	2.7%
		Class B	Session	£5.58	£6.70	£0.15	2.3%
		Class C	Session	£4.83	£5.80	£0.15	2.6%
		Class D	Session	£4.58	£5.50	£0.15	2.8%
		Class E	Session	£3.83	£4.60	£0.10	2.2%
Class F		Session	£3.21	£3.85	£0.10	2.5%	
Pool Party		Session	£75.00	£90.00	£4.00	4.6%	
Tots		Session	£56.67	£68.00	£2.00	3.0%	
Disco		Session	£60.83	£73.00	£1.50	2.1%	
Cycling		Session	£94.17	£113.00	£3.00	2.7%	

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
Leisure						
3G Hire	South Reading Leisure Centre 3G pitch (full)	Per Hour	£146.67	£176.00	£8.00	4.8%
	South Reading Leisure Centre 3G pitch (half)	Per Hour	£73.33	£88.00	£4.00	4.8%
	South Reading Leisure Centre 3G Pitch (quarter)	Per Hour	£36.67	£44.00	£2.00	4.8%
Tennis	South Reading Leisure Centre	Per Hour	£5.25	£6.30	£0.30	5.0%
Parties	Soft Play	Session	£69.17	£83.00	£3.00	3.7%
	Bouncy Castle (Half Hall)	Session	£69.17	£83.00	£3.00	3.7%
	Sporty	Session	£104.17	£125.00	£5.00	4.2%
	Pool Inflatable	Session	£112.50	£135.00	£5.00	3.8%
	Traditional Pool	Session	£69.17	£83.00	£3.00	3.7%
Club Charges	Reading Athletics Club	Session	£36.25	£43.50	£1.50	3.6%
	Reading Road Runners Friday	Session	£28.75	£34.50	£1.15	3.5%
	Reading Road Runners Wednesday	Session	£49.17	£59.00	£1.90	3.3%
	Reading Track Cycle	Session	£33.33	£40.00	£1.20	3.1%
	Palmer Park Velo Club Use	Session	£17.50	£21.00	£0.60	2.9%
	Palmer Park Velo Club Event	Session	£24.17	£29.00	£1.00	3.6%
	Aikido	Session	£20.00	£24.00	£1.35	5.9%
MUSEUM						
School Sessions	(Session, loan, membership, talk etc)	per event	£150.00	£180.00	£1.20	0.7%
Welcome and wow talks	(Session, loan, membership, talk etc)	per event	£40.00	£48.00	£6.00	14.3%
Membership 5 boxes RBC non academy		membership	£389.00	£466.80	£4.80	1.0%
Membership 3 boxes RBC non academy		membership	£335.00	£402.00	£6.00	1.5%
Membership 5 boxes academy schools		membership	£412.00	£494.40	£0.00	0.0%
Membership 3 boxes RBC academy		membership	£357.00	£428.40	£0.00	0.0%
Membership 5 boxes non RBC schools		membership	£459.00	£550.80	£0.00	0.0%
Membership 3 boxes non rbc schools		membership	£409.00	£490.80	£0.00	0.0%
Individual box loan		per box	£45.00	£54.00	£0.00	0.0%
Curious curator packs and welcome and wow talks		per occasion			£35.00	0.0%
Reminiscence		membership	£95.00	£114.00	£6.00	5.6%
Museum introduction		per occasion	£50.00	£60.00	£6.00	11.1%
Talks - Booked privately		per talk	£80.00	£96.00	£6.00	6.7%
Long talks - booked privately		per talk	£150.00	£180.00	£0.00	0.0%
photography/filming		per image/hour	From £17.50			
Archaeology		per deposit	From £117	From £140.40		
Corporate loans		membership	£1,000.00	£1,200.00	£0.00	
Family activities		per event	from £2			
Talks - Public		per event	£5.00		£0.00	
BERKSHIRE ARCHEOLOGY						
Charges for provision of Historic Environment Record data to commercial users	Berkshire Archaeology, DENS	Per Hour	£47.00	£56.40	£3.60	6.8%
ARTS VENUES						
Reading Arts - per transaction postage fee for ticket bookings	Across all price points for tickets available from Reading Arts and Venues	Per Transaction	£1.67	£2.00	£0.25	14.4%
Reading Arts - Membership scheme for The Hexagon	Charged at the discretion of customers, and along the booking pathway.	Per Transaction	£29.17	£35.00	£1.40	4.2%

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
BUSINESS DEVELOPMENT						
Lamp Column Banner Advertising (Broad Street West)	Single (3 months)	each	£750.00	£900.00	£0.00	0.0%
	Renewal (additional 3 months)	each	£650.00	£780.00	£0.00	0.0%
	Pair (3 Months)	each	£1,300.00	£1,560.00	£0.00	0.0%
	Renewal (additional 3 months)	each	£1,000.00	£1,200.00	£0.00	0.0%
	Single (6 months)	each	£1,300.00	£1,560.00	£0.00	0.0%
	Renewal (additional 6 months)	each	£1,000.00	£1,200.00	£0.00	0.0%
	Pair (6 months)	each	£2,300.00	£2,760.00	£0.00	0.0%
	Renewal (additional 6 months)	each	£2,000.00	£2,400.00	£0.00	0.0%
Roundabout Advertising	Imperial Way - A33	each	£6,000.00	£7,200.00	£0.00	0.0%
	Castle Street - IDR	each	£6,000.00	£7,200.00	£0.00	0.0%
	Caversham Road - Richfield Ave	each	£5,200.00	£6,240.00	£0.00	0.0%
	Chatham Street - IDR	each	£8,000.00	£9,600.00	£0.00	0.0%
	Forbury Reservation	each	£2,000.00	£2,400.00	£0.00	0.0%
	Forbury / Kenavon Drive	each	£4,500.00	£5,400.00	£0.00	0.0%
	Hartland / Northumberland	each	£4,000.00	£4,800.00	£0.00	0.0%
	Honiton / Northumberland	each	£2,000.00	£2,400.00	£0.00	0.0%
	Norcot / Oxford Road	each	£8,000.00	£9,600.00	£0.00	0.0%
	Liebenrood / Tilehurst Rd	each	£3,600.00	£4,320.00	£0.00	0.0%
	Queens Road reservation	each	£2,000.00	£2,400.00	£0.00	0.0%
	Vastern / Caversham road	each	£3,600.00	£4,320.00	£0.00	0.0%
	Vastern / Forbury Road	each	£4,500.00	£5,400.00	£0.00	0.0%
	Vastern / George Street	each	£8,000.00	£9,600.00	£0.00	0.0%
	Whitley / Christchurch	each	£4,000.00	£4,800.00	£0.00	0.0%
	Whitley Wood Lane/Road	each	£4,000.00	£4,800.00	£0.00	0.0%
	Circuit / Southcote Lane	each	£2,000.00	£2,400.00	£0.00	0.0%
	Southcote Lane / Virginia Way	each	£3,000.00	£3,600.00	£0.00	0.0%
	Gillette Way / Rosekiln	each	£4,000.00	£4,800.00	£0.00	0.0%
		Discretionary discount <25%				
Welcome to Reading Signage	Single 12 months	each	£1,200.00	£1,440.00	£0.00	0.0%
	Single 6 months	each	£800.00	£960.00	£0.00	0.0%
	All 6 months	each	£3,600.00	£4,320.00	£0.00	0.0%
	All 12 months	each	£6,000.00	£7,200.00	£0.00	0.0%
TOWN HALL						
Reading Arts - per transaction postage fee for ticket bookings	Across all price points for tickets available from Reading Arts and Venues	Per Transaction	£1.67	£2.00	£0.25	14.4%
Reading Arts - Membership scheme for The Hexagon	Charged at the discretion of customers, and along the booking pathway.	Per Transaction	£29.17	£35.00	£1.40	4.2%
Concert Hall Room Hire	Room Hire	Day	From £2300	£2,760.00		
Concert Hall plus Tech package	Room Hire & Equipment	Day	£3,560.00	£4,272.00		
Victoria Hall Room Hire	Room Hire	Half Day/Day	From £525	£630.00		
Waterhouse Chamber Hire	Room Hire	Half Day/Day	From £220	£264.00		
Soane Space	Room Hire	Half Day/Day	From £190	£228.00		
Jane Austen/Oscar Wilde	Room Hire	Half Day/Day	From £92.50	£111.00		
Marcus Adams	Room Hire	Day	From £87.50	£105.00		
Concert Hall Daily Delegate Rate	Catering & room Hire	Day	From £47.5	£57.00		
TOWN HALL						
Victoria Hall Daily Delegate Rate	Catering & room Hire	Half Day/Day	£26.00	£31.20		
Waterhouse Daily Delegate Rate	Catering & room Hire	Half Day/Day	£31.00	£37.20		
Jane Austen/Oscar Wilde Daily Delegate Rate	Catering & room Hire	Half Day/Day	£31.00	£37.20		
Soane Space Daily Delegate Rate	Catering & room Hire	Half Day/Day	£25.00	£30.00		
Lectern PA Hire	Equipment	Day	£90.00	£108.00	£6.00	5.9%
PA Hire	Equipment	Day	£75.00	£90.00	£18.00	25.0%
Microphone Hire	Equipment	Day	£67.50	£81.00	£3.00	3.8%
Tech time	Equipment	Per hour	£32.50	£39.00	£3.00	8.3%
Monitor Hire	Equipment	Day	£45.00	£54.00	£6.00	12.5%
Additional Projector Screen	Equipment	Day	£20.00	£24.00	£2.40	11.1%
LCD Projector	Equipment	Day	£62.50	£75.00	£3.00	4.2%
Laptop Hire	Equipment	Day	£62.50	£75.00	£3.00	4.2%
Piano Hire	Equipment	Day	£100.00	£120.00	£48.00	66.7%
Piano Tuned	Equipment	Day	£110.00	£132.00	£12.00	10.0%
Lectern Hire	Equipment	Day	£17.50	£21.00	£2.40	12.9%
Flip Chart	Equipment	Each	£17.50	£21.00	£1.00	5.0%
Speaker phone	Equipment	Day	£35.00	£42.00	£2.40	6.1%
Display Board	Equipment	Day	£35.00	£42.00	£6.00	16.7%
Dance Floor	Equipment	Day	£100.00	£120.00	£30.00	33.3%
Pads & Pens	Equipment	Per person	£4.00	£4.80	£0.60	14.3%
Photocopies	Equipment	Each	£0.15	£0.18	£0.03	15.4%
Late Bar	Equipment	Event	£150.00	£180.00	£30.00	20.0%
Serving Staff	Equipment	Per hour	£20.00	£24.00	£1.20	5.3%

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
Security Staff	Equipment	Per hour	£22.50	£27.00	£2.00	8.0%
DJ	Equipment	Per event	£450.00	£540.00	£30.00	5.9%
Stage - Victoria Hall	Equipment	Day	£87.50	£105.00		

Proposed Fees and Charges from 1st April 2021 - Directorate of Economic Growth & Neighbourhood Services

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
BERKSHIRE RECORDS OFFICE						
Copy certificates (baptism, burial, pre 1837 marriage)		Each	£11.67	£14.00	£0.00	0.0%
Copy certificates (post 1837 marriage)		Each	£9.17	£11.00	£0.00	0.0%
Reprographics		Each	£1.67	£2.00	£0.00	0.0%
Self Service Photos		Each	£0.83	£1.00	£0.00	0.0%
Self-Service Printouts		Each	£0.83	£1.00	£0.00	0.0%
Digital Photos		Each	£8.33	£10.00	£0.00	0.0%
Restoration Service		Half Hour	£13.33	£16.00	£0.00	0.0%
Research		Half Hour	£13.33	£16.00	£0.00	0.0%
Research		Per Hour	£26.67	£32.00	£0.00	0.0%
MODERN RECORDS						
Records Storage	Storage of records by box	Per Box	£9.00	£10.80	£0.00	0.0%
PLAY SERVICES						
School Support	1:1 Support Session	Per hour	£32.50		£0.98	3.1%
	Lunchtime Support Session	Per hour	£25.00		£1.89	8.2%
	STEPS - Travel Project	Per hour	£54.00		£1.47	2.8%
Hire	Equipment Hire - Large	per Session	£110.00		£4.94	4.7%
	Equipment Hire - Medium	per Session	£86.00		£1.95	2.3%
	Equipment Hire - Small	per Session	£54.00		£1.47	2.8%
Staff Support	0-5 Staff Support	Per hour	£17.00		£0.82	5.1%
Events	Play in the Park	per Session	£4.00		£0.85	27.0%
	Mini Kickers	Per hour	£2.50		£0.40	19.0%
	Walking Football	Per hour	£4.50		£0.30	7.1%
	Holiday Events	per Session	£7.00		£0.70	11.1%
Discretionary	Archery for over 50's	per Session	£8.00		£1.17	17.1%
	Team building	per Session	£70.00		£1.71	2.5%
Holiday Clubs Age range 4- 12	8:30am to 1pm	per Session	£10.00	£12.00	£1.00	9.1%
	1pm to 5:30pm	per Session	£10.00	£12.00	£1.00	9.1%
	9am to 3:30pm	per Session	£15.00	£18.00	£1.00	5.9%
	8:30am to 5:30pm	per Session	£20.00	£24.00	£2.00	9.1%
After School Club	Regular Session (single)	per child	£10.00	£12.00	£1.00	9.1%
	Regular Session (siblings)	per child	£9.00	£10.80	£2.00	22.8%
	Short Session (single)	per child	£7.50	£9.00	£1.00	12.4%
	Short Session (siblings)	per child	£6.75	£8.10	£1.70	26.6%

Proposed Fees and Charges from 1st April 2021 - Directorate of Resources

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
BEREAVEMENT SERVICES						
Reading Crematorium						
Cremation Fee Cremation of the remains of:	Stillborn child or child under 18 years of age (includes use of chapel, strewing of any cremated remains or the provision of a container and medical referees fee)	Each			£0.00	0.00%
	A person aged 18 years and over (includes strewing of cremated remains or the provision of a container and medical referee's fee). Including Environmental Levy 30min service, 45 min time slot	Each	£850.00		£20.00	2.41%
Cremation Fee	A person aged 18 years and over (includes strewing of cremated remains or the provision of a container and medical referee's fee). Including Environmental Levy 30 min service, 45 time slot	Each	£645.00		£15.00	2.38%
	Cremation Fee without service including environmental levy (DIRECT Crem)	Each	£305.00		£5.00	1.67%
	Memorial service or service of double length in addition to usual cremation or interment fee	Each	£420.00		£10.00	2.44%
	Witness Direct Cremation	Each	£425.00		£5.00	1.19%
	Saturday Surcharge	Each	£430.00		£15.00	3.61%
	Sunday/ Bank Holiday Surcharge	Each	£620.00		£20.00	3.33%
	Public Health Cremation Fee including environmental levy	Each	£600.00		£0.00	0.00%
	Strewing of cremated remains	Remains received from another Crematorium	Each	£95.50		£3.00
Retention of remains on temporary deposit per month after the first month for a maximum of three months		Each	£86.00		£1.00	1.18%
To witness the strewing of remains		Each	£45.00		£1.50	3.45%
Unwitnessed strewing of remains		Each	£45.00		£1.50	3.45%
Certified extract from register		Each	£39.00		£0.50	1.30%
Book of remembrance	Two-line entry	Each	£67.71	£81.25	£2.25	2.86%
	Five-line entry	Each	£112.92	£135.50	£4.00	3.05%
	Five-line entry with illuminated capital	Each	£170.83	£205.00	£6.00	3.02%
	Five-line entry with floral motif, service badge etc.	Each	£191.25	£229.50	£6.50	2.92%
	Eight-line entry	Each	£152.50	£183.00	£5.00	2.81%
	Eight-line entry with illuminated capital	Each	£213.33	£256.00	£7.50	3.02%
	Eight-line entry with floral motif, service badge etc.	Each	£276.25	£331.50	£9.50	2.95%
	Full coat of arms 5-8 lines	Each	£352.50	£423.00	£12.00	2.92%
	Extra Lines upto a maximum of 11	Each	£25.21	£30.25	£0.75	2.56%
Remembrance card	Copy of a two-line entry	Each	£41.25	£49.50	£1.00	2.05%
	Copy of a five-line entry	Each	£69.58	£83.50	£1.50	1.83%
	Copy of a five-line entry with any type of motif	Each	£136.00	£163.20	£3.20	2.00%
	Copy of an eight-line entry	Each	£97.50	£117.00	£2.00	1.74%
	Copy of an eight-line entry with any type of motif	Each	£151.67	£182.00	£3.20	1.79%
Memorial vase and tablet	Purchase of vase and tablet	Each	£230.00	£276.00	£3.00	1.10%
	Renewal for period of 10 years	Each	£300.00		£6.00	2.04%
Memorial plaques	Replacement single plaque	Each	£85.42	£102.50	£3.00	3.01%
	Replacement single plaque with motif	Each	£102.50	£123.00	£4.00	3.36%

Proposed Fees and Charges from 1st April 2021 - Directorate of Resources

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
	Lease of single plaque space for 10 years *Fees are doubled in the case of a 12" x 4" double plaque	Each	£195.00		£4.00	2.09%
	Renewal of lease for baby plaque	Each	£23.50		£0.50	2.17%
	Photo Cameo on Plaque additional cost (added to normal plaque cost)	Each	£83.33	£100.00	£3.00	3.09%

Proposed Fees and Charges from 1st April 2021 - Directorate of Resources

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
BEREAVEMENT SERVICES						
Reading Crematorium						
Hall of Memory Tree Leaf	Lease for 5 years renewal	Each	£72.00		£1.50	2.13%
	Replacement leaf	Each	£60.42	£72.50	£2.00	2.84%
Memorial Tree	Provision of Tree, Surround and stem plaque	Each	£416.25	£499.50	£14.50	2.99%
	Lease for 10 years	Each	£620.00		£12.00	1.97%
Memorial bench	Replacement Bench	Each	£608.33	£730.00	£20.00	2.82%
	Lease for a 10 years	Each	£700.00		£15.00	2.19%
	Replacement plaque for tree or bench	Each	£129.58	£155.50	£4.50	2.98%
Wall Plaque	Purchase of memorial granite wall plaque	Each	£141.67	£170.00	£2.50	1.50%
	Lease of space for memorial granite wall plaque	Each	£300.00		£6.00	2.04%
Relocating plaque	Moving of Memorial Plaque to new location	Each	£52.50	£64.00	£2.00	1.61%
Administrative	Administration Fee	Each	£53.33	£64.00	£2.00	3.21%
Memorial Bed Garden	Replacement plaque and surround	Each	£416.25	£499.50	£14.50	2.99%
	Lease fee for 10 years	Each	£620.00		£12.00	1.97%
Birdbath Memorial Plaques	Replacement Plaque (row 1)	Each	£94.17	£113.00	£2.00	1.81%
	Replacement Plaque (row 2)	Each	£134.58	£161.50	£2.00	1.25%
	Replacement Plaque (row 3)	Each	£187.50	£225.00	£2.50	1.12%
	Replacement Plaque (row 4)	Each	£256.67	£308.00	£4.00	1.32%
	Replacement Plaque (row 5)	Each	£322.50	£387.00	£4.00	1.04%
	Renewal of Lease (10 years)	Each	£300.00		£6.00	2.04%
Sanctums	Granite Tablet (no motif)	Each	£370.83	£445.00	£13.00	3.01%
	Lease for further 25 years	Each	£690.00		£20.00	2.99%
Baby Grave Galvanised Sculpture	Plaque for baby grave	Each	£115.42	£138.50	£4.00	2.98%
	Replacement plaque	Each	£67.08	£80.50	£0.00	0.00%
Reading Cemetery						
Henley Road, Reading Cemetery, Caversham Cemetery - Exclusive rights of burial in earth graves (including certificates of grant)	For the exclusive right of burial for 75 years in an earth grave 9 feet by 4					
	Section B	Each	£2,410.00		£70.00	2.99%
	Section D	Each	£1,926.00		£56.00	2.99%
	Section G & Mayfield Traditional	Each	£1,500.00		£55.00	3.81%
	* For details of the locations of Sections B, D and G please call at the Cemetery office to					
	b) The lawn or park Cemetery in an earth grave 9 feet by 4 feet	Each	£1,075.00		£30.00	2.87%
	d) Desk Vase Tablet cremated remains plot for 2 set of ashes	Each	£570.00		£17.00	3.07%
e) Grave purchased/ reserved for future use (trebled if out of borough)	Each	£540.00		£15.00	2.86%	
* Please note the charges payable for exclusive right of burial in any grave or vault will be trebled in the case of any person who was not an inhabitant						

Proposed Fees and Charges from 1st April 2021 - Directorate of Resources

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
BEREAVEMENT SERVICES						
Reading Cemetery						
Henley Road, Reading Cemetery, Caversham Cemetery - Exclusive rights of burial in earth graves (including certificates of grant)	*Extension to lease for exclusive rights of burial for 10yrs period on lawn graves	Each	£215.00		£5.00	2.38%
	*Extension to lease for exclusive rights of burial for 15 yrs period on lawn graves	Each	£275.00		£5.00	1.85%
	*Extension to lease for exclusive rights of burial for 25yrs period on lawn graves	Each	£420.00		£10.00	2.44%
	*Extension to lease for exclusive rights of burial for 10 yrs period on traditional graves	Each	£285.00		£5.00	1.79%
	*Extension to lease for exclusive rights of burial for 15 yrs period on traditional graves	Each	£355.00		£5.00	1.43%
	*Extension to lease for exclusive rights of burial for 25yrs period on traditional graves	Each	£585.00		£10.00	1.74%
Vaulted or walled graves	Charges to be individually agreed with the Cemeteries Manager according to size and depth of graves where an exclusive right of burial has been					
Burials	Dig Fee to be claimed from Children's Funeral Fund (CFF) for interment of Stillborn to <5 years old.	Each	£120.00		£0.00	0.00%
	Dig Fee to be claimed from CFF for interment of a child aged 5-17yrs old	Each	£260.00		£0.00	0.00%
	c) If the body is that of a person aged 18 years or over	Each	£840.00		£25.00	3.07%
	d) Cremated remains in an existing grave or a cremated remains plot	Each	£145.00		£5.00	3.57%
	Dig Fee to be claimed from CFF for interment of cremated remains stillborn to <5 years old	Each	£15.50		£0.50	3.33%
	Dig Fee to be claimed from CFF for interment of cremated remains of a child aged 5-17yrs old	Each	£33.00		£1.00	3.13%
	f) Cremated Remains returned from elsewhere for Burial	Each	£50.50		£1.50	3.06%
	g) For any burial below 6 feet in depth an additional charge will be made per burial	Each	£297.00		£9.00	3.13%
	Additional depth for child under 18	Each	£182.00		£0.00	0.00%
Common grave	In a grave where an exclusive right of burial has not been granted:					
	a) If the body is that of a stillborn child or under 5 years old	Each	£0.00		£0.00	0.00%
	b) If the body is that of a person over 5 years old	Each	£144.50		£4.50	3.21%
	c) If the body is that of a person aged 18 years or over (Public Health)	Each	£840.00		£25.00	3.07%
* The charge payable for burials in any grave where no exclusive right of burial has been granted will be doubled in the case of any person who was not an inhabitant of the Borough						
Monuments, Gravestones, Tablets and Stone kerbs	For the right to erect any gravestone or monument on a grave space:					
	a) Traditional	Each	£290.50		£8.50	3.01%
	b) Lawn, Park and Mayfield Cemetery	Each	£202.00		£6.00	3.06%
	c) Park cremated remains section flat stone & DVT's	Each	£74.50		£2.00	2.76%
	f) Cremated Remains Headstone Section	Each	£74.50		£2.00	2.76%
Other fees and charges	Transfer of grant of exclusive right of burial	Each	£76.67	£92.00	£2.00	2.23%
	Search Fee - up to 4 records per enquiry	Each	£13.75	£16.50	£0.50	3.15%
	Search Fee - for 1 record	Each	£4.08	£4.90	£0.15	3.00%
	Exhumation of Cremated Remains	Each	£266.00		£8.00	3.10%
	Use of chapel prior to burial for stillborn child or a child under 18 years old	Each	£67.00		£2.00	3.08%
	Chapel Fee Prior to a Burial for person over 18 years old	Each	£425.00		£5.00	1.19%
	Administration Fee for Public Health Funeral	Each	£231.67	£278.00	£8.00	2.96%

Proposed Fees and Charges from 1st April 2021 - Directorate of Resources

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
	Charge for provision of a Quran grave	Each	£840.00		£25.00	3.07%
	Bench Maintenance (Powerwash and treatment with teak oil)	Each	£70.83	£85.00	£2.50	3.03%
	Removal of trees from plots	Each				0.00%
	Grave Maintenance	Each	£70.83	£85.00	£2.50	3.03%

Proposed Fees and Charges from 1st April 2021 - Directorate of Resources

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
BEREAVEMENT SERVICES						
Reading Cemetery						
Webcast Services	Live Webcast (upto 20 viewers)	Each	£29.17	£35.00	£0.00	0.00%
	Live+On-Demand Webcast for up to 28 days and downloadable	Each	£41.25	£49.50	£0.50	1.03%
	Physical copy of Webcast recording on DVD, blu-ray or USB memory stick and audio cd	Each	£46.67	£56.00	£1.50	2.75%
	Additional Physical copy CD, DVD, Blu-ray or USB	Each	£22.29	£26.75	£0.75	2.86%
Visual Tributes	Single Photo	Each	£11.58	£13.90	£0.40	2.93%
	Slideshow (up to 25)	Each	£35.62	£42.75	£1.25	3.01%
	Photo Tribute (up to 25)	Each	£63.96	£76.75	£2.25	3.03%
	Additional 25 photos	Each	£21.46	£25.75	£0.75	3.02%
	Photos & Video Tribute (up to 2 minutes)	Each	£83.25	£99.90	£2.90	2.99%
	Self Build Checking	Each	£18.75	£22.50	£0.50	2.29%
	Additional Time for tributes etc:				£0.00	0.00%
	DVD of Pro Photo tribute only	Each	£22.29	£26.75	£0.75	2.86%
	Physical Copy of Webcast recording including the Pro Photo Tribute on DVD, Memory Stick, Blu-ray	Each	£66.88	£80.25	£2.25	2.89%
	Downloadable copy of Pro Photo tribute	Each	£11.25	£13.50	£0.50	3.88%
Extra Work required on tributes	Each	£22.29	£26.75	£0.75	2.86%	
Reading Cemetery	*NO NEW GRAVE SPACE AVAILABLE. Charges for burials into existing graves and all other fees and charges are the same as for Henley Road Cemetery.					
Caversham Cemetery	*NO NEW GRAVE SPACES AVAILABLE. Charges for burials into existing graves and all other fees and charges are the same as for Henley Road Cemetery.					

Proposed Fees and Charges from 1st April 2021 - Directorate of Resources

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
REGISTRATION SERVICE						
Registration Service	Notice of marriage or partnership	Per Person	£35.00	£35.00	£0.00	0.00%
Registration Service (Twice monthly - Tuesday Am only)	Registrar's attendance at Register Office marriage or civil partnership	Per couple	£46.00	£46.00	£0.00	0.00%
Registration Service	Registrar's attendance at outside church	Per couple	£90.00	£90.00	£0.00	0.00%
Registration Service	Attendance at place of detention or house for notice of marriage or partnership	Per couple	£300.00	£300.00	£0.00	0.00%
Certificates	Registration Certificate at first time of registering the event	Per Certificate	£11.00	£11.00	£0.00	0.00%
	Express Service Replacement Certificate	Per Certificate	£35.00	£35.00	£0.00	0.00%
	Replacement certificate Closed Register -Postal/Telephone/web Incl. admin fee	Per Certificate	£11.00	£11.00	£0.00	0.00%
REGISTRATION SERVICE						
Correction Fee	Correction completed by Register office	Per correction	£75.00	£75.00	£0.00	0.00%
	Correction referred to GRO		£90.00	£90.00	£0.00	0.00%
	Amendment to birth record with 12 months of registration		£40.00	£40.00	£0.00	0.00%
Foreign Divorce admin fee	The administration of foreign divorces when giving notice of marriage or CP.	Per Person	£75.00	£75.00	£0.00	0.00%
Citizenship Ceremonies	Individual Citizenship Ceremony at The Town Hall (up to max of 10 people)	Per Person	£98.83	£120.00	£5.00	3.13%
	Friday & Saturday Individual Citizenship Ceremony at the Town Hall (up to max of 10 people)	Per Person	£137.50	£164.00	£5.00	3.77%
Approved Premises Marriages - (9am to 5pm)	Monday to Thursday (9am to 5pm)	Per Couple	£330.00	£395.00	£5.00	1.54%
	Friday & Saturday (9am to 5pm)	Per Couple	£380.00	£455.00	£5.00	1.33%
	Sunday & Bank Hols (9am to 5pm)	Per Couple	£409.17	£490.00	£5.00	1.24%
Approved Premises Marriages - After 5pm (Min of 2 -3 staff required. Registrar to conduct the	Venue: Monday to Thursday	Per Couple	£330.00	£395.00	£5.00	1.54%
	Venue: Friday & Saturday	Per Couple	£384.00	£460.00	£4.00	1.05%
	Venue: Sunday & Bank Hols	Per couple	£417.50	£499.00	£4.00	1.21%
New Ceremony Room: Reading Museum & Town Hall (Marriages / Civil Partnerships) (Only to 4pm as Town Hall closes) (Min of 2 -3 staff required. Registrar to conduct the	Monday to Thursday	Per Couple	£135.33	£162.00	£2.00	1.50%
	Friday & Saturday	Per Couple	£225.50	£270.00	£3.00	1.35%
	Sunday & Bank Hols	Per Couple	£409.17	£490.00	£5.00	1.24%
Renewal of Vows & Baby Naming (1 member of staff required)	Monday to Thursday	Per Ceremony	£132.00	£158.00	£2.00	1.54%
	Friday & Saturday	Per Ceremony	£160.50	£192.00	£3.00	1.90%
	Sunday & Bank Hols	Per Ceremony	£187.33	£224.00	£4.00	2.18%
Approval of venues for marriages or Civil Partnerships (up to 2 rooms)	Renewal of marriage or Civil Partnership licence	Per Venue	£1,416.67	£1,700.00	£0.00	0.00%
Administrative fee	For services offered on a Saturday such as Notices of Marriage	Per Person	£18.95	£22.75	£0.25	1.07%
	Changes to booking	Per Person	£18.95	£22.75	£0.25	1.07%

Proposed Fees and Charges from 1st April 2021 - Directorate of Resources

Service	Category	Charge Unit	New Fee from April 2021	Fee including VAT	Increase/ (decrease)	Increase/ (decrease) %
GIS - MAPPING						
Street Naming & Numbering	New addresses	Each	£46.00	£55.20	£0.00	0.00%
	New streets	Each	£264.00	£316.80	£0.00	0.00%
LEGAL SERVICES						
Right to Buy	Engrossment Fee (Freehold)	Per Transfer	£70.00	£84.00	£6.00	7.69%
	Engrossment Fee (Leasehold)	Per Lease	£80.00	£96.00	£6.00	6.67%
Requisition (LLC1) Postal	Search using LLC1 form only	per search	£30.00	£36.00	£0.00	0.00%
***Standard Enquiries (CON29) Postal	Search using CON29 form only	per search	£83.00	£99.60	£0.00	0.00%
Full Search LLC1 and CON29	Search using LLC1 and CON29 form	per search	£113.00	£135.60	£0.00	0.00%
Copy documents	Copy document	per request	£25.00	£30.00	£0.00	0.00%
INCOME & RECOVERY						
Council Tax Summons Cost		Per summons issued	£111.00		-£3.00	-2.63%
Business Rates Summons Cost		Per summons issued	£157.00		-£3.00	-1.88%
Civil Penalties Housing Benefits		per case identified	£50.00		£0.00	0.00%
Civil Penalties Council Tax		per case identified	£70.00		£0.00	0.00%
DEMOCRATIC SERVICES						
Admission Appeals - Charge per appeal		per admission appeal heard	£200.00	£240.00	£0.00	0.00%
School Exclusion Review Hearing		per review heard	£650.00	£780.00	£0.00	0.00%
Admission Appeals - Admin Charge	Withdrawn/ Settled (W/S) Appeals	per admission appeal W/S after papers circulated	£50.00	£60.00	£0.00	0.00%
CUSTOMER SERVICES						
Blue Badges (New & Renewals)	Disabled Parking Badge	Each	£10.00		£0.00	0.00%
COMMUNICATIONS						
Event pitch fee	Charity	Per event	£20.00	£24.00	£0.00	0.00%
Event pitch fee	Charity with 10% early bird discount	Per event	£18.00	£21.60	£0.00	0.00%
Event pitch fee	RBC affiliated charity	Per event	£10.00	£12.00	£0.00	0.00%
Event pitch fee	RBC affiliated charity with 10% early bird discount	Per event	£9.00	£10.80	£0.00	0.00%
Event pitch fee	Community	Per event	£30.00	£36.00	£0.00	0.00%
Event pitch fee	Community with 10% early bird discount	Per event	£27.00	£32.40	£0.00	0.00%
Event pitch fee	Commercial	Per event	£100.00	£120.00	£0.00	0.00%
Event pitch fee	Commercial with 10% early bird discount	Per event	£90.00	£108.00	£0.00	0.00%
Event pitch fee	Food trader	Per event	£150.00	£180.00	£0.00	0.00%
KENNET DAY NURSERY						
Over 2 yrs - RBC		Daily rate (2 sessions)			-£48.03	N/A
Under 2yrs - RBC		Daily rate (2 sessions)			-£50.30	N/A
Over 2 yrs - Non RBC		Daily rate (2 sessions)			-£51.66	N/A
Under 2yrs - Non RBC		Daily rate (2 sessions)			-£53.89	N/A
3 yrs and over - RBC		Daily rate (2 sessions)	£49.44		£49.44	N/A
Under 3 yrs - RBC		Daily rate (2 sessions)	£51.44		£51.44	N/A
3 yrs and over - Non RBC		Daily rate (2 sessions)	£54.24		£54.24	N/A
Under 3 yrs - RBC		Daily rate (2 sessions)	£56.24		£56.24	N/A
* AM or PM sessions are charged at half the daily rate.						
* Siblings are entitled to a £2 per day reduction						
* Grant Funding available for children a term after their 3rd birthday						
LEARNING AND WORKFORCE DEVELOPMENT						
Training	Places on training for school staff (1 day)	per place	£67.82		£1.82	2.75%
	Places on training for PVI sector	per place	£33.91		£0.91	2.75%