

Proposed Fees and Charges from 1st April 2019 - Directorate of Resources

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New 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	810.00		25.00	3.18%
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 20 min service, 30 time slot	Each	615.00		20.00	3.36%
	Cremation Fee without service including environmental levy (DIRECT Crem)	Each	505.00		15.00	3.06%
	Memorial service or service of double length in addition to usual cremation or interment fee	Each	304.00		9.00	3.05%
	Saturday & Evening Surcharge	Each	335.00		10.00	3.08%
	Public Health Cremation Fee including environmental levy	Each	580.00		15.00	2.65%
Strewing of cremated remains	Remains received from another Crematorium	Each	88.50		3.00	3.51%
	Retention of remains on temporary deposit per month after the first month for a maximum of three months	Each	82.50		2.50	3.13%
	To witness the strewing of remains	Each	42.00		1.50	3.70%
	Unwitnessed strewing of remains	Each	42.00		1.50	3.70%
Certified extract from register		Each	37.00		2.00	5.71%
Book of remembrance	Two-line entry	Each	63.33	76.00	3.49	4.82%
	Five-line entry	Each	105.00	126.00	5.00	4.14%
	Five-line entry with illuminated capital	Each	160.00	192.00	8.50	4.63%
	Five-line entry with floral motif, service badge etc.	Each	179.00	214.80	9.30	4.53%
	Eight-line entry	Each	142.92	171.50	8.00	4.90%
	Eight-line entry with illuminated capital	Each	199.58	239.50	12.00	5.27%
	Eight-line entry with floral motif, service badge etc.	Each	260.00	312.00	15.00	5.05%
	Full coat of arms 5-8 lines	Each	332.08	398.50	19.00	5.01%
Extra Lines upto a maximum of 11	Each	23.58	28.30	0.79	2.88%	
Remembrance card	Copy of a two-line entry	Each	39.17	47.00	2.00	4.45%
	Copy of a five-line entry	Each	66.25	79.50	3.00	3.92%
	Copy of a five-line entry with any type of motif	Each	129.17	155.00	6.00	4.03%
	Copy of an eight-line entry	Each	92.50	111.00	4.50	4.23%
	Copy of an eight-line entry with any type of motif	Each	145.00	174.00	7.50	4.50%
Memorial vase and tablet	Purchase of vase and tablet	Each	221.00	265.20	13.20	5.24%
	Renewal for period of 10 years	Each	285.00	285.00	8.50	3.07%
Memorial plaques	Bronze memorial single plaque (includes fee for plaque and fee for 10 year lease of plaque space)	Each	265.25	281.30	13.30	4.96%
	Replacement single plaque	Each	80.25	96.30	4.80	5.25%
	Single plaque with motif (includes plaque fee and fee for 10 year lease of plaque space)	Each	281.25	300.50	14.00	4.89%
	Replacement single plaque with motif	Each	96.25	115.50	5.50	5.00%
	Lease of single plaque space for 10 years *Fees are doubled in the case of a 12" x 4" double plaque	Each	185.00	185.00	8.50	4.82%
	Renewal of lease for baby plaque	Each	22.20	22.20	0.70	3.26%
	Photo Cameo on Plaque additional cost (added to normal plaque cost)	Each	78.67	94.40	4.40	4.89%
Hall of Memory Tree Leaf	Aluminium plaque and intial 5 year lease	Each	124.67	136.00	6.00	4.62%
	Lease for 5 years renewal	Each	68.00	68.00	3.00	4.62%
	Replacement leaf	Each	56.67	68.00	3.00	4.62%
Memorial Tree	Provision of Tree, Surround and stem plaque	Each	390.00	468.00	23.00	5.17%
	Renewal of Lease for further 10 years	Each	590.00	590.00	28.00	4.98%

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Memorial bench	Memorial bench (for a period of 10 years)	Each	1,241.00	1,356.00	48.00	3.67%
	Replacement Bench	Each	575.00	690.00	28.00	4.23%
	Renewal of Lease for a further 10 years	Each	666.00	666.00	20.00	3.10%
	Replacement plaque for tree or bench	Each	122.08	146.50	6.49	4.64%
Wall Plaque	Memorial granite wall plaque	Each	373.00	447.60	21.60	5.07%
	Purchase of memorial granite wall plaque	Each	131.00	157.20	7.20	4.80%
	Lease of space for memorial granite wall plaque	Each	285.00	285.00	8.50	3.07%
	Moving of Memorial Plaque to new location	Each	50.00	60.00	3.00	5.26%
Administrative	Administration Fee	Each	50.00	60.00	4.00	7.14%
Memorial Bed Garden	Memorial bed including 1 Memorial plaque + 10 year lease	Each	980.00	1,058.00	50.50	5.01%
	Replacement plaque and surround	Each	390.00	468.00	22.50	5.05%
	Lease renewal fee for further 10 years	Each	590.00	590.00	28.00	4.98%
Birdbath Memorial Plaques	Small Bird bath Plaque (row 1) in central Square + 10 yr	Each	375.00	393.00	13.50	3.56%
	Replacement Plaque (row 1)	Each	90.00	108.00	5.00	4.86%
	small Bird bath Plaque (row 2) in central Square + 10 yr	Each	414.00	439.80	15.30	3.60%
	Replacement Plaque (row 2)	Each	129.00	154.80	6.80	4.60%
	Medium Bird bath Plaque(row 3) in Central Square + 10 yr lease	Each	465.00	501.00	18.50	3.83%
	Replacement Plaque (row 3)	Each	180.00	216.00	10.00	4.85%
	medium Bird bath Plaque(row 4) in Central Square + 10 yr lease	Each	531.00	580.20	22.70	4.07%
	Replacement Plaque (row 4)	Each	246.00	295.20	14.20	5.05%
	Large Bird bath Plaque (row 5) in Central Square + 10 yr lease	Each	595.00	657.00	21.50	3.38%
	Replacement Plaque (row 5)	Each	310.00	372.00	13.00	3.62%
Sanctums	Sanctum for 2 sets cremated remains 25 yr lease	Each	1,030.00	1,102.00	109.00	10.98%
	Replacement Granite (no motif)	Each	360.00	432.00	89.00	25.95%
	Renewal Lease for further 25 years	Each	670.00	670.00	20.00	3.08%
Baby Grave Galvanised Sculpture	Plaque for baby grave	Each	112.08	134.50	4.50	3.46%
	Replacement plaque	Each	67.08	80.50	2.50	3.20%
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 feet:					
	Section B	Each	2,270.00		90.00	4.13%
	Section D	Each	1,814.00		72.00	4.13%
	Section G & Mayfield Traditional	Each	1,400.00		55.00	4.09%
	* For details of the locations of Sections B, D and G please call at the Cemetery office to see the plan					
	b) The lawn or park Cemetery in an earth grave 9 feet by 4 feet	Each	1,010.00		40.00	4.12%
	d) Desk Vase Tablet cremated remains plot for 2 set of	Each	536.00		21.00	4.08%
	e) Grave purchased/reserved for future use	Each	505.00		20.00	4.12%
	* 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 of the Borough at the time of their death					
	*Extension to lease for exclusive rights of burial for 25yrs	Each	375.00		15.00	4.17%
*Extension to lease for exclusive rights of burial for 25yrs period on traditioanl graves	Each	515.00		25.00	5.10%	
Vaulted or walled graves	Charges to be individually agreed with the Cemeteries Manager according to size and depth of graves where an exclusive					
Burials	a) If stillborn or <5 yrs old	Each	56.00		2.00	3.70%
	b) If aged between 5 - 17 years old	Each	140.00		5.00	3.70%
	c) If the body is that of a person aged 18 years or over	Each	790.00		30.00	3.95%
	d) Cremated remains in an existing grave or a cremated remains plot	Each	135.00		6.00	4.65%
	Cremated remains 5-17 yrs	Each	31.00		1.00	3.33%
	cremated remains stillborn to 5 yrs	Each	-		0.00	0.00%
	f) Cremated Remains returned from elsewhere for Burial	Each	47.00		2.00	4.44%
	g) For any burial below 6 feet in depth an additional charge will be made per burial	Each	280.00		10.00	3.70%
	Additional depth for child under 18	Each	176.00		6.00	3.53%

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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%
	b) If the body is that of a person over 5 years old	Each	135.00		6.00	4.65%
	c) If the body is that of a person aged 18 years or over (Public Health)	Each	780.00		25.00	3.31%
* The charge payable for burials in any grave where no exclusive right of burial has been granted will be doubled in the						
Monuments, Gravestones, Tablets and Stone kerbs	For the right to erect any gravestone or monument on a grave space:					
	a) Traditional	Each	273.00		10.00	3.80%
	b) Lawn, Park and Mayfield Cemetery	Each	190.00		7.00	3.83%
	c) Park cremated remains section flat stone & DVT's	Each	70.00		2.50	3.70%
	f) Cremated Remains Headstone Section	Each	70.00		2.50	3.70%
Other fees and charges	Transfer of grant of exclusive right of burial	Each	66.67	80.00	4.01	5.27%
	Search Fee - up to 4 records per enquiry	Each	12.50	15.00	1.25	11.11%
	Exhumation of Cremated Remains	Each	250.00		10.00	4.17%
	Use of chapel prior to burial for stillborn child or a child under 18 years old	Each	62.00		2.00	3.33%
	Chapel Fee Prior to a Burial for person over 18 years old	Each	304.00		19.00	6.67%
	Administration Fee for Public Health Funeral	Each	225.00	270.00	10.00	3.84%
	Charge for provision of a Quran grave	Each	790.00		25.00	3.27%
	Bench Maintenance (Powerwash and treatment with teak oil)	Each	69.17	83.00	3.00	3.75%
	Removal of trees from plots	Each	69.17	83.00	3.00	3.75%
	Grave Maintenance	Each	69.17	83.00	3.00	3.75%
	Webcast Services	Live Webcast (upto 20 viewers)	Each	27.50	33.00	0.00
Additional Viewers (per 10)		Each	Service Ended			
Live+On-Demand Webcast for up to 28 days and downloadable		Each	39.58	47.50	0.00	0.00%
Physical copy of Webcast recording on DVD, blu-ray or USB memory stick and audio cd		Each	43.75	52.50	0.00	0.00%
Webcast CD Audio		Each	Service Ended			
Additional Physical copy CD, DVD, Blu-ray or USB		Each	20.83	25.00	(10.01)	(28.59%)
Webcast Digital Download		Each	Service Ended			
Visual Tributes	Single Photo	Each	10.83	13.00	0.00	0.00%
	Slideshow (up to 25)	Each	33.33	40.00	0.00	0.00%
	Photo Tribute (up to 25)	Each	60.00	72.00	0.00	0.00%
	Additional 25 photos	Each	20.83	25.00	0.00	0.00%
	Photos & Video Tribute (up to 2 minutes)	Each	78.33	94.00	3.00	3.30%
	Self Build Checking	Each	16.67	20.00	0.00	0.00%
	Additional Time for tributes etc:					
	DVD of Visual Tribute only	Each	Service Ended			
	DVD of Pro Photo tribute only	Each	20.83	25.00	0.00	0.00%
	Webcast DVD with Visual Tribute	Each	Service Ended			
	Physical Copy of Webcast revording including the Pro Photo Tribute on DVD, Memory Stick, Blu-ray	Each	64.58	77.50	0.00	0.00%
	Downloadable copy of Pro Photo tribute	Each	10.83	13.00	0.00	0.00%
	Extra Work required on tributes	Each	20.83	25.00	0.00	0.00%
	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					

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REGISTRATION SERVICE						
Registration Service	Notice of marriage or partnership	Per Person	35.00		0.00	0.00%
Registration Service	Registrar's attendance at Register Office marriage or civil	Per couple	46.00		0.00	0.00%
Registration Service	Registrar's attendance at outside church	Per couple	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		0.00	0.00%
Certificates	Registration Certificate at first time of registering the event	Per Certificate	11.00		0.00	0.00%
	Express Service Replacement Certificate	Per Certificate	35.00		0.00	0.00%
	Replacement certificate Closed Register -Postal/Telephone/web Incl. admin fee	Per Certificate	11.00		(0.75)	(6.38%)
Citizenship Ceremonies	Individual Citizenship Ceremony at Yeomanry House (up to max of 30 people)	Per Person	93.33	112.00	6.00	5.66%
	Friday & Saturday Individual Citizenship Ceremony at Yeomanry House (up to max of 30 people)	Per Person	129.17	155.00	5.00	3.34%
Nationality Checking	Joint Citizenship and passport checking	Per Person	Service Ended			
Immigration services	EU Passport Return Service	Per Person	20.83	25.00	3.00	13.64%
Approved Premises Marriages - (9am to 5pm)	Monday to Thursday (9am to 5pm)	Per Couple	322.50	387.00	8.00	2.11%
	Friday & Saturday (9am to 5pm)	Per Couple	375.00	450.00	0.00	0.00%
	Sunday & Bank Hols (9am to 5pm)	Per Couple	404.17	485.00	0.00	0.00%
Approved Premises Marriages - After 5pm	Venue: Monday to Thursday	Per Couple	325.00	390.00	0.00	0.00%
	Venue: Friday & Saturday	Per Couple	380.00	456.00	0.00	0.00%
	Venue: Sunday & Bank Hols	Per couple	412.50	495.00	0.00	0.00%
Attendance in Yeomanry Suite	Monday to Thursday	Per couple	Service Ended			
	Friday & Saturday	Per couple	Service Ended			
	Sunday & Bank Hols	Per Couple	Service Ended			
New Ceremony Room: Reading Museum & Town Hall	Monday to Thursday	Per Couple	128.33	154.00	6.00	4.05%
	Friday & Saturday	Per Couple	216.67	260.00	10.00	4.00%
	Sunday & Bank Hols	Per Couple	404.17	485.00	0.00	0.00%
Renewal of Vows & Baby Naming	Monday to Thursday	Per Ceremony	128.33	154.00	5.00	3.35%
	Friday & Saturday	Per Ceremony	155.00	186.00	6.00	3.33%
	Sunday & Bank Hols	Per Ceremony	180.00	216.00	6.00	2.86%
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%
National Checking Service	Adult	Per Person	Service Ended			
	Child	Per Person	Service Ended			
Administrative fee	For services offered on a Saturday such as Notices of	Per Person	18.33	22.00	1.00	4.74%
	Changes to booking	Per Person	18.33	22.00	1.00	4.74%
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	65.00	78.00	0.00	0.00%
	Engrossment Fee (Leasehold)	Per Lease	75.00	90.00	0.00	0.00%
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	6.00	4.63%
Copy documents	Copy document	per request	25.00	30.00	0.00	0.00%

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INCOME & RECOVERY						
Council Tax Summons Cost		Per	114.00		0.00	0.00%
Business Rates Summons Cost		Per summons issued	160.00		0.00	0.00%
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%
CUSTOMER SERVICES						
Blue Badges (New & Renewals)	Disabled Parking Badge	Each	10.00		0.00	0.00%
LEARNING AND WORKFORCE DEVELOPMENT						
Training	Places on training for school staff (1 day)	per place	66.00		0.00	0.00%
	Places on training for PVI sector	per place	33.00		0.00	0.00%

Proposed Fees and Charges from 1st April 2019 - Directorate of Adults Care and Health Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
LEARNING DISABILITY SERVICES						
Whitley Wood Hostel - Respite (External)	Weekday - 1:1 Bed	Night	532.95		10.45	2%
	Weekday - 1:4 Bed	Night	241.25		4.75	2%
	Weekend - 1:1 Bed	Night	645.15		12.65	2%
	Weekend - 1:4 Bed	Night	291.75		5.75	2%
Whitley Wood Hostel - Respite (Internal)	Weekday - 1:1 Bed	Night	437.50		8.62	2%
	Weekday - 1:4 Bed	Night	192.20		3.80	2%
	Weekend - 1:1 Bed	Night	533.05		10.45	2%
	Weekend - 1:4 Bed	Night	333.55		6.55	2%
Day Services (External)	1:6 Service	Day	61.75		1.25	2%
	1:4 Service	Day	78.55		1.55	2%
	1:2 Service	Day	123.45		2.45	2%
	1:1 Service	Day	213.20		4.20	2%
Day Services (Internal)	1:6 Service	Day	44.60		0.90	2%
	1:4 Service	Day	56.80		1.13	2%
	1:2 Service	Day	93.45		1.84	2%
	1:1 Service	Day	166.75		3.27	2%
	RBC Resident	Day	43.90		0.90	2%
OLDER PEOPLE SERVICES						
Non-Reading Borough Council Resident		Day	43.90		0.90	2%
Day Centre Meals		Meal	4.50	5.40	0.00	0%
Home Care Services	Use of Reading Borough Council services after reablement period	Hour	18.41		0.45	2%
	Use of Reading Borough Council services after reablement period Rate 2	Hour	37.55		0.00	0%
OTHER CHARGES						
Self Funder	Set up charge	Once	300.00		0.00	0%
	Annual Fee	Year	250.00		0.00	0%
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	151.70		3.70	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	242.90		5.89	2%

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
CONCESSIONARY FARES						
Concessionary Fares Replacement Pass	Market Rate	Each	10.00	12.00	0.00	0.00%
Car Park Charge at Mere oak Park & Ride Site	Concession Rate	Each	0.83	1.00	0.00	0.00%
Greenwave Park & Ride Bus Ticket - Return	Concession Rate	Each	4.50		0.00	0.00%
Access Fee for the Reading Transport Model	Market Rate	Each	416.67	500.00	0.00	0.00%
PARKS						
Mooring	Standard	24 hrs	7.92	9.50	0.00	0.00%
	Standard	up to 4hrs	3.33	4.00	0.00	0.00%
Allotments	Site Category A Standard	Per year Per 250 sqm	11.04		3.68	50.00%
	Site Category A Concession	Per year Per 250 sqm	8.28		0.00	0.00%
	Site Category B Standard	Per year Per 250 sqm	8.26		2.75	49.91%
	Site Category B Concession	Per year Per 250 sqm	6.20		0.00	0.00%
	Site Category C Standard	Per year Per 250 sqm	5.52		1.84	50.00%
	Site Category C Concession	Per year Per 250 sqm	4.14		0.00	0.00%
	Start Up Fees Standard	Per year Per 250 sqm	40.68		6.78	20.00%
	Start Up Fees Your Reading Passport General	Per year Per 250 sqm	31.56		5.26	20.00%
	Start Up Fees Your Reading Passport Concession	Per year Per 250 sqm	10.20		1.70	20.00%
	Shed Rental	Per year Per 250 sqm	16.44		2.74	20.00%
	Chickens	Per year Per 250 sqm	16.44		2.74	20.00%
HIGHWAYS						
Drainage Works	Rodding - Daytime	Each	85.00	102.00	0.00	0.00%
	Rodding - Out of Hours	Each	94.00	112.80	0.00	0.00%
	Jetting - Daytime	Each	113.50	136.20	0.00	0.00%
	Jetting - Out of Hours	Each	127.00	152.40	0.00	0.00%
	Cesspools & Septic Tanks	per 1000 gallons	239.00	286.80	0.00	0.00%
	CCTV Surveys	Each	282.00	338.40	0.00	0.00%
	Recovery of property from gullies	Each	61.00	73.20	0.00	0.00%
Out of Hours Call Out	Fixed fee for standby and vehicle costs	Per call out	40.00	48.00	0.00	0.00%
Accident Reclaims	Administration Fee	Each	64.50	77.40	1.20	1.57%
	Inspectors Visit	Each	96.50	115.80	1.80	1.58%
Building Over Sewer/Drainage Plans	Reproduction of Agreements	Each	57.50	69.00	1.20	1.77%
	Reproduction of plan	Each	23.00	27.60	0.60	2.22%
Footway Crossings	Application Fee	Each	61.00	73.20	1.20	1.67%
	Inspectors Visit And Measure Up	Each	64.00	76.80	1.56	2.07%
	Site supervision and quality control (min 2 visits)	Each	122.00	146.40	2.40	1.67%

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Solicitor Enquiries	Map Reproduction	first plan	51.00	61.20	1.20	2.00%	
	Map Reproduction	Each additional plan	23.00	27.60	0.60	2.22%	
	Supervision Of Works (Project <£250k)	cost of works	10% of cost of works, but subject to a minimum charge of £3,001	10% of cost of works, but subject to a minimum charge of £3,001	0.00	0.00%	
	Design Check & Admin (Project <£250k)	cost of works	3% of cost of works, but subject to a minimum charge of £1,000	3% of cost of works, but subject to a minimum charge of £1,000	0.00	0.00%	
	Supervision Of Works (Project >£250k)	cost of works	6% of cost of works, but subject to a minimum charge of £22,500	6% of cost of works, but subject to a minimum charge of £22,500	0.00	0.00%	
	Design Check & Admin (Project >£250k)	cost of works	5% of cost of works, but subject to a minimum charge of £7,500	5% of cost of works, but subject to a minimum charge of £7,500	0.00	0.00%	
	Copying S278 Agreements	Each	52.00	62.40	1.20	1.96%	
	Copying S38 Agreements	Each	52.00	62.40	1.20	1.96%	
A-Boards	Application fee	Each	61.00	73.20	1.20	1.67%	
	Annual Licence fee	Each	51.00	61.20	1.20	2.00%	
	Recovery of A board from store	Each	56.00	67.20	1.20	1.82%	
Miscellaneous Income	Scaffold / Hoarding Licence Fee	Up to 4 weeks	192.00	230.40	4.02	1.78%	
		Each additional week or part week	32.00	38.40	0.78	2.07%	
	Stopping up of the public highway applications	Each	781.50	937.80	13.80	1.49%	
	S171 Licence (e.g. works on highway or store building material on the highway)	Up to 4 weeks	406.00	487.20	7.20	1.50%	
		each additional week or part week	25.50	30.60	0.60	2.00%	
	S142 Licence to plant on highway	Each	192.00	230.40	3.60	1.59%	
	Consenting on ordinary waterCourse	Each	51.00	61.20	1.20	2.00%	
	Swapouts	Each	381.00	457.20	7.20	1.60%	
	Application fee for access protection markings to existing footway crossings	Each	58.00	69.60	1.20	1.75%	
	Provision of new access protection marking up to 5m long	Each	35.50	42.60	4.20	10.94%	
	Miscellaneous Income	Provision of new access protection marking each additional metre over 5m	Metre	7.00	8.40	0.48	6.06%
		Refreshing access protection marking up to 5m long	Each	32.50	39.00	0.60	1.56%
		Refreshing access protection marking each additional metre	Metre	7.00	8.40	0.48	6.06%
Access control/Key for lockable bollard fee		Each	64.00	76.80	1.20	1.59%	

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
STREETCARE						
Bulky Waste Collections	Collection of 1 Item	Each	37.00		0.00	0.00%
	Your Reading Passport Concession	Each	27.70		0.00	0.00%
	Collection of 2 Items	Each	42.30		0.00	0.00%
Special Collections	Your Reading Passport Concession	Each	31.70		0.00	0.00%
	Collection of 3 Items	Each	48.50		0.00	0.00%
	Your Reading Passport Concession	Each	36.30		0.00	0.00%
	Collection of 4 Items	Each	54.60		0.00	0.00%
	Your Reading Passport Concession	Each	41.00		0.00	0.00%
	Collection of 5 Items	Each	61.00		0.00	0.00%
	Your Reading Passport Concession	Each	45.60		0.00	0.00%
	Fridge freezers - Domestic (under counter)	Each	36.00		0.00	0.00%
	Your Reading Passport Concession	Each	27.00		0.00	0.00%
	Fridge freezers - Domestic fridge/freezer	Each	46.40		0.00	0.00%
	Your Reading Passport Concession	Each	34.80		0.00	0.00%
	Fridge freezers - Domestic (over 60cm wide)	Each	56.60		0.00	0.00%
	Your Reading Passport Concession	Each	42.50		0.00	0.00%
	Cancellation charge (less than 3 days before collection)	Each	11.00		0.00	0.00%
	- Half load	1/2 load	80.00		0.00	0.00%
	- Full load	1 Load	160.00		0.00	0.00%
	Trade Waste	Trade General sack in multiples of 25	Per 25	3.50		0.00
Trade General sack in multiples of 100		Per 100	2.30		0.00	0.00%
Trade recycling sack		Each	1.60		0.00	0.00%
Wheeled Bin	240 litre new (plastic) - Domestic	Each	47.50		0.00	0.00%
	Bin delivery charge - all 240l grey bins	Each	15.00		0.00	0.00%
	240 litre replacement - recycling (new developments)	Each	47.50		0.00	0.00%
	Bin delivery charge - all recycling bins	Each	15.00		0.00	0.00%
	360 litre new (plastic) - Domestic	Each	70.00		0.00	0.00%
	Bin delivery charge - all 360l bins	Each	15.00		0.00	0.00%
	1100 litre (steel) - Trade Waste	Each	371.00		0.00	0.00%
	1100 litre (Plastic) - Trade Waste	Each	286.00		0.00	0.00%
	Bin delivery charge - per bin	Each	15.00		0.00	0.00%
Green Waste	Green Waste Service Bin	Per annum	55.00		5.00	10.00%
	Green Waste Service Bin (Concession)	Per annum	41.25		3.75	10.00%
	Green Waste Service Bag	Per annum	16.50		1.50	10.00%
	Green Waste Service Bag (Concession)	Per annum	12.50		1.25	11.11%
	New/Replacement Green Waste Bin	Each	38.00		0.00	0.00%
	New/Replacement Green Waste Bag	Each	12.00		0.00	0.00%
	Bin delivery charge - per bin	Each	15.00		0.00	0.00%
Skip Licences	Licence for skips on highway for each 7 days	Each	35.00		0.00	0.00%
	Labour cost (clean up team) per hour	Each	71.00	85.20	0.00	0.00%
	Tipping waste (transportation and disposal cost) per tonne	Each	161.00	193.20	0.00	0.00%
	Hazardous Clinical Waste Collections - per property per collection	Each	7.50		0.00	0.00%
Exterior Cleansing and Graffiti Removal	Graffiti removal / washdown	minimum per job + materials	65.00	78.00	0.00	0.00%
	Emergency biohazard clearance	minimum per job	65.00	78.00	0.00	0.00%
	Machine sweeping	minimum per job + tipping	85.00	102.00	0.00	0.00%
	Fly tip removal	minimum per job + tipping	65.00	78.00	0.00	0.00%
	+ additional labour	minimum per job	35.00	42.00	0.00	0.00%

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
HOUSING						
Temporary Accommodation Charges - B&B	One Room	Each	221.97		0.00	0.00%
	Two Room	Each	297.58		0.00	0.00%
Temporary Accommodation charges - New Tenants only	One Room/One Bedroom	Each	132.41		0.00	0.00%
	Two Bedrooms	Each	164.19		0.00	0.00%
Base Rent - non B&B	Three Bedrooms	Each	194.31		0.00	0.00%
Temporary Accommodation charges - New Tenants only	One Room/One Bedroom	Each	21.85		0.00	0.00%
	Two Bedrooms	Each	27.51		0.00	0.00%
Service Charge - non B&B	Three Bedrooms	Each	27.72		0.00	0.00%
Garage Rentals	Various	Each	Increased by CPI plus 1%			
LIBRARIES						
Overdue Charges	Adult Book - daily (to a maximum of £10.00)	Item	0.27		0.00	0.00%
	Children's Book - Daily (to a maximum of £3.00)	Item	0.11		0.00	0.00%
	Children's CD - Story/Teen (to a maximum of £4.00)	Item	0.10		0.00	0.00%
	CD - SINGLE (to a maximum of £12.00)	Item	0.55		0.00	0.00%
	CD - Set (to a maximum of £15.00)	Item	0.55		0.00	0.00%
	DVD (to a maximum of £15.00)	Item	1.20		0.10	9.09%
Hire Charges	Children's CD - Story/Teen	21 Days	-		0.00	0.00%
	CD - Single	21 Days	0.50		(0.50)	(50.00%)
	CD Set 2-6	21 Days	2.00		0.00	0.00%
	CD Set 7+	21 Days	3.00		0.00	0.00%
	DVD - 1-2	7 Days	2.50		(0.10)	(3.85%)
	DVD Set 3-6	7 Days	4.00		0.00	0.00%
	DVD Set 7+	7 Days	4.00		0.00	0.00%
	Children's DVDS	7 Days	1.00		0.00	0.00%
Audio Visual Subscription (unlimited)	per year	50.00		0.00	0.00%	
Children's activity Sessions	Cost recovery fee	Per child	1.00		0.00	0.00%
Note: A 10% discount on the regular Hire charge of these items is given to customers holding a general Your Reading Passport.						
Note: A 50% discount on the regular Hire charge of these items is given to customers holding a concessionary Your Reading Passport.						
Reservations	Not in Stock	Item	3.00		0.00	0.00%
	In stock	Item	0.60		0.10	20.00%
	From the British Library	Item	8.00		0.00	0.00%
	Periodical Articles (+ photocopying charge per sheet)	Item	5.00		0.00	0.00%
Photocopies	A4	per sheet	0.15		0.00	0.00%
	A3	per sheet	0.30		0.00	0.00%
Printing from Public Computers	A4 - Black & White	per sheet	0.15		0.00	0.00%
	A4 - Colour	per sheet	0.30		0.00	0.00%
Replacement Cards	Library Card Replacement or Provision of pin for Library Card	Item	3.00		0.20	7.14%
Reading Groups	Membership fee	per year	20.00		0.00	0.00%
Local Studies Camera Licence		per day	5.00		0.00	0.00%
Local Studies High Res Scanning		per image	2.00		0.00	0.00%
Fee for postal item lost notice		per letter	1.00		0.00	0.00%
Admin fee for lost/damaged stock		per item	5.00		0.00	0.00%
Overdue Charges	ToyY - Small - Daily (To a max of 6.00)	Item	0.15		0.00	0.00%
	Toy - Large - Daily (To a max of 15.00)	Item	0.40		0.00	0.00%
Vocal Sets Service (RBC Residents)	Borrowing from Reading stock	Set	5.00		1.00	25.00%
	Overdue charges	Set	5.00		0.00	0.00%
Vocal Sets Service (Non-RBC Residents)	Borrowing from Reading stock	Set	10.00		2.00	25.00%
Orchestral Set Service	Booking fee	Set	7.00		1.00	16.67%
	Overdue charges	Set	7.00		(0.50)	(6.67%)
Drama Sets Service (Non-RBC Residents)	Borrowing from Reading stock	Set	5.00		0.00	0.00%
	Overdue charges	Per Adult Book	Charges per Adult book			
Book Club Service (RBC Residents)	Borrowing from Reading stock	Set	-		0.00	0.00%
	Overdue charges	Per Adult Book	Charges per Adult book			
Book Club Service (Non-RBC Residents)	Borrowing from Reading stock	Set	7.50		2.50	50.00%
	Overdue charges	Per Adult Book	Charges per Adult book			
Lost (in print items)	Full cost of replacement + £5 admin fee	Item	Cost dependent on Item			
Lost (out of print items)	£15 + £5 Admin fee	Item	20.00		0.00	0.00%
Damaged Items	Varies by item	Item	Cost dependent on Item			
Withdrawn Stock	Varies by item	Item	Cost dependent on Item			
Photocopying (serviced)	A4 black and white	Sheet	0.50		0.20	66.67%

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
Photocopying (serviced)	A4 colour	Sheet	0.50		0.00	0.00%
	A3 black and white	Sheet	0.50		0.00	0.00%
	Service charge (does not include postage)	Transaction	5.00		0.00	0.00%
Printing from microform	A4 print	Sheet	0.50		0.00	0.00%
	A3 print	Sheet	0.50		0.00	0.00%
Printing from microform (serviced)	A4 print	Sheet	1.00		0.50	100.00%
	A3 print	Sheet	1.00		0.00	0.00%
	Service charge (does not include postage)	Film	5.00		0.00	0.00%
Copies of Local Studies Images	Email	Image	3.00		0.00	0.00%
	Printed - glossy paper	Image	5.00		0.00	0.00%
	Postage	Transaction	Current postage cost will be applied			
Charges for publication of images			By arrangement with specialist - contact library			
Research for local history (more than 30 mins)			By arrangement with specialist - contact library			
Study Carrels	10:00-13:00	Session	2.00		1.00	100.00%
	13:00-closing time (17:00/19:00)	Session	2.00		1.00	100.00%
Library Display Panels		Booking	6.00		1.00	20.00%
Toy Library	Membership childminders/playgroups	Annual	15.00		0.00	0.00%
	Membership parents	Annual	5.00		0.00	0.00%
	Membership schools/nurseries/providers	Annual	75.00		0.00	0.00%
Hire Charges	Toy Small item	Item	0.50		0.00	0.00%
	Toy Large item	Item	1.50		0.00	0.00%
	Toy Large/Very large item	Item	3.00		0.00	0.00%
Libraries - gallery fee	Libraries	fortnight	50.00		0.00	0.00%
Libraries - room Hire	Hire of a library space	Per Hour	20.00		0.00	0.00%
	Reading Group Fee (non RBC residents)	Per Hour	30.00		0.00	0.00%
PRIVATE SECTOR HOUSING						
Licence for house in multiple occupancy	Band A Licence Fee (Accredited Landlord)	per application	768.00		128.00	20.00%
	Band B Licence Fee (New HMOs only - proof required)	per application	864.00		144.00	20.00%
	Band C Licence Fee (All other applications)	per application	1,782.00		297.00	20.00%
	Charge per additional sleeping room over 5	per application	30.00		5.00	20.00%
	Band A Renewal Fee *15% Discount per additional property Licence Fee for Band A only	per application	414.00		69.00	20.00%
	Band B Renewal Fee	per application	510.00		85.00	20.00%
	Band C Renewal Fee	per application	978.00		163.00	20.00%
	* 15% Discount per additional property for Renewal Fee applies to band A					
Non Statutory Inspection Charge	Fee HMO inspection, report, drawing up plans and assisting with the completion of the licence application form	upto 6 hours	547.20	656.64	109.44	20.00%
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	upto 2 hours	182.40	218.88	36.48	20.00%
Adminstration Charges	Fee for bounced cheque, copy of notices, copy of HMO licence, landlord information pack , HMO licence register	per transaction	34.00	40.80	6.80	20.00%
Provision of Factual Statement	Factual Statement	per statement	376.00	451.20	75.20	20.00%
Reading Rent with Confidence Scheme	inspection of each dwelling	per application	216.00	259.20	43.20	20.00%
Non Statutory Inspection Charge	Inspection and schedule of works for empty homes	upto 4 hours	364.80	437.76	72.96	20.00%

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
LICENSING						
PREMISES LICENCES						
Gambling - Adult Gaming Centre Premises Licence	new	per licence	1,391.00		0.00	0.00%
	annual fee	per licence	876.00		0.00	0.00%
	variation	per licence	1,018.00		0.00	0.00%
	transfer	per licence	1,236.00		0.00	0.00%
	re-instatement	per licence	1,030.00		0.00	0.00%
	provisional statement	per statement	1,391.00		0.00	0.00%
	provisional statement - holder	per licence	1,030.00		0.00	0.00%
	copy of licence	per licence	22.00		0.00	0.00%
	notification of change	per licence	22.00		0.00	0.00%
Gambling - Betting Premises licence	new	per licence	1,236.00		0.00	0.00%
	annual fee	per licence	494.00		0.00	0.00%
	variation	per licence	824.00		0.00	0.00%
	transfer	per licence	876.00		0.00	0.00%
	re-instatement	per licence	876.00		0.00	0.00%
	provisional statement	per statement	1,236.00		0.00	0.00%
	provisional statement - holder	per licence	824.00		0.00	0.00%
	copy of licence	per licence	22.00		0.00	0.00%
	notification of change	per licence	22.00		0.00	0.00%
Gambling - Bingo Premises licence	new	per licence	2,287.00		0.00	0.00%
	annual fee	per licence	876.00		0.00	0.00%
	variation	per licence	1,133.00		0.00	0.00%
	transfer	per licence	1,236.00		0.00	0.00%
	re-instatement	per licence	1,236.00		0.00	0.00%
	provisional statement	per statement	2,266.00		0.00	0.00%
	provisional statement - holder	per licence	1,133.00		33.00	3.00%
	copy of licence	per licence	22.00		0.00	0.00%
	notification of change	per licence	22.00		0.00	0.00%
Gambling - Casino Premises licence	new	per licence	1,183.00		0.00	0.00%
	annual fee	per licence	1,442.00		0.00	0.00%
	variation	per licence	1,545.00		0.00	0.00%
	transfer	per licence	1,391.00		0.00	0.00%
	re-instatement	per licence	1,339.00		0.00	0.00%
	copy of licence	per licence	22.00		0.00	0.00%
	notification of change	per licence	22.00		0.00	0.00%
Gambling - Family Entertainment Centre Premises Licence	new	per licence	1,751.00		0.00	0.00%
	annual fee	per licence	773.00		0.00	0.00%
	variation	per licence	876.00		0.00	0.00%
	transfer	per licence	876.00		0.00	0.00%
	re-instatement	per licence	876.00		0.00	0.00%
	provisional statement	per statement	1,854.00		0.00	0.00%
	provisional statement - holder	per licence	824.00		0.00	0.00%
	copy of licence	per statement	22.00		0.00	0.00%
	notification of change	per statement	22.00		0.00	0.00%
Gambling - Track premises licence	new	per statement	1,751.00		0.00	0.00%
	annual fee	per statement	1,030.00		0.00	0.00%
	variation	per statement	876.00		0.00	0.00%
	transfer	per licence	876.00		0.00	0.00%
	re-instatement	per licence	876.00		0.00	0.00%
	provisional statement	per statement	1,854.00		0.00	0.00%
	provisional statement - holder	per licence	824.00		0.00	0.00%
	copy of licence	per licence	22.00		0.00	0.00%
Sex Shop Licence	Grant/Renewal of Licence	per licence	1,082.00		0.00	0.00%

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
Sex Entertainment Licence (SEV)	Grant of Licence	per licence	2,575.00		0.00	0.00%
	Renewal of Licence	per licence	1,947.00		0.00	0.00%
	Variation	per licence	1,011.00		0.00	0.00%
	Transfer	per licence	124.00		0.00	0.00%
Film Classification	Film Classification (local film festivals)	per 15 mins or part thereof (of the film)	15.00		0.00	0.00%
Street Trading Outside Town Centre	OUT OF TOWN - Grant/ Renewal (Fast Food)	per stall/per application	2,421.00		0.00	0.00%
	OUT OF TOWN - Grant/Renewal (sandwich/icecream/retail food)	per stall/per application	901.00		0.00	0.00%
	OUT OF TOWN - Grant/Renewal (Non Food)	per stall/per application	464.00		0.00	0.00%
	OUT OF TOWN - Occasional (1-8 days per year) with alcohol/food trader up 3m (Trading dates listed on licence)	up to 3 x3 m single trader stall per day	129.00		0.00	0.00%
	OUT OF TOWN - Occasional (1-8 days per year) no alcohol/food trader up 3m (Trading dates listed on licence)	up to 3 x3 m single trader stall per day	98.00		0.00	0.00%
	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	206.00		0.00	0.00%
	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	144.00		0.00	0.00%
	OUT OF TOWN - Occasional (9-14 days per year) (Trading dates listed on licence)	Single trader	26.00		0.00	0.00%
	OUT OF TOWN - Occasional (15-45 days per year) (Trading dates listed on licence)	Single trader	15.00		0.00	0.00%
	OUT OF TOWN - Occasional (46-60 days per year) (Trading dates listed on licence)	Single trader	8.00		0.00	0.00%
Street Trading Town Centre	Town Centre - Grant/ Renewal (Broad Street)	per stall	6,129.00		0.00	0.00%
	Town Centre - Grant/ Renewal (Bridge Street)	per stall	6,129.00		0.00	0.00%
	Town Centre - Grant/ Renewal (Reading Station)	per stall	6,129.00		0.00	0.00%
	Town Centre - Market not under charter 1-14 days per yr	up to 3 x3 m single trader stall per day	12.00		0.00	0.00%
	Town Centre - Market not under charter 15-60 days per yr	up to 3 x3 m single trader stall per day	4.00		0.00	0.00%
	Town Centre - Market not under charter 1-14 days per yr	>over3x3m single trader stall per day	15.00		0.00	0.00%
	Town Centre - Market not under charter 15-60 days per yr	>over3x3m single trader stall per day	6.00		0.00	0.00%
	All Street Traders - Variation	per stall	247.00		0.00	0.00%
	All Street Traders - Additional Street Trading Assistant	per assistant	15.00		0.00	0.00%
	All Street Traders - fee for paying by direct debit - no other installment system allowed	per application	52.00		0.00	0.00%
Scrap Metal	Site Licence - new/renewal	per 3 year licence	876.00		0.00	0.00%
	Collectors Licence -new/renewal	per 3 year licence	577.00		0.00	0.00%
	Variation of Site Licence /Collectors Licence	per licence	260.00		0.00	0.00%
	Simple Variation (ie. admin changes) for site Licence or Collector	per licence	76.00		0.00	0.00%
	Replacement Licence or badge for collector	per licence	15.00		2.00	15.38%
Pavement Café	Town Centre/Out of Town - Initial Charge	per annum	268.00		0.00	0.00%
	Town Centre - Plus payment per table	per annum	77.00		0.00	0.00%
	Out of Town - Plus payment per table	per annum	39.00		0.00	0.00%

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
Caravan Site Licence	Grant	per site	714.00		0.00	0.00%
	Transfer	per site	328.00		0.00	0.00%
	Variation	per site	489.00		0.00	0.00%
	Annual Fee (less than 10 units)	per site	258.00		0.00	0.00%
	Annual fee (less than 30 units)	per site	288.00		0.00	0.00%
	Annual fee (more than 30 Units)	per site	318.00		(980.00)	(75.50%)
	copies of site licence	per site	15.00		4.00	36.36%
Other Fees	Check & Submit Service	Each	98.00		0.00	0.00%
	Pre-application advice and site visit	Each	157.00		0.00	0.00%
	DBS Standard	per person	32.00	32.00		
	Door Safe log Book	per book	15.00	15.00	4.00	36.36%
TRANSPORT LICENCES						
Hackney Carriage Vehicle and Driver (not including disclosure fee)	Hackney carriage Vehicle grant or renewal	per operator	400.00	400.00	64.00	19.05%
Private Hire Operators - 1 Year Grant	3 Year Hackney carriage driver new/ renewal	per operator	328.00	328.00	8.00	2.50%
Private Hire Operators - 1 Year Grant	Each additional applicant	per operator	245.00		0.00	0.00%
	1 -3 Vehicles	per operator	806.00		0.00	0.00%
	4-10 Vehicles	per operator	1,292.00		0.00	0.00%
	11-40 Vehicles	per operator	2,572.00		0.00	0.00%
	41-100 Vehicles	per operator	4,314.00		0.00	0.00%
	101+ Vehicles	per operator	5,181.00		0.00	0.00%
Private Hire Operators - 1 Year Renewal	Each additional applicant	per operator	185.00		0.00	0.00%
	1 -3 Vehicles	per operator	561.00		0.00	0.00%
	4-10 Vehicles	per operator	892.00		0.00	0.00%
	11-40 Vehicles	per operator	1,977.00		0.00	0.00%
	41-100 Vehicles	per operator	3,583.00		0.00	0.00%
Private Hire Operators - 5 Year Grant	101+ Vehicles	per operator	4,333.00		0.00	0.00%
	Each additional applicant	per operator	245.00		0.00	0.00%
	1 -3 Vehicles	per operator	2,125.00		0.00	0.00%
	4-10 Vehicles	per operator	3,150.00		0.00	0.00%
	11-40 Vehicles	per operator	8,020.00		0.00	0.00%
	41-100 Vehicles	per operator	15,241.00		0.00	0.00%
Private Hire Operators - 5 Year Renewal	101+ Vehicles	per operator	18,851.00		0.00	0.00%
	Each additional applicant	per operator	185.00		0.00	0.00%
	1 -3 Vehicles	per operator	2,065.00		0.00	0.00%
	4-10 Vehicles	per operator	3,092.00		0.00	0.00%
	11-40 Vehicles	per operator	7,917.00		0.00	0.00%
	41-100 Vehicles	per operator	15,191.00		0.00	0.00%
Private Hire Vehicle and Driver	101+ Vehicles	per operator	18,730.00		0.00	0.00%
	Private Hire Vehicle grant or renewal	per application	307.00		8.00	2.68%
	Executive vehicle grant or renewal	per application	343.00		8.00	2.39%
School Transport	3 Year driver new/renewal (not including disclosure fee)	per application	319.00		6.00	1.92%
	School Transport vehicle (Class IV) vehicle	per application	98.00		3.00	3.16%
School Transport - 1 Year Grant	3 year ST driver grant/renewal (not incl disclosure fee)	per application	240.00		6.00	2.56%
	Each additional applicant	per operator	245.00		0.00	0.00%
	1 -3 Vehicles	per operator	445.00		0.00	0.00%
	4-10 Vehicles	per operator	836.00		0.00	0.00%
	11-40 Vehicles	per operator	1,727.00		0.00	0.00%
	41-100 Vehicles	per operator	2,251.00		0.00	0.00%
School Transport - 1 Year Renewal	101+ Vehicles	per operator	3,141.00		0.00	0.00%
	Each additional applicant	per operator	145.00		0.00	0.00%
	1 -3 Vehicles	per operator	345.00		0.00	0.00%
	4-10 Vehicles	per operator	570.00		0.00	0.00%
	11-40 Vehicles	per operator	1,132.00		0.00	0.00%
School Transport - 5 Year Grant	41-100 Vehicles	per operator	1,513.00		0.00	0.00%
	101+ Vehicles	per operator	2,290.00		0.00	0.00%
	Each additional applicant	per operator	245.00		0.00	0.00%
	1 -3 Vehicles	per operator	1,245.00		0.00	0.00%
	4-10 Vehicles	per operator	2,324.00		0.00	0.00%
School Transport - 5 Year Renewal	11-40 Vehicles	per operator	4,955.00		0.00	0.00%
	41-100 Vehicles	per operator	6,763.00		0.00	0.00%
	101+ Vehicles	per operator	10,351.00		0.00	0.00%
	101+ Vehicles	per operator	10,351.00		0.00	0.00%

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
School Transport - 5 Year Renewal	Each additional applicant	per operator	145.00		0.00	0.00%
	1 -3 Vehicles	per operator	1,145.00		0.00	0.00%
	4-10 Vehicles	per operator	2,058.00		0.00	0.00%
	11-40 Vehicles	per operator	4,620.00		0.00	0.00%
	41-100 Vehicles	per operator	6,333.00		0.00	0.00%
	101+ Vehicles	per operator	9,890.00		0.00	0.00%
Other Charges - Vehicle	Vehicle Transfer of ownership -(admin only + issue licence)	per application	48.00		1.00	2.13%
	Replace vehicle plate (4 new tags+plate+30 mins)	per vehicle	58.00		0.00	0.00%
	temporary replacement Hackney Carriage or Private Hire Vehicle Plate	per application	47.00		2.00	4.44%
	HC Taxi livery design + 1 vehicle	per application	136.00		6.00	4.62%
	HC Livery - Additional vehicle check	per vehicle	38.00		6.00	18.75%
	HC Taxi livery renewal +1 vehicle	per application	89.00		4.00	4.71%
	<3 YEAR COMPLIANCE TEST - PH, EXEC, HC OR ST	per application	35.00		5.00	16.67%
	AGED VEHICLE CHECK - PH, ST or Executive Vehicles over age 10 years +	per vehicle	35.00		5.00	16.67%
	ELECTRIC VEHICLE ONLY - HC, PH, EXEC, ST	per application	145.00		0.00	0.00%
	Other Charges - Driver	Driver knowledge test	per driver	43.00		6.00
rescheduled new driver interview/ (no shows)		per driver	15.00			
Change of Application HC to PH or PH to HC		per application	33.00		1.00	3.13%
Replacement badge or licence (incl change of address)		per driver	15.00		0.00	0.00%
DBS Enhanced (HC, PH, ST driver)		per driver	50.00			
Driver - Visa Expiry (2 Badges, 1 cert+admin)		per driver	77.00		0.00	0.00%
Other Charges - Operator	Operator logbook	Per logbook	3.50		0.00	0.00%
	admin Charge + copy of the licence	per operator	48.00		1.00	2.13%
	copy of the licence	Per Operator	15.00		0.00	0.00%
Other Charges - General	Bounced Cheque	Each	33.00		1.00	3.13%
	Admin Charge	Each	33.00		1.00	3.13%
	Factual Statement	Each	140.00		4.00	2.94%
	Check and submit taxi application form	Each	98.00		3.00	3.16%
FOOD & SAFETY						
Courses	Level 2 Food Safety & Hygiene Course (One day)	per candidate	72.00		0.00	0.00%
	Level 2 Food Safety in Catering Exam- re-sit fee	per candidate	41.00		0.00	0.00%
	Level 2 Food Safety - replacement certificate	Each	84.00		0.00	0.00%
	Level 2 Food Safety & Hygiene Course - on clients premises	Each	803.00		0.00	0.00%
	Level 2 Food Safety & Hygiene Course - on clients premises	Each	1,044.00		0.00	0.00%
	Additional candidates for level 2 Course on clients premises	Each	80.00		0.00	0.00%
	Level 3 Supervising food hygiene & safety (min 6 candidates)	Each	324.00		0.00	0.00%
	Level 3 Supervising food hygiene & safety (2 or more candidates)	Each	292.00		0.00	0.00%
	Level 3 Supervising food hygiene & safety (up to 10 candidates)	Each	2,575.00		0.00	0.00%
	Preparation & delivery of bespoke Training	Each	148.00		0.00	0.00%
Food Hygiene Visits	Fee for missed Food Hygiene premises inspection visit where appointment made	Each	37.00	44.40	0.00	0.00%
	Food Hygiene Rating Scheme reinspection	Each	170.00	204.00	0.00	0.00%

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
Food Hygiene Miscellaneous	Fishery Product Inspections per tonne (set by statute) - 1 Euro/ £0.90	Each	0.90		0.00	0.00%
	Approved Cold Store inspection per hour per Officer	Each	78.00		0.00	0.00%
	Export Food Certificate	Each	165.00		0.00	0.00%
	Fridge/Freezer thermometer	Each	3.00		0.00	0.00%
	Condemned Food Certificate	Each	138.00		0.00	0.00%
	Administration Fee/Cancellation Fee	Each	33.00		0.00	0.00%
	Factual Statement to solicitors & others	Each	157.00		0.00	0.00%
	Additional documents	Each	103.00		0.00	0.00%
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	0.00%
	Single treatment Operator (Fee for each treatment - cosmetic piercing, tattooist, acupuncture, electrolysis, cosmetic micro pigmentation)	per operator One Off payment	46.00		0.00	0.00%
	Special Treatment Operator/premises Replacement Certificate (no changes)	per certificate	31.00		0.00	0.00%
Safety at Sports Ground	Issue of Safety of Sports Grounds Safety Certificate + additional fee for risk based system checks. Fee invoiced quarterly.	certificate	206.00	247.20	0.00	0.00%
	Amendment to Safety Certificate	per certificate	1,669.00	2,002.80	0.00	0.00%
	Issue of Special Safety Certificate	per certificate	2,225.00	2,670.00	0.00	0.00%
PRIMARY AUTHORITY AND BUSINESS ADVICE						
Primary Authority Business Advice	Commercial property search		74.00		0.00	0.00%
	Mini Primary Authority fee / minimum annual PA fee	less than 3 hours advice per year	500.00		0.00	0.00%
	Medi Primary Authority Fee	less than 25 hours advice per year	1,700.00		0.00	0.00%
	Pay as You Go standing charge (PAYG)	per profession	1,500.00		0.00	0.00%
	Primary Authority Advice (Admin Officer)	per hour	64.00		0.00	0.00%
	Primary Authority Partnership advice (EHO, TSO, Lice Officer)	per hour	72.00		0.00	0.00%
	Primary Authority Set up fee	per business	250.00		0.00	0.00%
	Additional Services outside RBC (ie Wales, Emergency Primary Authority Advice	per service	145.00		0.00	0.00%
		per hour	120.00		0.00	0.00%
Business Advice - Regulation Services	Start Up advisory /Reg Services Health Check (Option 2)	per premises	152.00		0.00	0.00%
	Bespoke Service (Option 3) then hourly rate	per business	800.00		0.00	0.00%
Business Advice	Outside a Primary Authority Partnership	per hour	76.00		0.00	0.00%
TRADING STANDARDS & COROneRS						
Petroleum Spirits (set by statute)	Up to 2500 litres	per licence	44.00		0.00	0.00%
	2500-50,000 litres	per licence	60.00		0.00	0.00%
	Over 50,000 litres	per licence	125.00		0.00	0.00%
	Transfer of Licence	per licence	8.00		0.00	0.00%
	Petroleum Search	per search	74.00		0.00	0.00%
Weights and Measures Verification Fees	Technical Officer Hourly Rate	Per Hour	36.74		0.00	0.00%
	Weights and Measures Inspector Hourly Rate	Per Hour	61.32		0.00	0.00%

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %	
Explosives (Set by statute)	Licence to store explosives no min separation						
	1 year	per Licence	109.00		0.00	0.00%	
	2 year	per Licence	141.00		0.00	0.00%	
	3 Year	per Licence	173.00		0.00	0.00%	
	4 Year	per Licence	206.00		0.00	0.00%	
	5 Year	per Licence	238.00		0.00	0.00%	
	Renewal to store explosives no minimum separation						
	1 Year	per Licence	54.00		0.00	0.00%	
	2 Year	per Licence	86.00		0.00	0.00%	
	3 Year	per Licence	120.00		0.00	0.00%	
	4 Year	per Licence	152.00		0.00	0.00%	
	5 Year	per Licence	185.00		0.00	0.00%	
	Licence to store explosives with min separation						
	1 Year	per Licence	185.00		0.00	0.00%	
	2 Year	per Licence	243.00		0.00	0.00%	
	3 Year	per Licence	304.00		0.00	0.00%	
	4 Year	per Licence	374.00		0.00	0.00%	
	5 Year	per Licence	423.00		0.00	0.00%	
	Renewal to store explosives with minimum separation						
	1 Year	per Licence	86.00		0.00	0.00%	
	2 Year	per Licence	147.00		0.00	0.00%	
	3 Year	per Licence	206.00		0.00	0.00%	
	4 Year	per Licence	266.00		0.00	0.00%	
	5 Year	per Licence	326.00		0.00	0.00%	
	Variation/Transfer/Replacement	per Licence	36.00		0.00	0.00%	
	Year round to sell fireworks	per Licence	500.00		0.00	0.00%	
	Courses British Institute of Inn keeping Awarding Body Courses		per person	75.00		0.00	0.00%
Coroner (Set by Statute)	Paper copy of document under 10 pages	First 10	5.00		0.00	0.00%	
	Additional pages	Each	0.50		0.00	0.00%	
	Document other than email or paper	Each	5.00		0.00	0.00%	
	Inquest transcript of not more than 360 words	Each	6.20		0.00	0.00%	
	for a copy of 361 to 1440 words	Each	13.10		0.00	0.00%	
	for a of the first 1440 of a document exceeding 1440 words	Each	13.10		0.00	0.00%	
	for each 72 words after the first 1440 words or part thereof	Each	0.70		0.00	0.00%	
ENVIRONMENTAL PROTECTION							
Environmental Protection & Nuisance Team	Contaminated Land/Environmental Information Request (Residents)	per hour	42.92	51.50	0.00	0.00%	
	Contaminated Land/Environmental Information Request (Commercial)	per hour	61.83	74.20	0.00	0.00%	
	Sound check consultancy	per hour	61.83	74.20	0.00	0.00%	
	Officer charge	per hour	61.83	74.20	0.00	0.00%	
Dog Warden	Statutory Stray Fee	Each	25.00	30.00	0.00	0.00%	
	Dog picked up but not kennelled	Each	51.50	61.80	0.00	0.00%	
	Up to One day in Kennels	Period	113.33	136.00	0.00	0.00%	
	Up to two days in kennels	Period	132.50	159.00	0.00	0.00%	
	Up to three days in kennels	Period	151.00	181.20	0.00	0.00%	
	Up to four days in kennels	Period	170.00	204.00	0.00	0.00%	
	Up to five days in kennels	Period	188.83	226.60	0.00	0.00%	
	Up to six days in kennels	Period	207.75	249.30	0.00	0.00%	
	Up to seven days in kennels	Period	226.67	272.00	0.00	0.00%	
	Up to eight days in kennels	Period	245.50	294.60	0.00	0.00%	
	Additional days over 8	Each	18.92	22.70	0.00	0.00%	
	veterinary fees will be charged on a cost basis.	At Cost		Price on Request			

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
Animal Establishments	Animal Boarding annual licence (exclusive of vets' fees) Catteries and Kennels	Per Licence	350.00	420.00	0.00	0.00%
	Pet Shop small annual licence (exclusive of vets' fees)	Per Licence	168.33	202.00	0.00	0.00%
	Pet Shop large (exclusive of vets' fees) - more than 75m2	Per Licence	473.00	567.60	0.00	0.00%
	Pet shop/boarding/breeding licence amendment	Per Licence	99.75	119.70	0.00	0.00%
	small home boarder (annual fee)	Per Licence	91.50	109.80	0.00	0.00%
	medium home boarder (annual fee)	Per Licence	121.92	146.30	0.00	0.00%
	larger home boarder (annual fee)	Per Licence	195.67	234.80	0.00	0.00%
	small home boarder (min fee)	Per Licence	51.92	62.30	0.00	0.00%
	medium home boarder (min fee)	Per Licence	69.25	83.10	0.00	0.00%
	larger home boarder (min fee)	Per Licence	109.58	131.50	0.00	0.00%
	small home boarder (Pro rata fee)	Per Licence	7.42	8.90	0.00	0.00%
	medium home boarder (pro rata fee)	Per Licence	9.92	11.90	0.00	0.00%
	larger home boarder (pro rata fee)	Per Licence	15.67	18.80	0.00	0.00%
	small home boarder (late payment fee)	Per Licence	105.50	126.60	0.00	0.00%
	medium home boarder (late payment fee)	Per Licence	139.25	167.10	0.00	0.00%
	larger home boarder (late payment fee)	Per Licence	205.17	246.20	0.00	0.00%
	Animal Breeding Establishments (exclusive of vets' fees)	Per Licence	288.42	346.10	0.00	0.00%
	Horse Riding Establishment Licence	Per Licence	335.42	402.50	0.00	0.00%
	Dangerous Wild Animals Licence or Zoo	Per Licence	370.83	445.00	0.00	0.00%
	Performing Animals Registration	Per Licence	463.50	556.20	0.00	0.00%
Performing Animals Licence	Per Animal	41.17	49.40	0.00	0.00%	
LOCAL AIR POLLUTION PREVENTION AND CONTROL (LAPPC)						
Annual Subsistence Charge	Standard process Low	per Licence	772.00	772.00	0.00	0.00%
	Standard process Medium	per Licence	1,161.00	1,161.00	0.00	0.00%
	Standard process High	per Licence	1,747.00	1,747.00	0.00	0.00%
	Permit for Vapour Recovery Part I and Dry Cleaners L	per Licence	79.00	79.00	0.00	0.00%
	Permit for Vapour Recovery Part I and Dry Cleaners M	per Licence	158.00	158.00	0.00	0.00%
	Permit for Vapour Recovery Part I and Dry Cleaners H	per Licence	237.00	237.00	0.00	0.00%
	Permit for Vapour Recovery Part I & II combined L	per Licence	113.00	113.00	0.00	0.00%
	Permit for Vapour Recovery Part I & II combined M	per Licence	226.00	226.00	0.00	0.00%
	Permit for Vapour Recovery Part I & II combined H	per Licence	341.00	341.00	0.00	0.00%
	Vapour Recovery and other Reduced Fees L	per Licence	228.00	228.00	0.00	0.00%
	Vapour Recovery and other Reduced Fees M	per Licence	365.00	365.00	0.00	0.00%
	Vapour Recovery and other Reduced Fees H	per Licence	548.00	548.00	0.00	0.00%
	PLANNING					
PLANNING - PRE APPLICATION FEES						
Level 1	Householders advice on house extensions	Each	157.30	188.76	17.16	10.00%
	Follow up Meetings	Each	90.75	108.90	9.90	10.00%
	Small business and developers: advice on building works and change of use where the floor area involved is up to 200sqm.	Each	145.00	174.00	0.00	0.00%
	Follow up Meetings	Each	85.00	102.00	0.00	0.00%
	Proposals for community uses - (Free of charge for up to 200sqm)	Each	145.00	174.00	0.00	0.00%
	Follow up Meetings	Each	85.00	102.00	0.00	0.00%
	Advertisements	Each	250.00	300.00	0.00	0.00%
	Follow up Meetings	Each	85.00	102.00	0.00	0.00%
	Telecommunication installations	Each	145.00	174.00	0.00	0.00%
	Follow up Meetings	Each	85.00	102.00	0.00	0.00%
	Listed Building consent /conservation area consent.	Each	145.00	174.00	0.00	0.00%
	Follow up Meetings	Each	85.00	102.00	0.00	0.00%
	Trees and Landscaping	Each	145.00	174.00	0.00	0.00%
	Follow up Meetings	Each	85.00	102.00	0.00	0.00%
	Works to trees covered by tree preservation orders.	Each	145.00	174.00	0.00	0.00%
Follow up Meetings	Each	85.00	102.00	0.00	0.00%	

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
Level 2 Business, commercial or other development of 201 sqm to 1000 or up to 19 dwellings.	201 - 499sqm	Each	350.00	420.00	0.00	0.00%
	500 - 1000sqm	Each	660.00	792.00	0.00	0.00%
	1 - 3 dwellings	Each	350.00	420.00	0.00	0.00%
	4 - 9 dwellings	Each	500.00	600.00	0.00	0.00%
	10 - 15 dwellings	Each	825.00	990.00	0.00	0.00%
	15 - 19 dwellings	Each	1,000.00	1,200.00	0.00	0.00%
	One Meeting included in above fee, additional Meetings charged by hour.	Each	110.00	132.00	0.00	0.00%
Level 3	Introductory Meeting fee	Each	220.00	264.00	0.00	0.00%
Development > 1,001 sqm or 20+ dwellings or other proposals	Additional Meetings and advice thereafter by negotiation.	Each	Price on Request			
Responses to Enquiries Involving Research	e.g. enquiries about legal status of land or property, enforcement notices, planning history, etc., by negotiation based on an estimate of the time needed.	Each	Price on Request			
PLANNING ADMINISTRATION CHARGES						
Planning History Search	Where more complicated or several addresses	per application	22.92		0.00	0.00%
Copies of Section 106 Agreements	per agreement	per application	22.92		0.00	0.00%
Copies of Planning Decision Notices	A list given of decision notices required	per application	10.83		0.00	0.00%
	One decision notice from Microfiche slide	per application	10.83		0.00	0.00%
	One decision notice from Microfiche slide plus plans (all on One slide)	per application	22.92		0.00	0.00%
	Scanning more than One slide	per application	22.92		0.00	0.00%
	Plans and documents for an application that need redacting	per application	10.83		0.00	0.00%
Enquiries for evidence that conditions have been discharged (statutory Fee)	Householders	per application	37.40		0.00	0.00%
	All others	per application	127.60		0.00	0.00%
S106 and Community Infrastructure Levy obligation enquiries		per application	22.90		0.00	0.00%
Tree Preservation Order Documents		per application	22.92		0.00	0.00%
PUBLIC CONVENIENCES						
	charge for entry to automated toilets	Each	0.40		0.00	0.00%
COMMUNITY SAFETY						
Town Safe Radio Membership daytime		Annual membership	450.00	540.00	0.00	0.00%
Town Safe Associate member		Annual membership	225.00	270.00	0.00	0.00%
Town Safe External member		Annual membership	250.00	300.00	0.00	0.00%
Town Safe Nighttime full membership		Annual membership	400.00	480.00	0.00	0.00%
Internal partners		Annual membership	250.00	250.00	0.00	0.00%
Leisure						
Swimming						
Pool	Adult (Peak / Off Peak)	Session	4.17	5.00	0.00	0.00%
	Adult Your Reading Passport General	Session	3.67	4.40	0.00	0.00%
	Adult Your Reading Passport Concession	Session	2.71	3.25	0.00	0.00%
	Adult Your Reading Passport Concession Off Peak	Session	-	-	0.00	0.00%
	Junior / Student	Session	2.50	3.00	0.00	0.00%
	Junior / Student Your Reading Passport	Session	2.17	2.60	0.00	0.00%
	Junior / Student Your Reading Passport Concession	Session	-	-	0.00	0.00%
	Under 3 all pools	Session	-	-	0.00	0.00%
	Holiday Swim Activity	Session	0.83	1.00	0.00	0.00%
Family Swim Activity	Session	9.92	11.90	0.00	0.00%	

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
Pool Hire - Sports/community use	Meadway Pool	Per Hour	70.38	84.45	0.00	0.00%
	South Reading Leisure Centre (Whole Pool)	Per Hour	70.42	84.50	0.00	0.00%
	South Reading Leisure Centre (Per lane)	Per Hour	12.50	15.00	0.00	0.00%
Membership Charges	Bronze Gym	per person	14.17	17.00	0.00	0.00%
	Bronze Gym Your Reading Passport	per person	13.33	16.00	0.00	0.00%
	Bronze Gym Pathway	per person	13.33	16.00	0.00	0.00%
	Silver Swim & Gym	per person	18.75	22.50	0.00	0.00%
	Silver Swim & Gym Your Reading Passport	per person	17.08	20.50	0.00	0.00%
	Silver Swim & Gym Pathway	per person	17.08	20.50	0.00	0.00%
	Silver Swim & Class	per person	18.75	22.50	0.00	0.00%
	Silver Swim & Class Your Reading Passport	per person	17.08	20.50	0.00	0.00%
	Silver Swim & Class Pathway	per person	17.08	20.50	0.00	0.00%
	Silver Gym & Class	per person	18.75	22.50	0.00	0.00%
	Silver Gym & Class Your Reading Passport	per person	17.08	20.50	0.00	0.00%
	Silver Gym & Class Pathway	per person	17.08	20.50	0.00	0.00%
	Gold Swim,Gym & Class	per person	24.17	29.00	0.00	0.00%
	Gold Swim,Gym & Class Your Reading Passport	per person	22.08	26.50	0.00	0.00%
	Gold Swim,Gym & Class Pathway	per person	22.08	26.50	0.00	0.00%
	Plat All facilities	per person	29.17	35.00	0.00	0.00%
	Plat All facilities Your Reading Passport	per person	26.67	32.00	0.00	0.00%
	Plat All facilities Pathway	per person	26.67	32.00	0.00	0.00%
	Replacement	Single fee	per person	4.17	5.00	0.00
Badminton	Adult	Session	10.33	12.40	0.00	0.00%
	Adult Your Reading Passport General	Session	8.83	10.60	0.00	0.00%
	Adult Your Reading Passport Concession	Session	6.13	7.35	0.00	0.00%
	Adult/Junior weekdays 9.00am - 5.00pm Your Reading Passport Concession	Session	-	-	0.00	0.00%
	Junior	Session	5.13	6.15	0.00	0.00%
	Junior Your Reading Passport General	Session	4.46	5.35	0.00	0.00%
	Junior Your Reading Passport Concession	Session	3.13	3.75	0.00	0.00%
Table Tennis	Adult	Session	9.33	11.20	0.00	0.00%
	Adult Your Reading Passport General	Session	7.17	8.60	0.00	0.00%
	Adult Your Reading Passport Concession	Session	5.13	6.15	0.00	0.00%
	Adult/Junior weekdays 9.00am - 5.00pm Your Reading Passport Concession	Session	-	-	0.00	0.00%
	Junior	Session	4.17	5.00	0.00	0.00%
	Junior Your Reading Passport General	Session	3.58	4.30	0.00	0.00%
	Junior Your Reading Passport Concession	Session	2.50	3.00	0.00	0.00%
Squash 40 minutes	Adult	Session	9.33	11.20	0.00	0.00%
	Adult Your Reading Passport General	Session	7.17	8.60	0.00	0.00%
	Adult Your Reading Passport Concession	Session	5.13	6.15	0.00	0.00%
	Adult/Junior weekdays 9.00am - 5.00pm Your Reading Passport Concession	Session	-	-	0.00	0.00%
	Junior	Session	4.17	5.00	0.00	0.00%
	Junior Your Reading Passport General	Session	3.58	4.30	0.00	0.00%
	Junior Your Reading Passport Concession	Session	2.50	3.00	0.00	0.00%
Area Hire - Sports community use	Meadway Hall Hire - Sporting booking	Per Hour	48.08	57.70	0.00	0.00%
	Meadway / South Reading Leisure Centre Hall Hire - Non - Sporting Events	Per Hour	81.83	98.20	0.00	0.00%
	Meadway Sports 1/2 Hall	Per Hour	19.21	23.05	0.00	0.00%
	South Reading Leisure Centre Hall Hire	Per Hour	40.00	48.00	0.00	0.00%
	South Reading Leisure Centre 1/2 Hall	Per Hour	20.00	24.00	0.00	0.00%
	Meadway Studio Hire	Per Hour	12.83	15.40	0.00	0.00%
	South Reading Leisure Centre Studio Hire	Per Hour	29.58	35.50	0.00	0.00%
	Palmer Studio Hire	Per Hour	29.75	35.70	0.00	0.00%
	Palmer Track/Cycle Hire	Per Hour	39.17	47.00	0.00	0.00%
	Palmer Stadium Pitch Lights	Per Hour	259.00	310.80	0.00	0.00%
	Palmer Stadium pitch without lights	Per Match	171.25	205.50	0.00	0.00%
	Palmer event cycling / Athletics per additional out of hours	Per Match	76.75	92.10	0.00	0.00%
	Palmer Adult RBC Athletics Meet	Per Hour	60.08	72.10	0.00	0.00%
	Palmer Junior RBC Athletics Meet	Per Hour	30.63	36.75	0.00	0.00%
	Palmer Adult Athletics Meet	Per Hour	65.96	79.15	0.00	0.00%
Palmer Junior Athletics Meet	Per Hour	34.17	41.00	0.00	0.00%	

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
Cycling / Athletics	Adult Cycling	Session	4.92	5.90	0.00	0.00%
	Adult Athletics	Session	4.92	5.90	0.00	0.00%
	Adult Your Reading Passport General	Session	4.08	4.90	0.00	0.00%
	Adult Your Reading Passport Concession	Session	2.71	3.25	0.00	0.00%
	Junior Athletic	Session	2.25	2.70	0.00	0.00%
	Junior Cycling	Session	3.08	3.70	0.00	0.00%
	Junior Your Reading Passport General	Session	2.00	2.40	0.00	0.00%
	Junior Your Reading Passport Concession	Session	1.46	1.75	0.00	0.00%
	Adult Tuesday & Thursday Cycling	Session	5.00	6.00	0.00	0.00%
	Junior Tuesday & Thursday Cycling	Session	2.38	2.85	0.00	0.00%
	Cycle Racing	Session	3.33	4.00	0.00	0.00%
	Wheelie Fun	Session	2.58	3.10	0.00	0.00%
	Everybody Active Cycling	Session	2.92	3.50	0.00	0.00%
	Cycling for health	Session	2.50	3.00	0.00	0.00%
Cricket - Weekend	Adult One Off Game	Session	131.08	157.30	0.00	0.00%
	Adult Block 10+ Games	Session	111.75	134.10	0.00	0.00%
	Junior One Off Game	Session	65.67	78.80	0.00	0.00%
	Junior Block 10+ Games	Session	56.08	67.30	0.00	0.00%
Tennis	Adult Standard	Session	5.13	6.15	0.00	0.00%
	Adult Your Reading Passport General	Session	4.08	4.90	0.00	0.00%
	Adult Your Reading Passport Concession	Session	-	-	0.00	0.00%
	Junior Standard	Session	2.58	3.10	0.00	0.00%
	Junior Your Reading Passport General	Session	2.17	2.60	0.00	0.00%
	Junior Your Reading Passport Concession	Session	-	-	0.00	0.00%
Tennis (Artificial-turf)	Adult Standard	Session	7.33	8.80	0.00	0.00%
	Adult Your Reading Passport General	Session	5.83	7.00	0.00	0.00%
	Adult Your Reading Passport Concession	Session	-	-	0.00	0.00%
	Junior Standard	Session	3.67	4.40	0.00	0.00%
	Junior Your Reading Passport General	Session	2.92	3.50	0.00	0.00%
	Junior Your Reading Passport Concession	Session	-	-	0.00	0.00%
Bowls	Adult Standard	Session	3.92	4.70	0.00	0.00%
	Adult Your Reading Passport General	Session	2.67	3.20	0.00	0.00%
	Adult Your Reading Passport Concession	Session	1.96	2.35	0.00	0.00%
	Junior Standard	Session	1.96	2.35	0.00	0.00%
	Junior Your Reading Passport General	Session	1.38	1.65	0.00	0.00%
	Junior Your Reading Passport Concession	Session	1.13	1.35	0.00	0.00%
	Hire of woods and mats	Session	3.17	3.80	0.00	0.00%
Football	Adult One Off Game Standard	Match	98.42	118.10	0.00	0.00%
	Adult Block 10+ Games Standard	Match	83.83	100.60	0.00	0.00%
	Adult Block 5+ Teams Standard	Match	75.13	90.15	0.00	0.00%
	Senior League discounts	Match	20.46	24.55	0.00	0.00%
	Senior League discounts	Match	15.38	18.45	0.00	0.00%
	Senior League discounts	Match	10.25	12.30	0.00	0.00%
	Junior One Off Game Standard	Match	53.63	64.35	0.00	0.00%
	Junior Block 10+ Games Standard	Match	38.96	46.75	0.00	0.00%
	Junior Block 5+ Teams standard	Match	34.04	40.85	0.00	0.00%
	Mini Soccer per Game	Match	16.04	19.25	0.00	0.00%
	Mini Soccer 10+ Games	Match	13.67	16.40	0.00	0.00%
	Mini Soccer 5+ Teams	Match	12.21	14.65	0.00	0.00%
Australian Rules & Gaelic	One Off	Match	88.00	105.60	0.00	0.00%
	Block 10+ Games	Match	73.33	88.00	0.00	0.00%
5-a-side football	Adult Peak - single	Per Hour	45.17	54.20	0.00	0.00%
	Adult Peak - Block	Per Hour	37.64	45.17	0.00	0.00%
	Junior Peak - single	Per Hour	23.79	28.55	0.00	0.00%
	Junior Peak - Block	Per Hour	19.83	23.79	0.00	0.00%
Casual Fitness	Adult - Peak Training	Session	6.67	8.00	0.00	0.00%
	Adult - Peak Training Your Reading Passport General	Session	5.83	7.00	0.00	0.00%
	Adult - Peak Training Your Reading Passport Concession	Session	4.33	5.20	0.00	0.00%
	Junior/Student - Peak Training	Session	3.33	4.00	0.00	0.00%
	Junior/Student - Peak Training Your Reading Passport General	Session	2.92	3.50	0.00	0.00%
	Junior/Student - Peak Training Your Reading Passport Concession	Session	2.17	2.60	0.00	0.00%
	Junior/Student Fitness Session	Session	3.33	4.00	0.00	0.00%

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
Courses	Junior Swimming 30 mins	Per Lesson	5.38	6.45	0.00	0.00%
	Junior Swimming 30 mins Your Reading Passport General	Per Lesson	5.17	6.20	0.00	0.00%
	Adult Swimming 30 mins	Per Lesson	6.25	7.50	0.00	0.00%
	Adult Swimming 30 mins Your Reading Passport General	Per Lesson	6.00	7.20	0.00	0.00%
	Trampolining 1hr	Per Lesson	5.96	7.15	0.00	0.00%
	Trampolining 1hr Your Reading Passport	Per Lesson	5.54	6.65	0.00	0.00%
	Gymnastics 1hr	Per Lesson	5.96	7.15	0.00	0.00%
	Gymnastics 1hr Your Reading Passport General	Per Lesson	5.54	6.65	0.00	0.00%
	Gymnastics (Pre School) 45mins	Per Lesson	5.00	6.00	0.00	0.00%
	Badminton	Per Lesson	5.63	6.75	0.00	0.00%
	Badminton Your Reading Passport General	Per Session	5.29	6.35	0.00	0.00%
	Cardio Care 1hr General	Per Session	3.75	4.50	0.00	0.00%
	Cardio Care 1hr Your Reading Passport	Per Session	3.50	4.20	0.00	0.00%
	Cardio Care Course 6wk	Per Session	21.08	25.30	0.00	0.00%
	Cardio Care Course 6 wk Your Reading	Per Session	20.75	24.90	0.00	0.00%
	Cardio Care Course 5wk	Per Session	17.58	21.10	0.00	0.00%
	Cardio Care Course 5 wk Your Reading	Per Session	17.29	20.75	0.00	0.00%
	Administration charge for registration on to Courses Direct Debit	One Off	3.58	4.29	0.00	0.00%
Group Training Sessions	Class A	Session	6.25	7.50	0.00	0.00%
	Class B	Session	5.46	6.55	0.00	0.00%
	Class C	Session	4.71	5.65	0.00	0.00%
	Class D	Session	4.46	5.35	0.00	0.00%
	Class E	Session	3.75	4.50	0.00	0.00%
	Class F	Session	3.13	3.75	0.00	0.00%
	Pool Party	Session	71.67	86.00	0.00	0.00%
	Tots	Session	55.00	66.00	0.00	0.00%
	Disco	Session	59.58	71.50	0.00	0.00%
3G Hire	Cycling	Session	91.67	110.00	0.00	0.00%
	South Reading Leisure Centre 3G pitch (full)	Per Hour	140.00	168.00	0.00	0.00%
	South Reading Leisure Centre 3G pitch (half)	Per Hour	70.00	84.00	0.00	0.00%
Tennis	South Reading Leisure Centre 3G Pitch	Per Hour	35.00	42.00	0.00	0.00%
	South Reading Leisure Centre	Per Hour	5.00	6.00	0.00	0.00%
	South Reading Leisure Centre	Per Hour	5.00	6.00	0.00	0.00%
Parties	Soft Play	Session	66.67	80.00	0.00	0.00%
	Bouncy Castle (Half Hall)	Session	66.67	80.00	0.00	0.00%
	Sporty	Session	100.00	120.00	0.00	0.00%
	Pool Inflatable	Session	108.33	130.00	0.00	0.00%
	Traditional Pool	Session	66.67	80.00	0.00	0.00%
Club Charges	Reading Athletics Club	Session	35.00	42.00	0.00	0.00%
	Reading Road Runners Friday	Session	27.79	33.35	0.00	0.00%
	Reading Road Runners Wednesday	Session	47.58	57.10	0.00	0.00%
	Reading Track Cycle	Session	32.33	38.80	0.00	0.00%
	Palmer Park Velo Club Use	Session	17.00	20.40	0.00	0.00%
	Palmer Park Velo Club Event	Session	23.33	28.00	0.00	0.00%
Aikido	Aikido	Session	18.88	22.65	0.00	0.00%
	Aikido	Session	18.88	22.65	0.00	0.00%
MUSEUM						
School Sessions	(Session, loan, membership, talk etc)	per event	149.00	178.80	0.00	0.00%
Welcome and wow talks	(Session, loan, membership, talk etc)	per event	35.00	42.00	0.00	0.00%
Membership 5 boxes RBC non academy		membership	385.00	462.00	0.00	0.00%
Membership 3 boxes RBC non academy		membership	330.00	396.00	0.00	0.00%
Membership 5 boxes academy schools		membership	412.00	494.40	0.00	0.00%
Membership 3 boxes RBC academy		membership	357.00	428.40	0.00	0.00%
Membership 5 boxes non RBC schools		membership	459.00	550.80	0.00	0.00%
Membership 3 boxes non rbc schools		membership	409.00	490.80	0.00	0.00%
Individual box loan		per box	45.00	54.00	0.00	0.00%
Curious curator packs and welcome and wow talks		per occasion	35.00	42.00	0.00	0.00%
Reminiscence		membership	85.00	102.00	0.00	0.00%
Museum introduction		per occasion	45.00	54.00	0.00	0.00%
Talks - Booked privately		per talk	75.00	90.00	0.00	0.00%
Long talks - booked privately		per talk	150.00	180.00	0.00	0.00%
photography/filming		per image/hour	Price on Request			
Archaeology		per deposit	From £110	From £132	0.00	0.00%
Corporate loans		membership	1,000.00	1,200.00	0.00	0.00%
Family activities		per event	From 50p		0.00	0.00%
Talks - Public		per event	5.00		0.00	0.00%

Proposed Fees and Charges from 1st April 2019 - Directorate of Environment and Neighbourhood Services

Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
BERKSHIRE ARCHEOLOGY						
Charges for provision of Historic Environment Record data to commercial users	BerksHire Archaeology, DENS	Per Hour	44.00	52.80	0.00	0.00%
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	1.46	1.75	0.00	0.00%
Reading Arts - Membership scheme for The Hexagon	Charged at the discretion of customers, and along the booking pathway.	Per Transaction	25.00	30.00	0.00	0.00%
BUSINESS DEVELOPMENT						
Lamp Column Banner Advertising (Broad Street West)	Single (3 months)	each	750.00	900.00	0.00	0.00%
	Renewal (additional 3 months)	each	650.00	780.00	0.00	0.00%
	Pair (3 Months)	each	1,300.00	1,560.00	0.00	0.00%
	Renewal (additional 3 months)	each	1,000.00	1,200.00	0.00	0.00%
	Single (6 months)	each	1,300.00	1,560.00	0.00	0.00%
	Renewal (additional 6 months)	each	1,000.00	1,200.00	0.00	0.00%
	Pair (6 months)	each	2,300.00	2,760.00	0.00	0.00%
	Renewal (additional 6 months)	each	2,000.00	2,400.00	0.00	0.00%
Roundabout Advertising	Imperial Way - A33	each	6,000.00	7,200.00	0.00	0.00%
	Castle Street - IDR	each	6,000.00	7,200.00	0.00	0.00%
	Caversham Road - Richfield Ave	each	5,200.00	6,240.00	0.00	0.00%
	Chatham Street - IDR	each	8,000.00	9,600.00	0.00	0.00%
	Forbury Reservation	each	2,000.00	2,400.00	0.00	0.00%
	Forbury / Kenavon Drive	each	4,500.00	5,400.00	0.00	0.00%
	Hartland / Northumberland	each	4,000.00	4,800.00	0.00	0.00%
	Honiton / Northumberland	each	2,000.00	2,400.00	0.00	0.00%
	Norcot / Oxford Road	each	8,000.00	9,600.00	0.00	0.00%
	Liebenrood / Tilehurst Rd	each	3,600.00	4,320.00	0.00	0.00%
	Queens Road reservation	each	2,000.00	2,400.00	0.00	0.00%
	Vastern / Caversham road	each	3,600.00	4,320.00	0.00	0.00%
	Vastern / Forbury Road	each	4,500.00	5,400.00	0.00	0.00%
	Vastern / George Street	each	8,000.00	9,600.00	0.00	0.00%
	Whitley / Christchurch	each	4,000.00	4,800.00	0.00	0.00%
	Whitley Wood Lane/Road	each	4,000.00	4,800.00	0.00	0.00%
	Circuit / Southcote Lane	each	2,000.00	2,400.00	0.00	0.00%
	Southcote Lane / Virginia Way	each	3,000.00	3,600.00	0.00	0.00%
Gillette Way / Rosekiln	each	4,000.00	4,800.00	0.00	0.00%	
	Discretionary discount <25%					
Welcome to Reading Signage	Single 12 months	each	1,200.00	1,440.00	0.00	0.00%
	Single 6 months	each	800.00	960.00	0.00	0.00%
	All 6 months	each	3,600.00	4,320.00	0.00	0.00%
	All 12 months	each	6,000.00	7,200.00	0.00	0.00%
NEW DIRECTIONS						
Adult Safeguarded Learning (ASL)	Adult Education	Per Hour	7.45	8.94	0.00	0.00%
Adult Skills Budget (ASB)	Adult Education	Per Hour	3.62	4.34	0.00	0.00%
Non-funded Learning	Adult Education	Per Hour	6.70	8.04	0.00	0.00%
TOWN HALL						
Amateur Group Hire	Room Hire & Equipment	Daily	2,083.00	2,500.00	0.00	0.00%
Concert Hall Room Hire	Room Hire	Daily	From £2,075	From £2,490	0.00	0.00%
Concert Hall plus Tech package	Room Hire & Equipment	Daily	3,250.00	3,900.00	0.00	0.00%
Victoria Hall Room Hire	Room Hire	Half Daily/Daily	From £470	From £564	0.00	0.00%
Waterhouse Chamber Hire	Room Hire	Half Daily/Daily	From £200	From £240	0.00	0.00%
Soane Space	Room Hire	Half Daily/Daily	From £175	From £210	0.00	0.00%
3B's	Room Hire	Half Daily/Daily	From £160	From £192	0.00	0.00%
Jane Austen/Oscar Wilde	Room Hire	Half Daily/Daily	From £80	From £96	0.00	0.00%
Marcus Adams	Room Hire	Daily	From £75	From £90	0.00	0.00%
Concert Hall Daily Delegate Rate	Catering & room Hire	Daily	From £41	From £49.20	0.00	0.00%
Victoria Hall Daily Delegate Rate	Catering & room Hire	Half Daily/Daily	From £21	From £25.20	0.00	0.00%
Waterhouse Daily Delegate Rate	Catering & room Hire	Half Daily/Daily	From £27	From £32.40	0.00	0.00%
Jane Austen/Oscar Wilde Daily Delegate Rate	Catering & room Hire	Half Daily/Daily	From £25	From £30	0.00	0.00%
3B's Daily Delegate Rate	Catering & room Hire	Half Daily/Daily	From £23.50	From £28.20	0.00	0.00%

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Service	Category	Charge Unit	New Fee Proposed from April 2019 £	New Fee including VAT £	Increase/ (decrease) £	Increase/ (decrease) %
Soane Space Daily Delegate Rate	Catering & room Hire	Half Daily/Daily	From £23.50	From £28.20	0.00	0.00%
Lectern PA Hire	Equipment	Daily	80.00	96.00	0.00	0.00%
PA Hire	Equipment	Daily	55.00	66.00	0.00	0.00%
MicrophOne Hire	Equipment	Daily	62.00	74.40	0.00	0.00%
Tech time	Equipment	Per hour	26.00	31.20	0.00	0.00%
Monitor Hire	Equipment	Daily	35.00	42.00	0.00	0.00%
Additional Projector Screen	Equipment	Daily	15.00	18.00	0.00	0.00%
LCD Projector	Equipment	Daily	55.00	66.00	0.00	0.00%
Laptop Hire	Equipment	Daily	55.00	66.00	0.00	0.00%
Piano Hire	Equipment	Daily	55.00	66.00	0.00	0.00%
Piano Tuned	Equipment	Daily	80.00	96.00	0.00	0.00%
Lectern Hire	Equipment	Daily	15.00	18.00	0.00	0.00%
Flip Chart	Equipment	Each	16.00	19.20	0.00	0.00%
SPeaker phOne	Equipment	Daily	31.50	37.80	0.00	0.00%
Display Board	Equipment	Daily	30.00	36.00	0.00	0.00%
Dance Floor	Equipment	Daily	55.00	66.00	0.00	0.00%
Pads & Pens	Equipment	Per person	3.25	3.90	0.00	0.00%
Photocopies	Equipment	Each	12p	14p	0.00	0.00%
Late Bar	Equipment	Event	105.00	126.00	0.00	0.00%
Serving Staff	Equipment	Per hour	18.00	21.60	0.00	0.00%
Security Staff	Equipment	Per hour	20.00	24.00	0.00	0.00%
DJ	Equipment	Per event	425.00	510.00	0.00	0.00%
Stage- Vic Hall	Equipment	Daily	£80-£160	£96-£192	0.00	0.00%
BERKSHIRE RECORDS OFFICE						
Copy certificates (baptism, burial, pre 1837 marriage)		Each	11.67	14.00	0.00	0.00%
Copy certificates (post 1837 marriage)		Each	8.33	10.00	0.00	0.00%
Reprographics		Each	1.67	2.00	0.84	101.20%
Self Service Photos		Each	1.67	2.00	0.84	101.20%
Self-Service Printouts		Each	0.83	1.00	0.41	97.62%
Digital Photos		Each	8.33	10.00	0.00	0.00%
Restoration Service		Half Hour	13.33	16.00	1.66	14.22%
Research		Half Hour	13.33	16.00	1.66	14.22%
Research		Per Hour	26.67	32.00	3.34	14.32%
MODERN RECORDS						
Records Storage	Storage of records by box	Per Box	9.00	10.80	0.00	0.00%
PLAY SERVICES						
School Support	1:1 Support Session	Per hour	30.90	37.08	0.00	0.00%
	Lunchtime Support Session	Per hour	22.66	27.19	0.00	0.00%
	STEPS - Travel Project	Per hour	51.50	61.80	0.00	0.00%
Hire	Equipment Hire - Large	per Session	103.00	123.60	0.00	0.00%
	Equipment Hire - Medium	per Session	82.40	98.88	0.00	0.00%
	Equipment Hire - Small	per Session	51.50	61.80	0.00	0.00%
Staff Support	0-5 Staff Support	Per hour	15.86	19.03	0.00	0.00%
Events	Play in the Park	per Session	3.09	3.71	0.00	0.00%
	Mini Kickers	Per hour	2.06	2.47	0.00	0.00%
	Walking Football	Per hour	4.12	4.94	0.00	0.00%
	Holiday Events	per Session	6.18	7.42	0.00	0.00%
Discretionary	Archery for over 50's	per Session	6.70	8.03	0.00	0.00%
	Team building	per Session	66.95	80.34	0.00	0.00%
Holiday Clubs Age range 4- 12	8:30am to 1pm	per Session	9.17	11.00	0.00	0.00%
	1pm to 5:30pm	per Session	9.17	11.00	0.00	0.00%
	9am to 3:30pm	per Session	14.17	17.00	0.00	0.00%
	8:30am to 5:30pm	per Session	18.22	22.00	0.00	0.00%
After School Club	Regukar Session (single)	per child	9.17	11.00	0.00	0.00%
	Regular Session (siblings)	per child	7.33	8.80	0.00	0.00%
	Short Session (single)	per child	6.67	8.00	0.00	0.00%
	Short Session (siblings)	per child	5.33	6.40	0.00	0.00%