

**REPORT TO:** PLANNING COMMITTEE  
CABINET MEMBER – TECHNICAL SERVICES  
CABINET

**DATE:** 9 February 2011  
23 February 2011  
3 March 2011

**SUBJECT:** Proposed Increase in Fees and Charges

**WARDS AFFECTED:** ALL

**REPORT OF:** Andy Wallis, Planning & Economic Development Director

**CONTACT OFFICER:** Jim Alford Telephone 0151 934 3544

**EXEMPT/  
CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

To provide an addendum to the report previously circulated and seek approval to the Local Land Charges fees and charges for 2011/12 levied within the Planning Portfolio.

**REASON WHY DECISION REQUIRED:**

At the meeting of 26<sup>th</sup> February 2004, Cabinet requested that any other amendment to fees and charges be referred for approval prior to implementation.

**RECOMMENDATION(S):**

1. That the Local Land Charges fees and charges for 2011/12 set out in the attached Annex be approved

**KEY DECISION:** No

**FORWARD PLAN:** No

**IMPLEMENTATION DATE:** 1 April 2011

**ALTERNATIVE OPTIONS:**

Fees remain the same as previous approved

**IMPLICATIONS:**

**Budget/Policy Framework:** Fees and Charges are set outside of the main budget setting process

**Financial:**

<b><u>CAPITAL EXPENDITURE</u></b>	<b>2010/ 2011 £</b>	<b>2011/ 2012 £</b>	<b>2012/ 2013 £</b>	<b>2013/ 2014 £</b>
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<b><u>REVENUE IMPLICATIONS</u></b>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

**Legal:****Risk Assessment:****Asset Management:****CONSULTATION UNDERTAKEN/VIEWS**

Finance Department FD

**CORPORATE OBJECTIVE MONITORING:**

<b><u>Corporate Objective</u></b>		<b><u>Positive Impact</u></b>	<b><u>Neutral Impact</u></b>	<b><u>Negative Impact</u></b>
1	Creating a Learning Community		✓	
2	Creating Safe Communities		✓	
3	Jobs and Prosperity		✓	
4	Improving Health and Well-Being		✓	
5	Environmental Sustainability		✓	
6	Creating Inclusive Communities		✓	
7	Improving the Quality of Council Services and Strengthening local Democracy		✓	
8	Children and Young People		✓	

**LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT**

Planning Fees and Charges 2009-10  
Environmental Information Regulations

## **BACKGROUND:**

1. The Committee will be aware that each year those fees and charges levied by individual departments are reviewed and increased (where appropriate) to reflect current service delivery costs, national guidelines and/or inflation.
2. In 2004, Cabinet requested that any other amendment to fees and charges be referred for approval prior to implementation.
3. Some of the services of the Planning & Economic Development Department have been transferred to other Portfolios so charges previously included for these areas have been removed from the list.
4. Attached at Annex A is a summary of those fees and charges included within the Planning and Technical Services portfolios, together with proposed increases in charges. Changes made to the list include :
  - The service charge has been aligned with the cost of supply of environmental information.
  - Inflationary increases of 4.6% (based on RPI average for 2010)
5. It is proposed that fees and charges be increased to reflect inflationary pressures and national guidelines where appropriate.

## Land Charges Fees

6. The Environmental Information Regulations 2004 provide for the information given in land searches to be made available for inspection free of charge. Facilities have been put in place for personal searchers to access the land charges and highways registers at Sefton Plus and building regulation registers, environmental protection notices and highways information at Magdalen House, and planning information is available on Sefton's website.
7. It is anticipated that charging for land charge searches will be overtaken by the provisions of the Environmental Information Regulations in that the Council is only able to make reasonable charges for information which it may be requested to provide to clients in a tailored format and must not make a profit from this work. Work is now underway to collate information in respect of costs for the service and fees for land searches will be set to reflect this.

<b>Scale of Charges 2011/12 Planning Services</b>		
<b>Details</b>	<b>2010/11 Charges (£)</b>	<b>New charges 2011/12 Charges (£)</b>
<b>Local Land Charges</b> (contact us on 934 2019 or 2199)		
<b>Standard Search Fee CON29R/LLC1</b>	102.00	48.00
CON29R form only	80.00	36.00
CON29O enquiries: each box ticked (all £285)	15.00	5.00
CON29 form only - each box	15.00 + 10.00 admin fee	5.00 + 5.00 admin fee
LLC1 only	22.00	12.00
LLC1 additional parcel fee (maximum 16 parcels)	1.00 each	1.00 each
Solicitors written enquiry:	30.00	N/A
Expedited Fee:	20.00	20.00
Additional parcels:	£ 20.00 each	10.00
Copies of LC entries (not including a copy or extract of any plan or document filed pursuant to LLC rules)	1.50	N/A
Inspection of documents filed under Rule 10 in respect of each parcel of land (Light Obstruction Notices only)	2.50	Free