



8/1/2019

Erratum Notice

Please be advised that an error has come to light since the publication of the Environment, Health and Housing Committee agenda, for the 8 January 2019 meeting.

The error relates to Item 6 – Budget Setting – Fees and Charges 2019/20 in that the draft fees and charges quoted on Page 1 of Appendix A relating to “for the purchase of exclusive right of burial in” section for the Cemetery and Crematorium were incorrect.

The proposed fees have been amended and a correct Draft Fees and Charges Schedule for 2019/20 is attached.

ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2018/19 Fees & Charges £	DRAFT 2019/20 Fees & Charges £
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<p><u>Cemetery & Crematorium</u></p> <p>The fees for a 'resident' apply where the deceased, immediately before their death was an inhabitant of the Borough of Fylde or a parishioner of any Parish comprised therein.</p> <p>Interments:</p> <p>For the Interment of:</p> <ul style="list-style-type: none"> - The body of a stillborn child, or a child whose age at the time of death did not exceed 17 years. In a child's grave allocated by the Authority - The body of a non-resident whose age exceeded 17 years at the time of death - The body of a resident whose age exceeded 17 years at the time of death - For interment in a vault of a non-resident (exclusive of the charges for brickwork) - For the interment in a vault of a resident (exclusive of the charges for brickwork) - Construction of a vault - For the interment of cremated remains in a grave for a non-resident - For the interment of cremated remains in a grave for a resident <p>For the purchase of exclusive right of burial in:</p> <ul style="list-style-type: none"> - An earth grave, for 100 years for a non-resident - An earth grave, for 100 years for a resident - An earth grave non-standard size for cremated remains, for 100 years for a non-resident - An earth grave non-standard size for cremated remains, for 100 years for a resident <p>Removal & Re-fix of Memorials:</p> <ul style="list-style-type: none"> - For removal and re-fix of memorials 					
	d	Per Interment	D	0.00	0.00
	d	Per Interment	D	840.00	882.00
	d	Per Interment	D	560.00	588.00
	d	Per Interment	D	840.00	882.00
	d	Per Interment	D	560.00	588.00
	d	Per Vault	D	Cost + 10%	Cost + 10%
	d	Per Interment	D	213.00	223.00
	d	Per Interment	D	142.00	149.00
	d	Per Grave	D	1110.00	1,165.00
	d	Per Grave	D	740.00	777.00
	d	Per Grave	D	786.00	825.00
	d	Per Grave	D	420.00	441.00
	d	Per Memorial	D	Cost + 10%	Cost + 10%

VAT Codes:

a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated

ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2018/19 Fees & Charges £	DRAFT 2019/20 Fees & Charges £
<u>Cemetery & Crematorium Continued:</u>					
Memorials					
For the right to erect:					
- A headstone not exceeding 3ft	c	Per Memorial	D	81.50	85.50
- A headstone on Foundation	c	Per Memorial	D	145.00	152.00
- Kerbings on permitted graves	c	Per Memorial	D	70.00	74.00
- For each extra inscription (Inc. VAT)	a	Per Inscription	D	35.00	37.00
Cremations:					
For the cremation:					
- Of the body of a stillborn child or of a child whose age at the time of death exceeded one month but did not exceed 17 years.	c	Per Cremation	D	0.0	0.00
- Of the body of a person whose age at the time of death exceeded 17 years	c	Per Cremation	D	689.00	724.00
- Early morning & adult simplicity cremations by appointment with the Crematorium Registrar	c	Per Cremation	D	460.00	483.00
- Direct cremations at a time agreed with the crematorium	c	Per Cremation	D	395.00	399.00
- Saturday morning service traditional cremations	c	Per Cremation	D	1033.00	1086.00
Memorial Wall Plaques:					
- Single wall plaque including inscription to 70 characters.	a	Per Plaque	D	231.00	238.00
- Double wall plaque including 2 inscriptions to 140 characters.	a	Per Plaque	D	462.00	476.00
- Double wall plaque including reserved section to 70 characters.	a	Per Plaque	D	340.00	350.00
- Second inscription on existing plaque	a	Per Plaque	D	122.00	126.00
Memorial Wall Lease Fee					
- Lease fee per section	a	Per Section	D	-	35.00

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DRAFT Fees and Charges Schedule 2019/20

Appendix A

ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2018/19 Fees & Charges £	DRAFT 2019/20 Fees & Charges £
Cremations Continued:					
Memorial Niche:					
- For a purchase of a new niche to include interment of first casket.	c	Per Niche	D	398.00	410.00
- For the purchase of a refurbished niche to include first casket.	c	Per Niche	D	229.00	236.00
- For the interment of a second casket in an existing niche.	c	Per Internment	D	51.00	53.00
- Single inscription on niche cover	a	Per Inscription	D	99.00	102.00
Extra Letters on Existing Memorial Stone:					
- Extra Lettering on existing kerbstones	a	Per Inscription	D	122.00	126.00
- For cleaning and re-blackening original inscription (per section)	a	Per Section	D	50.00	51.00
- For other types of memorial works	a	Per Occasion	D	Cost + 50%	Cost + 50%
Book of Remembrance:					
- For a two line entry	a	Per entry	D	46.00	48.00
- For an entry up to five lines	a	Per entry	D	92.00	96.00
- For an entry up to eight lines	a	Per entry	D	140.00	144.00
- For an entry up to five lines to include a floral emblem, badge, crest or other design	a	Per entry	D	165.00	170.00
- For an entry up to eight lines to include a floral emblem, badge, crest or other design	a	Per entry	D	210.00	216.00
Copies of Book Entries on Folded Memorial Card:					
- For a two line entry	a	Per Card	D	30.00	31.00
- For an entry up to five lines	a	Per Card	D	44.50	46.00
- For an entry up to eight lines	a	Per Card	D	50.50	52.00
- For an entry up to five lines to include a floral emblem, badge, crest, or other design	a	Per Card	D	118.00	121.00
- For an entry up to eight lines to include a floral emblem, badge, crest, or other design	a	Per Card	D	148.00	152.00

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<u>Private Sector Housing</u>					
- Enforcement Notice (Housing Act 2004)	d	Per Notice	D	419.00	427.00
- HMO Licence (Housing Act 2004)	d	Per Application	D	919.00	937.00
- HMO Licence Renewal (Housing Act 2004)	d	Per Application	D	303.00	309.00
- Immigration housing inspection	d	Per Inspection	D	130.00	133.00
<u>Tenancy Support</u>					
- Items taken from home and taken into storage	a	Per Removal	D	50.00	50.00
- Weekly storage costs	a	Per Removal	D	10.00	10.00
- Items removed from storage and taken to home	a	Per Removal	D	50.00	50.00

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DRAFT Fees and Charges Schedule 2019/20

Appendix A

ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2018/19 Fees & Charges £	DRAFT 2019/20 Fees & Charges £
<u>Environmental Health, Rodent & Pest Control Charges*</u>					
Domestic Premises:					
<ul style="list-style-type: none"> Rodents and insects which present a risk to public health: (Mice, Rats, Cockroaches and bed bugs). (The fee includes up to 2 revisits if needed.)	a	Up to 3 visits	D	45.00	-
<ul style="list-style-type: none"> Pests (Excluding Wasps) which do not present a risk to public health. (The fee is per treatment although includes a revisit within 1 month if needed.)	a	Per Treatment	D	75.00	-
<ul style="list-style-type: none"> Pests (Including Wasps) which do not present a risk to public health (The Fee is per treatment although includes a revisit within 1 month if needed.)	a	Per Treatment	D	68.00	-
Call out fee – if Officer visits but no treatment required	a	Per Visit	D	20.00	-
Non Domestic Premises:					
All Pests					
<ul style="list-style-type: none"> Call out and treatment minimum charge 	a	Per Visit	D	95.00	-
<ul style="list-style-type: none"> Subsequent visits 	a	Per Visit	D	45.00	-
<ul style="list-style-type: none"> Advisory visit to customers premises 	a	Per Visit	D	20.00	-
<ul style="list-style-type: none"> Contract Work 		Individual Price Per Contract			
<ul style="list-style-type: none"> Moles – Up to 3 visits (Domestic and non-domestic) 	a	Per Treatment	D	65.00	-
<ul style="list-style-type: none"> Subsequent visits 	a	Per Additional Visit	D	30.00	-

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<u>Drainage Services</u>					
- Clearance of blocked drain	a	Per Clearance	D	115.00	120.00
- CCTV drain investigation	a	Per investigations	D	115.00	120.00
- Combined clearance and CCTV investigation	a	Per Clearance / Investigation	D	230.00	235.00
<u>Removal of Illegal Traveller Encampments:</u>					
- Work associated with illegal encampments up to removal order stage	a	Per Encampment	D	350.00	350.00
- Should the encampment remain, then work associated with execution of removal order – per hour	a	Per hour	D	120.00	120.00
- Legal costs and removal to be charged in addition to the above	a	Per Encampment	D	At Cost	At Cost
<u>Air Pollution Control (Environment Protection Act 1990)</u>					
Fees are charged at the national rates which are established and set by the Government.					
https://www.gov.uk/government/publications/environmental-permitting-charging-scheme					
List of Authorised Processes:					
- Commercial Interest	a	Per Property / Site Per Hour	D	75.00	75.00
- Fylde Residents / Students (Academic Research)	d	Per Property / Site Per Hour	D	Free	Free
Public Register Entries:					
- Commercial Interest – per hour	a	Per Property / Site Per Hour	D	110.00	110.00
- Fylde Residents / students (Academic Research)	d	Per Property / Site Per Hour	D	Free	Free
Contaminated Land Enquiries:					
- Contaminated Land Enquires: Desk top study – records /search and basic written response where no more than one site identified - per hour	a	Per Property / Site Per Hour	D	110.00	110.00
- Contaminated Land Enquiries: Where in addition to above, basic written response detailed landfill gas or chemical data is requested or the enquiry covers more than one site.	d	Per Property / Site Per Hour	D	Individual Costs to be negotiated	Individual costs to be negotiated

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Other Environmental Information:					
- Commercial Interest – Per Hour	a	Per Hour	D	110.00	110.00
- Fylde Residents / Students (Academic Research)	d	Per Session	D	Free	Free
Street Trading Consents:					
- Class 1: Commercial – Annual	d	Per Application	D	450.00	460.00
- Class 1: Commercial – Renewal	d	Per Application	D	420.00	430.00
Class 2 : Charitable Organisations (no more than one day duration)	d	Per Application	D	0.00	0.00
Volunteer Surrender of food:					
- Documentation / Certification (Per Hour – minimum 1 hour)	d	Per Application	D		
Food Hygiene Rating Scheme:					
FBO Request for Food Hygiene Rating Revisit	d	Per Revisit	D	125.00	128.00
General Fees & Charges:					
- Work carried out in default of a notice (Initial Costs)	a	Per Investigation	D	120.00	120.00
- Plus cost per premises / Site Visit	a	Per Site / Premises	D	65.00	65.00
Private Water Supplies Regulations 2009					
- Risk Assessment	a	Per Assessment	P	500.00 (MAX)	500.00 (MAX)
- Sampling	a	Each Visit	P	100.00 (MAX)	100.0 (MAX)
- Investigation	a	Each Investigation	P	100.00 (MAX)	100.00 (MAX)
- Granting an authorisation	a	Each Authorisation	P	100.00 (MAX)	100.00 (MAX)

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General Fees & Charges continued:					
- Analysing a sample (reg 10)	a	Each Sample	P	25.00 (Max)	25.00 (Max)
- Analysing a sample taken during check monitoring	a	Each Sample	P	100.00 (Max)	100.00 (Max)
- Analysing a sample taken during audit monitoring	a	Each Sample	P	500.00 (Max)	500.00 (Max)
<u>Licences</u>					
Site Licensing Fees – The Mobiles Homes Act 2013:					
- New Site Application	d	Per Application	D	320.00	320.00
- Transfer Existing Site Licence	d	Per Application	D	190.00	190.00
- Alteration of Conditions	d	Per Application	D	375.00	375.00
- Depositing Site Rules	d	Per Application	D	80.00	80.00
- Annual Licence Fee – Per Site	d	Per Site	D	250.00	250.00
- Annual Licence Fee - Pitch Fee	d	Per Pitch	D	5.00	5.00
Street Café:					
Grant	d	Per Application	D	305.00	312.00
Renewal	d	Per Application	D	225.00	230.00
Sex Shop:					
Grant	d	Per Application	D	1670.00	1710.00
Public/Private Hire:					
Vehicle	d	Per Application	D	185.00	190.00
Hackney Carriage Vehicle Licences	d	Per Application	D	185.00	190.00
Hackney Carriage Drivers Licences	d	Per Application	D	92.00	94.00

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Plate Charges					
- Full Set	d	Per Application	D	19.75	21.00
- Rear Plate & Mount	d	Per Application	D	10.75	11.25
- Rear Plate Only	d	Per Application	D	5.00	5.25
- Rear Mount Only	d	Per Application	D	5.75	6.00
- Front Plate & Mount	d	Per Application	D	6.50	7.00
- Front Plate Only	d	Per Application	D	2.50	2.75
- Front Mount Only	d	Per Application	D	4.00	4.25
- Button & Keys	d	Per Application	D	1.25	1.50
- Pouch	d	Per Application	D	1.25	1.25
- Private Hire Door Stickers	d	Per Pair	D	6.15	6.15
Drivers					
- New (annual)	d	Per Application	D	92.00	94.00
- New (3 yearly)	d	Per Application	D	230.00	235.00
- Private Hire Operators 1-5 Vehicles (5 yearly)	d	Per Application	D	305.00	312.00
- Private Hire Operators 6-10 Vehicles (5 yearly)	d	Per Application	D	325.00	333.00
- Private Hire Operators 11 Vehicles (5 yearly)	d	Per Application	D	350.00	358.00
- Replacement Driver Badges	d	Per Application	D	10.50	10.50
- Driver Licence Renewals (Private Hire or Hackney)	d	Per Application	D	76.50	78.00
- Driver Licence Renewals (Private Hire or Hackney 3 yearly)	d	Per Application	D	180.00	184.50
- Drivers Combined New	d	Per Application	D	127.50	130.50
- Drivers Combined New (3 yearly)	d	Per Application	D	230.00	235.00

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- Driver Combined Existing	d	Per Application	D	82.50	84.50
- Driver Combined Existing (3 yearly)	d	Per Application	D	180.00	184.50
- Transfer Licence Fee	d	Per Application	D	36.00	37.00
Notes: We do not issue refunds with respect to Taxi/PHV Licences					
- Fare Cards	d	Per Application	D	2.65	2.65
- Knowledge Test	d	Per Test	D	18.50	19.00
Licensing & Registration:					
- Animal Boarding Establishment	d	Per Application	D	127.50	131.50
- Dog Breeding Establishment Licence	d	Per Application	D	127.50	131.50
- Dangerous Wild animal Licence	d	Per Application	D	225.00	230.00
- Pet Shop Licence	d	Per Application	D	127.50	131.50
- Riding Establishment Licence	d	Per Application	D	225.00	230.00
- Riding Establishment Licence Renewal	d	Per Application	D	200.00	206.0
- Scrap Metal Collectors	d	Per Application	D	335.00	343.00
- Scrap Metal Site	d	Per Application	D	340.00	348.50
- Second Hand Dealer Registration	d	Per Application	D	122.50	125.50
- Skin Piercing Registration – Premises	d	Per Application	D	165.00	172.00
- Skin Piercing Registration - Persons	d	Per Application	D	165.00	172.00
Notes: Skin piercers include acupuncturists, tattooists, ear piercers and electrologists'. Both skin piercers and their premises have to be registered with an Authority. Normally there is one registered proprietor for each premises, although there may be a number of practitioners. Each and every additional practitioner will be required to register.					

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<p>General: Alterations or additions to the above licences, registrations and consents, which result in the need to visit premises and issue documentation will be charged at half the standard fee.</p> <ul style="list-style-type: none"> - Many of the Licences are issued from the 1st January each year. Where application is made part way through a year, 1/12 of the standard fee will be charged for each full month remaining plus an administration fee of £54.00 - Where a licence is surrendered part way through a year a 1/12 refund of the standard fee will be charged for each full calendar month remaining, less an administration fee of £54.00 - Licence fee levels for 2016/17 have been assessed to ensure the fee equates to no more than the cost of providing the licence. <p><u>Gambling Act 2005 – Premises Licence Fees</u></p> <p>Casino Premises Licence:</p> <ul style="list-style-type: none"> - Annual Fee - Variation Fee - Transfer Fee - Reinstatement of Licence <p>Bingo Premises Licence:</p> <ul style="list-style-type: none"> - New Application - Annual Fee - Provisional Statement Fee - Premises Licence fee holder of provisional statements - Variation Fee - Transfer Fee - Reinstatement of Licence 					
	d	Per Application	D to P max	265.00	271.50
	d	Per Application	D to P max	190.00	195.00
	d	Per Application	D to P max	152.50	156.50
	d	Per Application	D to P max	152.50	156.50
	d	Per Application	D to P max	195.00	200.00
	d	Per Application	D to P max	240.00	246.00
	d	Per Application	D to P max	152.50	156.50
	d	Per Application	D to P max	30.00	31.00
	d	Per Application	D to P max	190.00	195.00
	d	Per Application	D to P max	152.50	156.50
	d	Per Application	D to P max	152.50	156.50

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Bingo Premises (Other) Licence:					
- New Application	d	Per Application	D to P max	195.00	200.00
- Annual Fee	d	Per Application	D to P max	240.00	246.00
- Provisional Statement Fee	d	Per Application	D to P max	152.50	156.50
- Provisional Licence fee for holders of provisional statements	d	Per Application	D to P max	30.00	31.00
- Variation Fee	d	Per Application	D to P max	190.00	195.00
- Transfer Fee	d	Per Application	D to P max	152.50	156.50
- Reinstatement of Licence	d	Per Application	D to P max	152.50	156.50
Adult Gaming Centre Premises Licences:					
- New Application	d	Per Application	D to P max	195.00	200.00
- Annual Fee	d	Per Application	D to P max	240.00	246.00
- Provisional Statement Fee	d	Per Application	D to P max	152.50	156.50
- Premises Licence fee for holders of provisional statements	d	Per Application	D to P max	30.00	31.00
- Variation Fee	d	Per Application	D to P max	190.00	195.00
- Transfer Fee	d	Per Application	D to P max	152.50	156.50
- Reinstatement of Licence	d	Per Application	D to P max	152.50	156.50
Family Entertainment Centre Premises Licence:					
- New Application	d	Per Application	D to P max	195.00	200.00
- Annual Fee	d	Per Application	D to P max	240.00	246.00

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Family Entertainment Centre Premises Licence Continued:					
- Provisional Statement Fee	d	Per Application	D to P max	152.50	156.50
- Premises Licence fee for holders of provisional Statement	d	Per Application	D to P max	30.00	31.00
- Variation Fee	d	Per Application	D to P max	190.00	195.00
- Transfer Fee	d	Per Application	D to P max	152.50	156.50
- Reinstatement of Licence	d	Per Application	D to P max	152.50	156.50
Tracks:					
- New Application	d	Per Application	D to P max	195.00	200.00
- Annual Fee	d	Per Application	D to P max	240.00	246.00
- Provisional Statement fee	d	Per Application	D to P max	152.50	156.50
- Premises licence fee for holder of provisional Statement	d	Per Application	D to P max	30.00	31.00
- Variation Fee	d	Per Application	D to P max	190.00	195.00
- Transfer Fee	d	Per Application	D to P max	152.50	156.50
- Reinstatement of licence	d	Per Application	D to P max	152.50	156.50
- Fee for notification of change of circumstance	d	Per Application	P	50.00	50.00
- Fee for copy of licence	d	Per Application	P	25.00	25.00

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Licensing Act Charges Licensed Premises Fees: Non-Domestic Rateable Value Application / Initial Fee					
Band A: 0 - 4300	d	Per Application	P	100.00	100.00
Band B: 4301 - 3300	d	Per Application	P	190.00	190.00
Band C: 33001 - 87000	d	Per Application	P	315.00	315.00
Band D: 87001 - 125000	d	Per Application	P	450.00	450.00
Band E: 125001 and Over	d	Per Application	P	635.00	635.00
Annual / Renewal Charge					
Band A: 0 - 4300	d	Per Application	P	70.00	70.00
Band B: 4301 - 3300	d	Per Application	P	180.00	180.00
Band C: 33001 - 87000	d	Per Application	P	295.00	295.00
Band D: 87001 - 125000	d	Per Application	P	320.00	320.00
Band E: 125001 and Over	d	Per Application	P	350.00	350.00
Note: Where the premises are in Band D or Band E, and where the primary or exclusive function is to supply alcohol for consumption on the premises the fees will be as follows.					
Annual / Renewal Charge					
Band D: 87001 - 125000	d	Per Application	P	640.00	640.00
Band E: 125000 and Over	d	Per Application	P	1,050.00	1050.00
Personal Licence: Renewable after 10 years	d	Per Application	P	37.00	37.00

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Other Fees & Charges:					
Application for copy of licence or summary on theft, loss etc. of premises licence or summary	d	Per Application	P	10.50	10.50
Notification of Change of name or address (holder of premises licence)	d	Per Application	P	10.50	10.50
Application to vary to specify individual as premises supervisor	d	Per Application	P	10.50	10.50
Application to transfer premises licence	d	Per Application	P	23.00	23.00
Interim authority notice	d	Per Application	P	23.00	23.00
Application for making a provisional licence	d	Per Application	P	23.00	23.00
Application for a copy certificate or summary on theft, loss of certificate or summary	d	Per Application	P	315.00	315.00
Notification of change of name or alteration of club rules	d	Per Application	P	10.50	10.50
Change of relevant registered address of club	d	Per Application	P	10.50	10.50
Temporary event notices	d	Per Application	P	10.50	10.50
Application of copy of notice on theft, loss etc. of temporary event notice	d	Per Application	P	21.00	21.00
Application for copy of licence on theft, loss etc. of personal licence	d	Per Application	P	10.50	10.50
Notification of change of name or address (personal licence)	d	Per Application	P	10.50	10.50
Notice of interest in any premises	d	Per Application	P	21.00	21.00
Note: All the prescribed Licensing Act 2003 fees are currently prescribed in regulations to the act. New legislation is anticipated whereby such fees shall be locally set but the date for this currently unknown.					

VAT Codes:

a = Standard Rate **c** = Exempt **d** = Outside Scope **e** = Zero Rated

ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	VAT Code	Unit Of Charge	Variable Charge Discretionary (D) Prescribed (P)	Approved 2018/19 Fees & Charges £	DRAFT 2019/20 Fees & Charges £
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VAT Codes:
a = Standard Rate c = Exempt d = Outside Scope e = Zero Rated