


Agenda Item No:	7	
Committee:	Overview & Scrutiny Panel	
Date:	15 January 2018	
Report Title:	Review of Fees and Charges 2018/19	

Cover sheet:

1 Purpose / Summary

To review the Council's Fees and Charges for 2018/19 in line with the Budget Strategy agreed by Cabinet on 14 December 2017.

2 Key issues

- At a separate agenda item, the interim Budget report for 2018/19 highlights the significant financial challenges the Council faces over the medium term and the scale of savings required. The proposals in this report contribute to producing a balanced budget for 2018/19.
- The current and forecast economic climate dictates that the Council's charges have to remain sympathetic of local people's ability to pay, whilst at the same time maximising income to the Council.
- Consumer Price Index (CPI) inflation currently stands at 3.1% (November 2017), steadily increasing over the last twelve months from a rate of 1.2% (November 2016). Inflation is forecast to remain at these levels in the short-term with a steady reduction over the next two years to around 2%. Even at this rate, these are historically low figures and officers have been mindful of the low inflation environment when considering proposals for increases in 2018/19.
- The proposed fees and charges for 2018/19 are attached at Appendix A.
- The proposals (excluding the statutory planning fee increase) would, at current usage levels, generate further income from fees and charges of an estimated £52,340. Of this, £45,340 is in line with the assumptions and income levels included in the interim budget report. The £7,000 of estimated additional income generated from the increase in pre-application planning fees will be included in the final budget proposals for 2018/19.
- Consequently, the emphasis is on increasing usage in order to maximise income levels. Any reduction in the level of increases proposed will increase the pressure on the 2018/19 budget.
- The estimated net additional income from the statutory planning fee increase of £50,000 per annum which will help reduce the cost of the Planning Service and subsequently help produce a balanced budget for the Council in 2018/19.

3 Recommendations

- Members are asked to consider the proposals contained in this report and at Appendix A and to recommend to Cabinet the Fees and Charges to be included in the final budget proposals for 2018/19.

Wards Affected	All
Forward Plan Reference	
Portfolio Holder(s)	Cllr John Clark, Leader Cllr Chris Seaton, Portfolio Holder, Finance
Report Originator(s)	Brendan Arnold, Corporate Director and Chief Finance Officer Mark Saunders, Chief Accountant
Contact Officer(s)	Brendan Arnold, Corporate Director and Chief Finance Officer Mark Saunders, Chief Accountant
Background Paper(s)	Interim Medium Term Financial Strategy and General Fund Budget 2018/19. Notification of Planning Fees increase from Department of Communities and Local Government – December 2017.

Report:

1 INTRODUCTION

- 1.1 The Draft Medium Term Financial Strategy and General Fund Budget 2018/19 agreed by Cabinet on 14 December 2017 highlighted the impact on Fenland of the Local Government Finance Settlement which confirmed the previously notified significant reductions in Government Grant over the medium term. Further details are contained in the interim budget report at a separate agenda item.
- 1.2 When reviewing the current level of fees and charges, officers have been mindful of the following principles:
- (i) The current economic climate and the impact on residents and businesses;
 - (ii) CPI Inflation currently stands at 3.1% (November 2017), although is forecast to reduce slightly over the next twelve months;
 - (ii) The need to remain competitive and maintain/increase activity levels;
 - (iii) Flexibility in the charging regime to encourage increased usage and to assist with meeting Corporate Priorities;
 - (iv) The need to maximise income levels to assist with funding the Medium Term Financial Forecasts.
- 1.3 Although the Interim Budget report did not specifically identify a proposed increase in fees and charges, certain assumptions had to be made in order to produce an interim budget for 2018/19. The proposals detailed in this report will, overall, meet the income levels included in the December Interim Budget report. Any reduction in the level of increases proposed will increase the pressure on the level of savings required.

2 PROPOSALS

- 2.1 The proposed fees and charges for 2018/19, together with comparisons with current charges, percentage increase and financial impact are detailed at Appendix A.
- 2.2 Many of our fees and charges are non-vatable and are shown in Appendix A as either exempt(e), non-business(n) or zero-rated(z). All other charges are standard rated and shown inclusive of VAT, with the exception of the charges for South Fens Business Centre and The Boathouse, which are shown excluding VAT.
- 2.3 Some of our fees and charges are set centrally by government and apply to all local authorities. These are included in Appendix A and cover the following:
- Licensing Fees issued under the Licensing Act 2003 and Gambling Act 2005
 - Electoral Registration
 - Environmental Services – Process Authorisation Fees
- We have no discretion in the setting of these fees and there are no further increases planned for 2018/19.
- 2.4 Planning Fees are also set by government and after 5 years of no increase, these will increase by 20% with effect from 17 January 2018. Further details are contained in paragraph 5.1 below.
- 2.5 Taking into account the principles detailed in 1.2 above, all Service Teams have assessed their charges for 2018/19 and their proposals are detailed in Appendix A.
- 2.6 Detailed service proposals are contained in the following sections together with some commentary explaining the rationale for the proposed charges for 2018/19. The following sections are in the same order as detailed in Appendix A.

3 GROWTH & INFRASTRUCTURE SERVICES

3.1 Wisbech Port – Statutory Harbour Dues (Harbour & Light Dues, Conservancy Dues, Pilotage Dues and Additional Charges), Wharfage Dues (Wisbech only), Yacht Harbour (Wisbech only)

Statutory Dues

- Members will be aware that this Council is the Statutory Harbour Authority for the River Nene from Wisbech to the Bar Flat Buoy in The Wash. The Council is allowed to set charges to recover costs over a period of time, a principle re-iterated by the Department for Transport in a letter to the Council dated 10 January 2012, where they emphasise that there should not be any 'substantial or continuing subsidy from a local authority's general funds to its port'.
- In accordance with the 'cost-recovery' principle, the Council will be seeking to recover not only the estimated annual running costs associated with the Statutory Harbour Authority activities, but also the additional annual payment to the Pilots' National Pension Fund relating to its' deficit recovery plan. These costs will be recovered from the charges levied on ships visiting Wisbech and Sutton Bridge using the Harbour Authority/Pilotage service.
- Generally, these charges have increased by inflation with the exception of Harbour and Light Dues where no increase is proposed to maintain competitiveness with neighbouring ports.
- The overriding objective when setting charges is to recover the estimated costs of providing this service, taking into account projected ship numbers. There is no cross-subsidy between these charges and the commercial and yacht harbour operations at the Port.

Commercial and Yacht Harbour Fees

- The Council has benchmarked both the commercial and yacht harbour fees against neighbouring authorities and found that Fenland's charges are broadly in line with these. To keep pace with inflation, the commercial charges are proposed to increase by around 3%.
- As part of the Council's CSR process, a review of the charges for scrap exports is currently being undertaken which could result in further changes to this fee during 2018/19.
- Following a detailed benchmarking review and restructure of the Yacht Harbour fees and charges last year there were a number of significant increases in elements of the fees to better reflect the cost of providing those services. In order to maintain competitiveness, no further increases are proposed on the yacht harbour and associated ancillary fees.

3.2 Mini-Factories, South Fens Business Centre and The Boathouse

- Rent levels are generally proposed to increase by inflation for mini-factories, South Fens Business Centre and The Boathouse. Slightly higher increases are proposed for the two units at The Boathouse which are considered to be our premium office suites. The proposed charges are considered appropriate for current market conditions.
- Inflationary increases to room hire rates are being proposed to maintain the competitiveness between the premium offer provided by the Council's Business Centres and similar comparative offers in the private sector.

4 COMMUNITY, ENVIRONMENT & LEISURE SERVICES

4.1 Generally, only minor changes to environment charges, markets and fairs are being proposed for 2018/19 except for Ship Sanitation Certificates which are increased annually in line with the Association of Port Health Authorities recommended charges and the specific charges detailed below.

4.2 Licences and Certificates

- A new charge is proposed to cover the cost of re-scoring food businesses when they request it. This charge is levied by most of the authorities in Cambridgeshire and it is proposed to set this charge at £100 per request to recover costs.

4.3 Cemeteries Service

- The Council provides a burial service in 6 cemeteries across the District, whilst maintaining another 15 closed cemeteries. FDC works hard to make sure that the cemeteries are well kept places to visit. In order to deliver what visitors to the cemeteries expect, we work together with our contractor, ISS Facility Services, to ensure that high standards are maintained.
- Following a benchmarking exercise, it is proposed to increase Interment Fees and Exclusive Rights of Burial Fees to make them comparable with neighbouring authorities' fees and also to reflect the cost of providing and investing in the service and the limited size of the cemeteries themselves.

4.4 Commercial and Chargeable Household Waste Services

- The commercial waste services are subject to competition from the private sector. To remain competitive, and support small local businesses, no increases in charges are being recommended this year.
- With effect from April 2017, the Council has been operating a chargeable garden waste service. Full details of the scheme and charges are contained in various reports to Members throughout the last year. As the charges for 2018/19 have already been set (to remain at current levels), the estimated financial impact of the scheme has been included in the draft budget 2018/19.

4.5 Leisure Services

- Fenland operates a leisure centre in each market town. There are around 900,000 visits per year, generating projected revenue of £2.405m in 2017/18.
- There remains spare capacity in each of the facilities to accommodate more users during the Daytime Membership periods. Anytime (peak) membership usage in most fitness facilities is at or near capacity.
- The leisure service is a discretionary service, provided by the Council for the benefit of the community, delivering a quality, customer focused service.
- The leisure service continues to position itself on a more commercial footing continuing with the actions set out in the leisure strategy, adopting principles used by the wider leisure industry to maximise financial performance.
- Customer feedback indicates that customers are generally pleased with the service that they receive and would recommend the service to a friend or colleague.
- An evaluation of similar leisure offers in local competitor and neighbouring authorities has identified that the Council's prices are set at the market rate. Apart from some targeted changes, no increase in the majority of charges is being proposed as in the current market conditions, any increases might have a negative impact on income levels. Our focus continues to be recruitment of longer term commitments to leisure services membership.

- Members will be aware that as part of the Council's CSR process, tenders for the future management of the leisure centres are currently being sort, with the aim of the new management arrangements to be in place by November 2018. Should the tender exercise be successful, the setting of charges at the leisure centres (with a few minor exceptions) will be the responsibility of the new management contractor.

4.6 Travellers Sites

- The Council operates and manages 5 sites comprising 64 pitches, situated in Wisbech, Wisbech St. Mary, Murrow, Parson Drove and Chatteris, on behalf of Cambridgeshire County Council (who owns them). No increase in site rents are proposed as the income from these currently exceed operating costs and benchmarking shows that rents are in line with or above neighbouring authorities. However, in order to cover costs, an increase of 24p per week is proposed for the water charge. Any surpluses generated from these rents are re-invested in the sites in accordance with the management arrangements agreed with Cambridgeshire County Council.

4.7 Homeless Persons Accommodation

- No increase in rent are being proposed at Creek Road Hostel or at the temporary accommodation properties (leased from Clarion) as rents are in line with social housing provided by Clarion Housing.

4.8 Licensing

- Licensing Fees issued under the Licensing Act 2003 and Gambling Act 2005 are set by government and no increases are proposed for 2018/19.
- Hackney Carriage/Private Hire Licences charges should be set a level to recover the estimated cost of the service. In order to meet this objective, fees are generally proposed to increase by inflation with two new charges proposed for the required Safeguarding Training for all new applicants and existing drivers on renewal (set at £30 to recover cost) and a 6 month vehicle compliance fee for older vehicles (£62).

5 POLICY, GOVERNANCE & PLANNING SERVICES

5.1 Planning Fees

- These fees are set by government. Following five years of no increases (these fees were last increased by 15% with effect from 22 November 2012), the government are increasing these fees by 20% with effect from 17 January 2018. At current income levels, this would generate around £140,000 of additional planning fees in 2018/19.
- The proposed increase in fees has been in the pipeline for many months with an original implementation date of July 2017. In anticipation of the proposed increase and to meet the challenges facing the Planning Service in the future, Staff Committee at their meeting on 18 May 2017, agreed additional Planning staffing resources (to be implemented when the fee increase was confirmed) of around £90,000 per annum.
- Consequently, the net impact of the fee increase will be around £50,000 per annum which will help reduce the cost of the Planning Service and subsequently help produce a balanced budget for the Council in 2018/19.
- At the same time, it is proposed that the pre-application planning advice charges are also increased by 20%. This would generate around £7,000 of additional income which has not yet been included in the budget forecast for 2018/19.
- No increase in ancillary charges is proposed as very limited income is generated from these.

5.2 Land Charges

- No increase in the basic search fees are being proposed, as the current fees are at a level which covers costs and maintains competitiveness.

5.3 Electoral Registration

- These fees are set by government and no further increases are planned for 2018/19.

6 FINANCIAL SUMMARY

- 6.1 The proposals in sections 3-5 above and Appendix A (excluding the statutory planning fee increase) would, at current usage levels, generate further net income from fees and charges of an estimated £52,340. With the exception of the additional £7,000 generated from the proposed increase in pre-application planning advice fees, the remaining additional income of £45,340 would, in overall terms, meet the income levels already included in the interim budget report for 2018/19. Any reduction in the level of increases proposed will increase the pressure on the 2018/19 budget.
- 6.2 The estimated net additional income from the statutory planning fee increase of £50,000 per annum which will help reduce the cost of the Planning Service and subsequently help produce a balanced budget for the Council in 2018/19.
- 6.3 The total estimated fees and charges which will be included in the final budget report for 2018/19, takes into account the agreed level of fees together with estimated usage/activity levels.

Growth & Infrastructure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
PORT OF WISBECH AUTHORITY (NENE PORTS) FEES & CHARGES				
1. <u>Harbour and Light Dues</u>				£0
a. To Wisbech - per G.T.	0.488 (z)	0.488 (z)	0.0%	
b. To Sutton Bridge - per G.T.	0.408 (z)	0.408 (z)	0.0%	
Oil Spill Prevention Charge - per ship per visit	18.55	18.55	0.0%	
2. <u>Conservancy Dues</u>				£4,730
a. To Wisbech - per G.T.	0.354 (z)	0.365 (z)	3.1%	
b. To Sutton Bridge - per G.T.	0.354 (z)	0.365 (z)	3.1%	
3. <u>Wharfage Dues (Wisbech Only)</u>				£2,450
(i) Steel & Iron products - per tonne	0.496 (z)	0.511 (z)	3.0%	
(ii) Timber (Deals, battens, boards etc) - per cu.m.	0.507 (z)	0.522 (z)	3.0%	
(iii) Timber (Plywood, hardboard etc) - per cu.m.	0.642 (z)	0.661 (z)	3.0%	
(iv) Grain, Animal Feeds - per tonne	0.469 (z)	0.483 (z)	3.0%	
(v) Fertilisers, Sand, Salt - per tonne	0.573 (z)	0.590 (z)	3.0%	
(vi) Aggregates - per tonne	0.573 (z)	0.590 (z)	3.0%	
(vii) Bricks, Scrap Metal - per tonne	0.496 (z)	0.511 (z)	3.0%	
Others by arrangement				
(viii) ISPS Charge - per ship per visit	32.46 (z)	33.43 (z)	3.0%	
4. <u>Pilotage and Boarding & Landing Dues</u>				£8,760
a For a vessel to Wisbech - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	708.23 (z)	729.48 (z)	3.0%	
(ii) exceeding 1000	0.710 (z)	0.731 (z)	3.0%	
b For a vessel to Sutton Bridge - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	664.63 (z)	684.57 (z)	3.0%	
(ii) exceeding 1000	0.665 (z)	0.685 (z)	3.0%	

Growth & Infrastructure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
<p>Additional Charges</p>				£2,200
<p>(excluding any charges imposed by terminal operators or agents in respect of attendance at ships by boatmen / ropemen or other personnel)</p>				
<p>c Detention If a pilot is detained on board or taken to another port as a result of extreme weather or other unavoidable causes: a charge per hour of up to a maximum of The ship will also be liable for any public transportation costs of the pilot's return to port of boarding and subsistence charges during this time.</p>	<p>67.50 (z) 1,011.80 (z)</p>	<p>69.50 (z) 1,042.15 (z)</p>	<p>3.0% 3.0%</p>	
<p>d 'Dead Ship' For <i>force Majure</i> pilotage of a vessel without the use of main engine/s, the compulsory pilotage rate is as per 4(a) and 4(b) plus 100%.</p>				
<p>e Harbour Services Vessel movements in harbour area including mooring and unmooring and moving berth, Draft Surveys, a flat rate charge of</p>	<p>125.00 (z)</p>	<p>129.00 (z)</p>	<p>3.2%</p>	
<p>f Attendance For pilotage subsequently not required for a tide or failure to make ETA/ETD or vessel does not arrive as advised, a flat rate of For inward passage cancelled following attendance, a further flat rate charge for boarding service of 1 hour pilot boat at per hour</p>	<p>125.00 (z) 355.00 (z)</p>	<p>129.00 (z) 365.00 (z)</p>	<p>3.2% 2.8%</p>	
<p>g Pilot Exemption Certificate Application (Processing fee) For a Master of any vessel over 20m working in the harbour jurisdiction without a pilot must apply for a PEC, subject to approval from the Harbour M</p>	<p>279.80</p>	<p>288.00</p>	<p>2.9%</p>	
<p>h Pilot Exemption Fee 25% of Full Pilotage (per day)</p> <p>i Dredging/Bed Levelling (Charge per Hour) Minimum of 3 hours, plus mobilisation (see below) Tariff rates for Dredging/Bed Levelling apply only within the port areas of Wisbech and Sutton Bridge. Others by negotiation.</p>	<p>385.00</p>	<p>395.00</p>	<p>2.6%</p>	

Growth & Infrastructure

Description of Charge		2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
j	Towing (Charge per Hour) Minimum of 2 hours within the confines of the harbour areas, plus mobilisation/cancellation time (see below) Minimum of 4 hours for a stern tow from seaward to Sutton Bridge, plus mobilisation time (see below)	385.00 (z)	395.00 (z)	2.6%	
k	Mobilisation/Cancellation fee Time (Charge per Hour) Charge for passage to place towing vessel on station, with a Minimum of 1 hour. No charge will apply if cancelled 4 hrs before HW	165.85 (z)	170.80 (z)	3.0%	
l	Surveying Per day or part thereof, hire of equipment	162.40	167.00	2.8%	
	Per hour, for processing results	88.40	91.00	2.9%	
	Cancellation fee of 40% of completed works				
m	Harbour vessel's workboat hire (Charge per hour) Per hour, Minimum 4 hours, small boat hire Orca WB1	245.00	252.00	2.9%	
	Per hour, minimum 4 hours, small workboat hire Nene Surveyor	275.00	283.00	2.9%	
	Per hour, minimum 4 hours, pilot boat hire Nene Pilot, Fenland Pilot	355.00	365.00	2.8%	
	Per hour, minimum 4 hours, Fenlander Tug	385.00	395.00	2.6%	
	Charges for i and l above, if during weekends or between 18:00 and 06:00 on any week day shall be +50%				
	Tariff rates for surveying apply only within the port areas of Wisbech and Sutton Bridge. Others by negotiation.				
n	Marine Works Application Processing Fee (minimum)	250.00	257.00	2.8%	
o	Duty Officer Call Out Charge Out of hours (per hour) - 1600 - 0800	90.30	93.00	3.0%	
p	Marine Works Superintendence - per hour (minimum 1 hour)	89.50	92.00	2.8%	
q	Pilot Ordering All Pilots must be ordered 6 hours before HW, a late notice charge will be applied for each pilot ordered after this time	95.75	98.60	3.0%	
r	Harbour Master Superintendence - per hour (minimum 1 hour)	117.00	120.50	3.0%	
s	Local Notice to Mariners A charge will apply where the Harbour Authority has to raise a Local Notice to Mariners (LNTM) on behalf of third parties, of	150.00	154.00	2.7%	

Growth & Infrastructure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
<p>Small Commercial Vessels - Non Resident.</p> <p><u>Mooring on Authority's Pontoons at Sutton Bridge or Wisbech</u></p> <p>Per metre LOA per 24 hours or part there of Per metre per 7 days</p> <p>Small Commercial Vessels - Resident/Non Resident</p> <p>Harbour & Light Dues & Conservancy Charge per vessel per visit.</p> <p>Fuel Transfer Charge or Permission to fuel from tanker or across Authority's property.</p> <p>Per vessel per bunker and subject to 24 hours notice and Harbour Master's permission.</p> <p>NB for purposes of this tariff addendum, Small Commercial Vessels are deemed those certified under the MCA Small Commercial Code of Practice and/or 24 metres LOA or below.</p> <p>Commercial Vessels - Lay By Wisbech Commercial Quay</p> <p>For all commercial vessels other than defined small commercial vessels, a charge per gross tonne shall apply per entry as follows.</p> <p>An entry shall permit a maximum stay of four days after which further layby berthing dues become payable. Minimum 4 days.</p> <p>Harbour & Light Dues, Pilotage, Conservancy, ship's waste, oil spill and ISPS charges as per tariff.</p> <p>Wisbech ship berths are NAABSA berths and vessels are subject to being required to move on demand. If dead ship, berthing conditions are strictly by prior agreement with the Harbour Master.</p> <p>VAT payable where applicable. All charges fall due on demand and before departure unless account facilities have been applied for and approved in advance.</p>	<p>5.85</p> <p>25.40</p> <p>21.30 (z)</p> <p>39.60</p> <p>0.85</p>	<p>6.00</p> <p>26.00</p> <p>21.90 (z)</p> <p>40.80</p> <p>0.87</p>	<p>2.6%</p> <p>2.4%</p> <p>2.8%</p> <p>3.0%</p> <p>2.4%</p>	

Growth & Infrastructure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
5. Wisbech Yacht Harbour (All Rates include VAT at standard rate)				
a Pontoon Berths - Contract (Long Term) Berthing Rates				
Standard Term - (Vessel LOA greater than 6.0m)				
	Rate/metre £	Rate/metre £		
Per annum	134.00	134.00	0.0%	
Per annum outside or inside hammer-head berths	148.00	148.00	0.0%	
Per annum on commercial linear berths	148.00	148.00	0.0%	
Port of Wisbech Authority Annual Licence	14.50 (z)	14.50 (z)	0.0%	
note				
- Rates apply afloat or for storage ashore but exclude boat lift charges.				
- For vessels arriving mid-term, charges are pro-rata.				
- Rates above apply given payment in full at point of invoice.				
Payment can be staggered but:-				
Two payments	plus 5%			
Four payments	plus 9%			
Twelve payments	plus 13%			
b Pontoon Berths - Non-Contract (Visitor) Berthing Rates (Including Port of Wisbech Authority licence contribution)				
	Rate/metre £	Rate/metre £		
Daily - per 24 hours (minimum charge £11.40)	1.90	1.90	0.0%	
Weekly (7 days)	9.90	9.90	0.0%	
Monthly (28 days) April - October	25.40	25.40	0.0%	
Special Events	POA	POA		
Short Stay Berth (Subject to availability) Max 2 hrs, not overnight	No charge	No charge		
Sail Training Vessels	Less 20%	Less 20%		
Club Rallies of over 2 Boats per visit	Less 20%	Less 20%		
Narrow Boats over 11m LOA	Less 20%	Less 20%		
Weather-bound craft maximum of one week	Less 20%	Less 20%		
Winter Storage Afloat				
November to March per month	20.40	20.40	0.0%	
Full five months	86.70	86.70	0.0%	

Growth & Infrastructure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
Conditions of Use				
This tariff should be read in conjunction with the Wisbech Yacht Harbour Terms and Conditions of Use and the Berthing Licence.				
1 All contracts are subject to availability and all fees payable in advance.				
2 Cancelled contracts will attract a cancellation fee of 15% of the total contract value.				
3 An administration fee of 10% may be applied to all non-contract charges which are invoiced against any vessel which leaves the Yacht Harbour before settlement of an account.				
4 Berthing charges include Port of Wisbech harbour dues, portable water for filling tanks and access to Yacht Harbour facilities. NB Visiting craft are not guaranteed an alongside berth and depending on availability may be required to raft up.				
5 Multi-hulled vessels may be subject to a surcharge of 1.5 times actual rate.				
6 Commercial vessels, (those not designed and/or used for leisure purposes), may be subject to a surcharge of actual costs as a result of charges levied by Local or Statutory authorities.				
7 LOA, (length overall), is the maximum length of any vessel and includes overhangs (push pits, pull pits, bowsprits, davits, etc)				
Administration charge for visiting vessels leaving without paying dues in full	30.00	30.00	0.0%	
Administration charge for each debtor account referred for collection	110.00	110.00	0.0%	
Administration charge for change in billing method after berthing application is accepted	30.00	30.00	0.0%	
c Ancillary Charges				
All yard services apply from 08:30 to 16:30 Monday to Friday excluding Bank Holidays. Otherwise charges are plus 100%.				
Any emergency weekend lifting plus 100%				
(i) Boat lifting - Up to 15m LOA or 20 tonnes				
Lift Out				
To yard, including shoring up using boat cradle/stands. Per metre	17.50	17.50	0.0%	
Minimum Charge	102.00	102.00	0.0%	
Yard charge applies for non-contract rate at Non-Contract (Visitor) Berthing Rates				
Relaunch/Lift onto Trailer				
Per metre.	17.50	17.50	0.0%	
Minimum Charge	102.00	102.00	0.0%	

Growth & Infrastructure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
(ii) Vessels over 15m LOA and /or 20 tonnes to 55 tonnes plus 30%.				
Lift Out				
To yard, including shoring up using boat cradle/stands. Per metre	25.00	25.00	0.0%	
Marine Service waiting charge per hour per person	39.00	39.00	0.0%	
Relaunch/Lift onto Trailer				
Per metre.	25.00	25.00	0.0%	
Yard charge applies for non-contract rate at Non-Contract (Visitor) Berthing Rates				
(iii) Lift out				
Hold in Slings (subject to availability). Per metre, per 30 minutes Return to water	8.75	8.75	0.0%	
Hire of Yacht harbour Cradles (subject to availability) per annum / pro rata per cradle	100.00	100.00	0.0%	
Hire of electric pressure washer (subject to availability). Per use.	11.00	11.00	0.0%	
Hire of petrol pressure washer (subject to availability). Per day. Plus Fuel.	40.00	40.00	0.0%	
(iv) Boom Crane Lifting . Max 3 tonnes.				
Engine lift , per engine, per hour or part.	71.50	71.50	0.0%	
Comercial Engine Lift	POA	POA		
Small boat lift . Per metre each way.	14.50	14.50	0.0%	
Minimum charge each way.	43.90	43.90	0.0%	
(v) Other Services				
Marine Services Labour (min 2 hours)				
For any additional work per hour, including the following:- Cleaning boat yard if left untidy. Boat movement by yard staff (plus Harbour vessel's workboat hire) Mast stepping/unstepping. Pressure wash by yard.	45.00	45.00	0.0%	
Mast Storage . Per mast up to 12m vessel LOA. Single payment .	51.00	51.00	0.0%	
Over 12m vessel LOA. Single payment.	71.50	71.50	0.0%	
Boat Trailer or Cradle Storage (subject to availability of space). p/a	73.00	73.00	0.0%	
Miscellaneous Storage as per trailer tariff	73.00	73.00	0.0%	

Growth & Infrastructure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
Marina pump out. Per use, subject to availability.	15.00	15.00	0.0%	
Non boatyard temporary hard standing. Subject to availability. Charges as per non contract berthing rates.				
Hire of forklift and operator. Up to 2.8 tonne lifts. First half hour or part.	55.00	55.00	0.0%	
Per additional hour	27.50	27.50	0.0%	
Electricity By prepaid card from Harbour Office				
Tradesmen's Licence. Annual working permit. Tradesmen to work in boatyard, yacht harbour or slipway. Subject to insurance and Harbour Master's approval.	80.00	80.00	0.0%	
Slipway Haul and launch per metre	43.00	43.00	0.0%	
Shoring up. Time and materials basis.				
Slip rent per day per metre.	4.40	4.40	0.0%	
Crab Marsh Work Shop Premium under cover boat storage - short term Contract Only (berthing Contract rate + £150 per month)				

Growth & Infrastructure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
e. Catering				Room Hire
Tea and coffee per head	2.15	2.20	2.3%	e - g
Orange Juice per jug	2.00	3.00	50.0%	£1,400
** f. Weekday room charges (Mon-Fri 8.30-1700)				
<i>External rate - per hour</i>				
Beech	35.00	36.00	2.9%	
Oak/Apple	21.50	22.00	2.3%	
Small Meeting rooms (first hr free)	13.60	14.00	2.9%	
Large Meeting rooms (first hr free)	17.50	18.00	2.9%	
<i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i>				
Beech	84.00	86.00	2.4%	
Oak/Apple	61.00	62.75	2.9%	
Small Meeting rooms (first hr free)	31.45	32.50	3.3%	
Large Meeting rooms (first hr free)	42.50	43.75	2.9%	
<i>External rate - per full day</i>				
Beech	149.00	153.00	2.7%	
Oak/Apple	107.50	110.50	2.8%	
Small Meeting rooms (first hr free)	49.75	51.10	2.7%	
Large Meeting rooms (first hr free)	70.75	72.75	2.8%	
** g. Evenings/Weekend room charges				
<i>External rate - per hour</i>				
Beech	65.00	67.00	3.1%	
Oak/Apple	55.00	56.50	2.7%	
<i>External rate - per half day</i>				
Beech	173.00	177.50	2.6%	
Oak/Apple	130.00	133.75	2.9%	
<i>External rate - per full day</i>				
Beech	360.00	370.00	2.8%	
Oak/Apple	295.00	303.75	3.0%	
* to be applied when market forces dictate				
** Business Premises Tenant rates at 75% of External Rate (ie. 25% discount)				

Growth & Infrastructure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
9. <u>The Boathouse, Wisbech</u> charges shown net of VAT				
a. the minimum - per square foot and;	17.50	18.00	2.9%	
* b. the maximum (suites GF1 to FF38) - per square foot	19.50	20.00	2.6%	
* c. the maximum (suites FF39 & FF40) - per square foot	21.00	22.00	4.8%	
d. the minimum - per square metre and;	188.37	193.75	2.9%	
* e. the maximum - per square metre	209.90	215.28	2.6%	
* f. the maximum (suites FF39 & FF40) - per square metre	226.04	236.81	4.8%	
g. Catering				Room Hire g - i £1,600
Tea and coffee per head	2.15	2.20	2.3%	
Orange Juice per jug	2.00	3.00	50.0%	
** h. Weekday room charges (Mon-Fri 8.30-1700)				
<i>External rate - per hour</i>				
Richard Young Large	35.00	36.00	2.9%	
Lambton/Young 1 or 2	21.50	22.00	2.3%	
The Gallery	20.00	20.50	2.5%	
Meeting rooms	13.60	14.00	2.9%	
<i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i>				
Richard Young Large	84.00	86.00	2.4%	
Lambton/Young 1 or 2	61.00	62.75	2.9%	
The Gallery	56.00	57.50	2.7%	
Meeting rooms	31.45	32.50	3.3%	
<i>External rate - per full day</i>				
Richard Young Large	149.00	153.00	2.7%	
Lambton/Young 1 or 2	107.50	110.50	2.8%	
The Gallery	98.50	101.25	2.8%	
Meeting rooms	49.75	51.10	2.7%	

Community, Environment & Leisure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
Surrender: all Part B activities	0.00 (n)	0.00 (n)	0.0%	
Reduced fee activities: transfer	0.00 (n)	0.00 (n)	0.0%	
Reduced fee activities: partial transfer	45.00 (n)	45.00 (n)	0.0%	
d. Temporary transfer for mobiles				
First transfer	51.00 (n)	51.00 (n)	0.0%	
Repeat following enforcement or warning	51.00 (n)	51.00 (n)	0.0%	
e. Substantial change				
Standard process	1,005.00 (n)	1,005.00 (n)	0.0%	
Standard process where the substantial change results in a new PPC activity	1,579.00 (n)	1,579.00 (n)	0.0%	
Reduced fee activities	98.00 (n)	98.00 (n)	0.0%	
5. Food Premises				
Copy register entries: Subject to charging policy under Freedom Of Information Act				
6. Ship Sanitation Certificates Set by Association of Port Health Authorities				
Per Vessel (Gross Tonnage)				
Up to 1,000	85.00 (n)	85.00 (n)	0.0%	*
1,001 - 3,000	120.00 (n)	120.00 (n)	0.0%	*
3,001 - 10,000	180.00 (n)	180.00 (n)	0.0%	*
10,001 - 20,000	235.00 (n)	235.00 (n)	0.0%	*
20,001 - 30,000	305.00 (n)	305.00 (n)	0.0%	*
Over 30,000	360.00 (n)	360.00 (n)	0.0%	*
Vessel capacity between 50 & 1,000 persons	360.00 (n)	360.00 (n)	0.0%	*
Vessel capacity over 1,000 persons	615.00 (n)	615.00 (n)	0.0%	*
Extensions	50.00 (n)	50.00 (n)	0.0%	*
* Increases as per the Association of Port Health Authorities Recommended Charges.				
7. Private Water Supply Regulations 2009 Currently set in line with guidance.				
a Risk Assessment (each assessment) - recover costs	max £500 (n)	max £500 (n)	0.0%	
b Sampling (each visit) - recover costs	max £100 (n)	max £100 (n)	0.0%	
c Investigation (each investigation) - recover costs	max £100 (n)	max £100 (n)	0.0%	
d Granting an authorisation (each authorisation) - recover costs	max £100 (n)	max £100 (n)	0.0%	
e Analysing a sample				
taken under Regulation 10 - recover costs	max £25 (n)	max £25 (n)	0.0%	
taken during check monitoring - recover costs	max £100 (n)	max £100 (n)	0.0%	
taken during audit monitoring - recover costs	max £500 (n)	max £500 (n)	0.0%	

Community, Environment & Leisure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
8. Burial Grounds				£19,200
a. Interment Fee for Residents (Including Memorial Safety Inspection Fee)				
Monday to Friday (excluding Bank Holiday)				
(i) a still-born or any child under one month of age	Reduced from £145 to no charge in April 2017	0.00 (n)	0.00 (n)	
(ii) any child whose age at the time of death exceeds one month, but does not exceed twelve years (Childrens Section);	Reduced from £240 to no charge in April 2017	0.00 (n)	0.00 (n)	
(iii) any person (Lawn Area)		620.00 (n)	815.00 (n)	31.5%
(iv) any person (Traditional Area)		800.00 (n)	915.00 (n)	14.4%
(v) for the interment of single casket of cremated remains.		215.00 (n)	220.00 (n)	2.3%
(vi) for the interment of additional cremated remains at the same time as (iii) to (v) above		50.00 (n)	52.00 (n)	4.0%
b. Exclusive Rights of Burial in an Earthen Grave for Residents				
6 ft. x 3 ft. Childrens Plot	Reduced from £245 to £90 in April 2017	90.00 (n)	90.00 (n)	0.0%
9 ft. x 4 ft. Adult Plot (Lawn Area)		620.00 (n)	670.00 (n)	8.1%
9 ft. x 4 ft. Adult Plot (Traditional Area)		800.00 (n)	860.00 (n)	7.5%
Cremated remains, size 2ft x 2ft		160.00 (n)	185.00 (n)	15.6%
Purchase of Exclusive Rights to un-used family grave (conditions apply) - 50% of fees in b. as per type				
c. Choosing Plot for Exclusive Rights of Burial				
Visiting cemetery with cemetery staff to choose plot		60.00	62.00	3.3%
d. Premium Plots for Exclusive Rights of Burial in an Earthen Grave for Residents				
100% added to fees set out in b.				
e. Interment for Non-Resident				
100% added to fees set out in a.				
f. Exclusive Rights of Burial in an Earthen Grave, including Premium Plots for Non Residents				
100% added to fees set out in b & d				
g. Transfer of Ownership of Exclusive Rights				
Transfer of Ownership (Internment of ER Holder)		36.00 (n)	36.00 (n)	0.0%
Transfer of Ownership		72.00 (n)	72.00 (n)	0.0%
h. Exhumation of Coffin - minimum charge		1,850.00	1,900.00	2.7%
i. Exhumation of Cremated remains - minimum charge		425.00	440.00	3.5%
j. Monuments, Gravestones, Tablets and Monumental Inscription				
For the right to erect or place on a grave or vault, in respect of which an exclusive right of burial has been granted:				
Additional added Inscription		87.00 (n)	87.00 (n)	0.0%
Single Memorial headstone not exceeding 3 ft. in height - Child		138.00 (n)	138.00 (n)	0.0%
Single Memorial headstone not exceeding 3 ft. in height on single plinth - Adult		180.00 (n)	185.00 (n)	2.8%
Single Memorial headstone not exceeding 3 ft. in height on double plinth - Adult		270.00 (n)	280.00 (n)	3.7%
Double Memorial headstone not exceeding 3 ft. in height on double plinth - Adult		335.00 (n)	345.00 (n)	3.0%
Kerb Set &/or Flatstone Child Plot 6 ft x 3 ft (Traditional Area)		138.00 (n)	138.00 (n)	0.0%
Kerb Set &/or Flatstone Adults Plot (Single Traditional Area)		305.00 (n)	315.00 (n)	3.3%
Kerb Set &/or Flatstone Adult Plot (Double Traditional Area)		590.00 (n)	610.00 (n)	3.4%

Community, Environment & Leisure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
Single Vase - Not exceeding 10" in diameter and 8" in height	70.00 (n)	70.00 (n)	0.0%	
Single Tablet - 18" x 18" with or without Vase on any single grave or cremation plot	180.00 (n)	185.00 (n)	2.8%	
Double Tablet - 42" x 18" with or without Vase on any double grave or cremation plot	270.00 (n)	280.00 (n)	3.7%	
Note A vase without any inscription requires no further rights				
k. Mount Pleasant Cemetery Wisbech				
Hire of Chapel - Standard Fee	100.00 (n)	200.00 (n)	100.0%	
l. Burial Information				
Interment information & historical records - per plot - up to 5 names	26.00 (n)	26.00 (n)	0.0%	
Interment information & historical records - each plot	6.00 (n)	6.00 (n)	0.0%	
Interment information & historical records (accompanied) - up to 2 hrs	58.00 (n)	58.00 (n)	0.0%	
Interment information & historical records (accompanied) - each additional hour	35.00 (n)	35.00 (n)	0.0%	
m. Cemetery Keys				
Provision of security coded keys for access to cemeteries	15.75 (n)	18.00 (n)	14.3%	
n. Short Notice Fee Internment arrangements required with less than 2 working days	54.00 (n)	75.00 (n)	38.9%	

Community, Environment & Leisure

Description of Charge		2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
9. Commercial and Chargeable Household Waste (Standard Prices Per Collection)*					
a. Commercial Waste					
Sacks -	per sack or equivalent for 25 to 99 sacks (min 25)	2.00 (n)	2.00 (n)	0.0%	
	per sack or equivalent for 100 or more sacks in a single transaction	1.85 (n)	1.85 (n)	0.0%	
Wheeled Bins -	240 litre	7.30 (n)	7.30 (n)	0.0%	
	360 litre	7.85 (n)	7.85 (n)	0.0%	
	660 litre	11.35 (n)	11.35 (n)	0.0%	
	1,100 litre	15.75 (n)	15.75 (n)	0.0%	
b. Commercial Recycling					
Sacks -	per sack or equivalent for 25 to 99 sacks (min 25)	1.60 (n)	1.60 (n)	0.0%	
	per sack or equivalent for 100 or more sacks in a single transaction	1.50 (n)	1.50 (n)	0.0%	
Wheeled Bins -	240 litre	3.50 (n)	3.50 (n)	0.0%	
	360 litre	4.25 (n)	4.25 (n)	0.0%	
	660 litre	5.80 (n)	5.80 (n)	0.0%	
	1,100 litre	7.60 (n)	7.60 (n)	0.0%	
c. Waste from Charity Shops and Schools***					
Tags	per tag or equivalent (min 100 including equivalent number of black sacks)	1.50 (n)	1.50 (n)	0.0%	
Wheeled Bins	240 litre	4.95 (n)	4.95 (n)	0.0%	
	360 litre	5.25 (n)	5.25 (n)	0.0%	
	660 litre	7.50 (n)	7.50 (n)	0.0%	
	1,100 litre	10.25 (n)	10.25 (n)	0.0%	
d. Recycling from Charity Shops and Schools***					
Sacks -	per sack or equivalent for 25 to 99 sacks (min 25)	1.60 (n)	1.60 (n)	0.0%	
	per sack or equivalent for 100 or more sacks in a single transaction	1.50 (n)	1.50 (n)	0.0%	
Wheeled Bins	240 - 1100 litre fortnightly collection	5.00 (n)	5.00 (n)	0.0%	
e. Non-infectious Offensive Waste***					
Sacks -	per sack or equivalent for 25 to 99 sacks (min 25)	4.00 (n)	4.00 (n)	0.0%	
	per sack or equivalent for 100 or more sacks in a single transaction	3.70 (n)	3.70 (n)	0.0%	
Fempak -	per unit for 1-4	20.00 (n)	20.00 (n)	0.0%	
	per unit 5 or more	18.50 (n)	18.50 (n)	0.0%	
f. Clinical or Offensive Waste from domestic households****					
Sacks -	per collection visit charge - weekly or fortnightly	5.00 (n)	5.00 (n)	0.0%	

Community, Environment & Leisure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
g. Chargeable Garden Waste Service				
Wheeled Bin - 240 litre Annual Subscription Fee	40.00 (n)	40.00 (n)	0.0%	
Sack based service (specific locations) Annual Subscription Fee	40.00 (n)	40.00 (n)	0.0%	
Paper wheeled bin liners (3)	1.85	1.85	0.0%	
<p>* Introductory offers, multiple service, direct debit reductions and similar rates may be applied by Head of Service. ** Bins exceeding this weight will be charged at double fee per empty *** Applies to businesses and organisations recognised within the Council's Chargeable Household Waste Policy **** Fee waived where it will cause financial hardship at discretion of Director</p>				
10. Bulky Household Waste				
Transportation of up to a maximum of 4 items per visit including fridges (minimum charge)	29.50 (n)	29.50 (n)	0.0%	
(i) Each household item above 4 items including fridges Corporate Director has discretion to waive charge in cases of severe hardship	14.50 (n)	14.50 (n)	0.0%	
11. Domestic Bin Provision				
Provision of New and Replacement 240Ltr Bins Green, Brown or Blue				
a. Supply of one unit 240 litre	30.00 (n)	30.00 (n)	0.0%	
b. Supply 2 x 240lt wheeled bins on same delivery	50.00 (n)	50.00 (n)	0.0%	
c. Supply 3 x 240lt wheeled bins on same delivery (including to individual new or renovated property)	70.00 (n)	70.00 (n)	0.0%	
d. Supply 1 x 600lt or 1100lt domestic wheeled bin to new multiple occupancy property	212.00 (n)	212.00 (n)	0.0%	
12. Graffiti Removal Service				
Domestic Premises and Charities				
a. Graffiti treatment or removal first occasion per annum (cost of materials)	12.50	12.50	0.0%	
b. Graffiti treatment or removal subsequent occasions (cost of materials & labour)	50.00	50.00	0.0%	
Commercial Premises				
c. Graffiti treatment or removal (per hour)	50.00	50.00	0.0%	
13. Public Conveniences				
a. Sale of RADAR keys	5.00 (z)	5.00 (z)	0.0%	
b. Toilet entrance fee (where facilities allow for charging)	0.20 (n)	0.20 (n)	0.0%	

Community, Environment & Leisure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
<p>Note : VAT at the standard rate is deducted from charges for 10 or more hirings of pitches and facilities if payment is made in advance, subject to there being no refund for matches not played. Charges for additional matches are at the full rate</p>				
<p>14. * Leisure Charges</p> <p>Note: Concessionary age to reflect 65 years or older and 16 years or under (previously 18 years and under)</p> <p>Swimming Pools - per session</p> <p>a. Adult swim 4.00 4.00 0.0%</p> <p>b. Concessionary swim 2.85 2.90 1.8%</p> <p>c. Under 5's 1.10 1.00 -9.1%</p> <p>d. Adult swim lesson (half hour) 6.00 (e) 6.00 (e) 0.0%</p> <p>e. Junior/Concessionary swim lesson (half hour) 5.00 (e) 5.00 (e) 0.0%</p> <p>f. Large pool hire 82.60 (e) 85.00 (e) 2.9%</p> <p>Small pool hire 42.10 (e) 45.00 (e) 6.9%</p> <p>g. Galas 110.00 120.00 9.1%</p> <p>h. Lifeguard 15.00 15.00 0.0%</p> <p>i. Optimum Card - one off payment 1.00 1.00 0.0%</p> <p>Lifestyle Fitness and Health Suites</p> <p>a. Fitness Studio - Casual use (available prior to 4.30pm weekdays & weekends only)</p> <p>Adult 7.00 7.00 0.0%</p> <p>Concession 5.00 5.00 0.0%</p> <p>Fitness Studio - Casual use (after 4.30pm weekdays only) 10.00 10.00 0.0%</p> <p>b. GP Referral & Energetix (off peak only) Adults & Concessions 3.45 (e) 3.50 (e) 1.4%</p> <p>c. Sauna & Steam Rooms Adults & Concessions 3.50 3.50 0.0%</p> <p>Sauna, Steam & Swim Adults & Concessions 5.00 5.00 0.0%</p> <p>Memberships</p> <p>Gym Joining Fee</p> <p>17 years and older 25.00 25.00 0.0%</p> <p>16 years and under 10.00 10.00 0.0%</p> <p>Anytime Membership</p> <p>Monthly plan 40.50 40.50 0.0%</p> <p>Monthly 6 month plan 36.50 36.50 0.0%</p> <p>Monthly 12 month plan 33.50 33.50 0.0%</p> <p>Monthly - joint members 73.00 73.00 0.0%</p> <p>Monthly Joint 6 month plan 65.70 65.70 0.0%</p> <p>Monthly Joint 12 month plan 60.30 60.30 0.0%</p> <p>Daytime Membership (Opening to 4.30 pm weekdays & all weekend)</p> <p>Monthly plan 30.50 30.50 0.0%</p> <p>Monthly 6 month plan 26.50 26.50 0.0%</p>				£4,000

Community, Environment & Leisure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
Monthly 12 month plan	23.50	23.50	0.0%	
Monthly Joint	53.00	53.00	0.0%	
Monthly Joint 6 month plan	45.70	45.70	0.0%	
Monthly Joint 12 month plan	40.30	40.30	0.0%	
Swimming Pool Membership				
Annual Adult	280.00	280.00	0.0%	
Annual Junior/Concession	200.00	200.00	0.0%	
Monthly Adult	27.50	27.50	0.0%	
Monthly Junior/Concession	19.60	19.60	0.0%	
Court Hire - Sports Activities				
Court Hire Hudson & Manor Leisure Centres only	10.60	11.00	3.8%	
Full Hall Hudson Leisure Centre only	42.40	43.00	1.4%	
Fitness Classes - Non Anytime Members				
Adult	6.00 (e)	6.00 (e)	0.0%	
Concession	4.50 (e)	4.50 (e)	0.0%	
Ladies Only & Active Ageing Session (50+)				
Adult	4.45 (e)	4.45 (e)	0.0%	
Concession	3.90 (e)	3.90 (e)	0.0%	
Floodlit Hardplay Area (Manor Leisure Centre)				
- per hour				
Football pitch	51.00	51.00	0.0%	
Artificial Turf Pitch	22.50	22.00	-2.2%	
Adults	15.30	15.00	-2.0%	
Concession				
Childrens Activities / Soft Play Age 1 year +	3.50	3.50	0.0%	
Childrens Activities / Soft Play Aged 6 months to 1 Year	1.50	1.50	0.0%	
* Introductory offers, multiple service, direct debit reductions and similar rates may be applied by Head of Service.				
15. Markets				
Licensees - Full Charge				
a. March (per 3m x 3m space)	12.10 (e)	12.10 (e)	0.0%	
b. Chatteris (per 3m x 3m space)	12.10 (e)	12.10 (e)	0.0%	
c. Whittlesey (per 3m x 3m space)	9.20 (e)	9.20 (e)	0.0%	
Discount given for bankers order payments	6.50%	6.50%		
Casual Traders				
Additional seasonal premium will be added to all casual fees (Seasonal Premium 1 Sept to 31 December)	1.00 (e)	1.00 (e)	0.0%	
a. March (per 3m x 3m space)	16.20 (e)	16.20 (e)	0.0%	
b. Chatteris (per 3m x 3m space)	16.20 (e)	16.20 (e)	0.0%	
c. Whittlesey (per 3m x 3m space)	13.35 (e)	13.35 (e)	0.0%	
Markets - Non Market Days				
Trading on Chatteris Market Place on Non - Market Days (Tuesdays only)				
- Licensees (per 3m x 3m space)	9.30 (e)	9.30 (e)	0.0%	
- Casual (per 3m x 3m space)	13.30 (e)	13.30 (e)	0.0%	

Community, Environment & Leisure

Description of Charge	2017/18 Charge £		Proposed 2018/19 Charge £		% Increase	Estimated Additional Income £
19. Travellers Sites						
- in consultation with Cambs CC	52 wks		52 wks			
a. Newbridge Lane, Wisbech - per pitch per week	78.56	(e)	78.80	(e)	0.3%	
b. Turf Fen, Murrow - per pitch per week	78.56	(e)	78.80	(e)	0.3%	
c. Seadyke Bank, Murrow - per pitch per week	78.56	(e)	78.80	(e)	0.3%	
d. Fenland Way, Chatteris - per pitch per week	78.56	(e)	78.80	(e)	0.3%	
e. Sandbank, Wisbech St Mary - per pitch per week	78.56	(e)	78.80	(e)	0.3%	
2017/18 Breakdown Rent £71.04 Water £7.52 (direct recharge) per week						
2018/19 Breakdown Rent £71.04 Water £7.76 (direct recharge) per week						
20. Homeless Persons						
Creek Road, Hostel	52 wks		52 wks			
Unit One & Two Daily Rent	7.75	(n)	7.75	(n)	0.0%	
Unit One & Two Daily Service Charge	0.83	(n)	0.83	(n)	0.0%	
Unit Three, Four, Five & Six Daily Rent	6.64	(n)	6.64	(n)	0.0%	
Unit Three, Four, Five & Six Daily Service Charge	0.68	(n)	0.68	(n)	0.0%	
Unit Seven Daily Rent	14.40	(n)	14.40	(n)	0.0%	
Unit Seven Daily Service Charge	2.12	(n)	2.12	(n)	0.0%	
Temporary Accommodation (Leased from Circle Roddons)						
3 Tithe Road, Chatteris	116.51	(n)	116.51	(n)	0.0%	
58 Burcroft Road, Wisbech	112.12	(n)	112.12	(n)	0.0%	
32 Magazine Close, Wisbech	122.60	(n)	122.60	(n)	0.0%	
2 Hawthorne Avenue, Wisbech	118.89	(n)	118.89	(n)	0.0%	
15 Victoria Place, Wisbech	101.10	(n)	101.10	(n)	0.0%	
40 Osborne Road, Wisbech	97.12	(n)	97.12	(n)	0.0%	
3 West Street, Wisbech	109.15	(n)	109.15	(n)	0.0%	
19 Duke Street, Wisbech	101.10	(n)	101.10	(n)	0.0%	
26 Burnsfield Estate, Chatteris	118.89	(n)	118.89	(n)	0.0%	
51 Peyton Avenue, March	118.89	(n)	118.89	(n)	0.0%	
21. CCTV						
Viewing Footage - per hour	49.45		49.45		0.0%	
subject to a minimum charge of	98.90		98.90		0.0%	
External Harddrives - to be supplied to FDC						
per CD	3.75		3.75		0.0%	
per DVD	8.70		8.70		0.0%	
per Video print	1.30		1.30		0.0%	
Subject Access Requests	10.55		10.55		0.0%	

Community, Environment & Leisure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
22. Licensing				
a. Part 5 Gambling Act 2005 (wef 01.09.07)				
Initial Registration	40.00 (n)	40.00 (n)	0.0%	
Annual Renewal	20.00 (n)	20.00 (n)	0.0%	
b. Gaming Machines notification for up to 2 machines	50.00 (n)	50.00 (n)	0.0%	
Gaming Machines initial fee for more than 2 machines	150.00 (n)	150.00 (n)	0.0%	
Gaming Machines anniversary fee for more than 2 machines	50.00 (n)	50.00 (n)	0.0%	
c. Gambling Act 2005				
Application fee in respect of provisional statement premises				
Bingo premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Adult gaming centre premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Betting premises (track) licence	950.00 (n)	950.00 (n)	0.0%	
Family entertainment centre premises licence	950.00 (n)	950.00 (n)	0.0%	
Betting premises (other) licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Application fee in respect of other premises				
Bingo premises licence	3,500.00 (n)	3,500.00 (n)	0.0%	
Adult gaming centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (track) licence	2,500.00 (n)	2,500.00 (n)	0.0%	
Family entertainment centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (other) licence	3,000.00 (n)	3,000.00 (n)	0.0%	
Annual fee				
Bingo premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Adult gaming centre premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Betting premises (track) licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Family entertainment centre premises licence	750.00 (n)	750.00 (n)	0.0%	
Betting premises (other) licence	600.00 (n)	600.00 (n)	0.0%	
Application to vary licence				
Bingo premises licence	1,750.00 (n)	1,750.00 (n)	0.0%	
Adult gaming centre premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Betting premises (track) licence	1,250.00 (n)	1,250.00 (n)	0.0%	
Family entertainment centre premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Betting premises (other) licence	1,500.00 (n)	1,500.00 (n)	0.0%	
Application to transfer a licence				
Bingo premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Adult gaming centre premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Betting premises (track) licence	950.00 (n)	950.00 (n)	0.0%	
Family entertainment centre premises licence	950.00 (n)	950.00 (n)	0.0%	
Betting premises (other) licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Application for reinstatement of a licence				
Bingo premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Adult gaming centre premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Betting premises (track) licence	950.00 (n)	950.00 (n)	0.0%	
Family entertainment centre premises licence	950.00 (n)	950.00 (n)	0.0%	
Betting premises (other) licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Application for provisional statement				
Bingo premises licence	3,500.00 (n)	3,500.00 (n)	0.0%	
Adult gaming centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (track) licence	2,500.00 (n)	2,500.00 (n)	0.0%	
Family entertainment centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (other) licence	3,000.00 (n)	3,000.00 (n)	0.0%	

Community, Environment & Leisure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
d. Sex Establishments				
Initial Application and Annual Renewal	3,200.00 (n)	3,200.00 (n)	0.0%	
Variations to existing licences (10% of application/renewal fee)	320.00 (n)	320.00 (n)	0.0%	
Transfer of existing licence to another person (10% of fee)	320.00 (n)	320.00 (n)	0.0%	
Holders of an existing licence (50% initial fee) for a second licence	1,600.00 (n)	1,600.00 (n)	0.0%	
e. Scrap Metal Dealers - Site Licence	384.60 (n)	384.60 (n)	0.0%	
f. Scrap Metal Dealers - Collectors Licence	119.40 (n)	119.40 (n)	0.0%	
g. Scrap Metal Dealers - Transfer of Licence	23.30 (n)	23.30 (n)	0.0%	
h. Scrap Metal Dealers - Variation of Licence	23.30 (n)	23.30 (n)	0.0%	
i. Riding Establishments }				
j. Pet Shops }				
k. Animal Boarding Establishments }				
l. Dangerous Wild Animals Act }				
m. Dog Breeders }				
n. Hypnotism Act Licence Based on cost recovery of officer time	70.00 (n)	70.00 (n)	0.0%	
	£142 + vet fees	£142 + vet fees	0.0%	
23. Hackney Carriage/Private Hire Licences				£1,000
Drivers Licence				
a. Hackney Carriage Licence (new) Cost recovery officer time	111.00 (n)	114.00 (n)	2.7%	
b. Hackney Carriage 3 year Licence (new)	228.00 (n)	234.00 (n)	2.6%	
c. Hackney Carriage Licence (renewal)	87.00 (n)	89.00 (n)	2.3%	
d. Hackney Carriage 3 year Licence (renewal)	204.00 (n)	209.00 (n)	2.5%	
e. Private Hire Licence (new) Cost recovery officer time	111.00 (n)	114.00 (n)	2.7%	
f. Private Hire 3 year Licence (new)	228.00 (n)	234.00 (n)	2.6%	
g. Private Hire Licence (renewal)	87.00 (n)	89.00 (n)	2.3%	
h. Private Hire 3 year Licence (renewal)	204.00 (n)	209.00 (n)	2.5%	
i. Safeguarding Training Fee set to recover cost	n/a	30.00 (n)	New Charge	
j. Drivers Assessment	n/a	n/a		
k. Driver knowledge tests	50.00 (n)	60.00 (n)	20.0%	
l. DBS administration fee Admin fee for FDC/KLWN to conduct checks- fee separate	10.00 (n)	11.00 (n)	10.0%	
m. DBS Fee		44.00 (n)		
Vehicle Licence				
a. Hackney Carriage Licence (new & renewals) Cost recovery officer time	146.00 (n)	150.00 (n)	2.7%	
b. Private Hire Licence (new & renewals)	128.00 (n)	132.00 (n)	3.1%	
c. Private Hire Licence Special Event	128.00 (n)	132.00 (n)	3.1%	
d. transfer of plate to another vehicle Cost recovery	45.00 (n)	46.00 (n)	2.2%	
e. initial test fee	60.00 (n)	62.00 (n)	3.3%	
f. Re-test fee	38.40 (n)	40.00 (n)	4.2%	
g. 6 Month Vehicle Compliance Fee (older vehicles)	n/a	62.00 (n)	New Charge	
Private Hire Operators				
a. Initial issue / renewal (up to 3 cars)	82.00 (n)	84.00 (n)	2.4%	
b. 5 year Initial issue / renewal (up to 3 cars)	246.00 (n)	252.00 (n)	2.4%	

Community, Environment & Leisure

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
c. Initial issue / annual renewal (up to 10 cars)	152.00 (n)	156.00 (n)	2.6%	
d. 5 year Initial issue / annual renewal (up to 10 cars)	400.00 (n)	411.00 (n)	2.8%	
e. Initial issue / annual renewal (up to 20 cars)	218.00 (n)	224.00 (n)	2.8%	
f. 5 year Initial issue / annual renewal (up to 20 cars)	550.00 (n)	565.00 (n)	2.7%	
g. Initial issue / annual renewal (20 + cars)	298.00 (n)	306.00 (n)	2.7%	
h. 5 year Initial issue / annual renewal (20 + cars)	714.00 (n)	734.00 (n)	2.8%	
Others				
a. new / broken / lost vehicle plate Cost recovery	45.00 (n)	46.00 (n)	2.2%	
b. damaged/lost driver's I.D. card Cost recovery	33.00 (n)	34.00 (n)	3.0%	
c. Cancellation of test	37.00 (n)	38.00 (n)	2.7%	
d. Notification of changes (i.e. address etc.) Cost recovery officer time	10.50 (n)	11.00 (n)	4.8%	
24. Licensing Act 2003				
a. Premises Licences & Club Certificates - Initial Fee				
Band A	100.00 (n)	100.00 (n)	0.0%	
Band B	190.00 (n)	190.00 (n)	0.0%	
Band C	315.00 (n)	315.00 (n)	0.0%	
Band D	450.00 (n)	450.00 (n)	0.0%	
Band E	635.00 (n)	635.00 (n)	0.0%	
b. Premises Licences & Variation Fee				
Band A	100.00 (n)	100.00 (n)	0.0%	
Band B	190.00 (n)	190.00 (n)	0.0%	
Band C	315.00 (n)	315.00 (n)	0.0%	
Band D	450.00 (n)	450.00 (n)	0.0%	
Band E	635.00 (n)	635.00 (n)	0.0%	
c. Premises Licences & Club Certificate - Annual anniversary fee				
Band A	70.00 (n)	70.00 (n)	0.0%	
Band B	180.00 (n)	180.00 (n)	0.0%	
Band C	295.00 (n)	295.00 (n)	0.0%	
Band D	320.00 (n)	320.00 (n)	0.0%	
Band E	350.00 (n)	350.00 (n)	0.0%	
d. Theft/loss etc of Club Certificate or Summary	10.50 (n)	10.50 (n)	0.0%	
e. Notification of Change of name or alteration of rules of Club	10.50 (n)	10.50 (n)	0.0%	
f. Change of relevant registered address of Club	10.50 (n)	10.50 (n)	0.0%	
g. Application to vary Community premises licence to include alternative licence condition	23.00 (n)	23.00 (n)	0.0%	
h. Personal Licences	37.00 (n)	37.00 (n)	0.0%	
i. Theft/Loss etc of Personal Licence	10.50 (n)	10.50 (n)	0.0%	
j. Temporary Event Notice	21.00 (n)	21.00 (n)	0.0%	
k. Theft/Loss etc of Temporary Event Notice	10.50 (n)	10.50 (n)	0.0%	
l. Transfers	23.00 (n)	23.00 (n)	0.0%	
m. Notification of Interest	21.00 (n)	21.00 (n)	0.0%	
n. Notification of Change of Licensee's details	10.50 (n)	10.50 (n)	0.0%	
o. Application for Copy of Licence	10.50 (n)	10.50 (n)	0.0%	
p. Provisional Statement	315.00 (n)	315.00 (n)	0.0%	
q. Interim Authority Notice	23.00 (n)	23.00 (n)	0.0%	
r. Minor Variation	89.00 (n)	89.00 (n)	0.0%	
s. Variation of DPS	23.00 (n)	23.00 (n)	0.0%	

Policy, Governance and Planning Services

Description of Charge	2017/18 Charge £	Proposed 2018/19 Charge £	% Increase	Estimated Additional Income £
<p>1. Land Charges</p> <p>a. Residential Basic Search b. Commercial Basic Search c. LLC1 d. CON29 Residential e. CON29 Commercial <i>For 'cheque payment' requests, the fees for (a) - (e) above will be increased by 10%</i></p> <p>f. CON29O Enquiries (16, 21 & 22) g. CON29O Enquiries - each h. Optional Extras i. Extra Parcel of Land -each j. Additional information - Further than 10 years previous (per hour) k. CON29 information not on Public Registers can now be requested individually A detailed breakdown is available from the Local Land Charges Team</p>	<p>180.00 276.00 30.00 (n) 150.00 246.00</p> <p>4.80 14.40 18.00 18.00 30.00</p>	<p>180.00 276.00 30.00 (n) 150.00 246.00</p> <p>4.80 14.40 18.00 18.00 30.00</p>	<p>0.0% 0.0% 0.0% 0.0% 0.0%</p> <p>0.0% 0.0% 0.0% 0.0% 0.0%</p>	
<p>2. Electoral Registration</p> <p>a. Sales of the full electoral register (i) Data format - basic charge Data format - plus amount /1,000 entries (ii) Printed format - basic charge Printed format - plus amount /1,000 entries</p> <p>b. Sales of the edited electoral register (i) Data format - basic charge Data format - plus amount /1,000 entries (ii) Printed format - basic charge Printed format - plus amount /1,000 entries</p> <p>c. Sales of the overseas electoral register (i) Data format - basic charge Data format - plus amount /1,000 entries (ii) Printed format - basic charge Printed format - plus amount /1,000 entries</p>	<p>20.00 (n) 1.50 (n) 10.00 (n) 5.00 (n)</p> <p>20.00 (n) 1.50 (n) 10.00 (n) 5.00 (n)</p> <p>20.00 (n) 1.50 (n) 10.00 (n) 5.00 (n)</p>	<p>20.00 (n) 1.50 (n) 10.00 (n) 5.00 (n)</p> <p>20.00 (n) 1.50 (n) 10.00 (n) 5.00 (n)</p> <p>20.00 (n) 1.50 (n) 10.00 (n) 5.00 (n)</p>	<p>0.0% 0.0% 0.0% 0.0%</p> <p>0.0% 0.0% 0.0% 0.0%</p> <p>0.0% 0.0% 0.0% 0.0%</p>	

d. Copying of candidates' expenses documents - per page	0.20 (n)	0.20 (n)	0.0%	
3. Democratic Services				
a. Council Summons/Planning Agendas/Cabinet Agendas	11.00	11.00	0.0%	
4. Development Services				
a. Building Control Fees - The Council part of the CNC Building Control Partnership. Fees are set by CNC consistent across all authorities in the partnership.				
b. Planning Fees - these are currently statutory fees. Contact the Planning team for details.			20% increase	£50,000 (net of costs)
c. Planning - Pre-application enquiry fees. Contact the Planning team for details.			20% increase	£7,000
d. Process applications to Custom and Self Build Housing Register	30.00	30.00	0.0%	
e. Provision of Documents and Information				
(i) Local Plan (Full)	42.15	42.15	0.0%	
Local Plan (Interim Statement)	14.10	14.10	0.0%	
Town Extract	7.10	7.10	0.0%	
Village Extract	7.10	7.10	0.0%	
(ii) Copy of Planning Decision Notice (per A4 sheet)	0.35	0.35	0.0%	
(iii) Conservation Area Appraisals	14.10	14.10	0.0%	
(iv) Development Briefs	14.10	14.10	0.0%	
(v) Supplementary Planning Guidance, examples are Shop Fronts, Signs and Adverts	14.10	14.10	0.0%	
(vi) 6 x map extracts, planning/building regulation applications	14.10	14.10	0.0%	
(vii) Full Plan CD for Planning	35.80	35.80	0.0%	
f. Other Documents and Plans (Copies and Fax)				
(i) Search fee per 5 minutes				
A4	0.35	0.35	0.0%	
A3	0.35	0.35	0.0%	
(ii) Plan prints				
A0	1.25	1.25	0.0%	
A1	0.70	0.70	0.0%	

<p>(iii) Plan negatives - per copy</p>				
<p style="padding-left: 40px;">A0</p>	<p style="text-align: right;">35.00</p>	<p style="text-align: right;">35.00</p>	<p style="text-align: right;">0.0%</p>	
<p style="padding-left: 40px;">A1</p>	<p style="text-align: right;">16.95</p>	<p style="text-align: right;">16.95</p>	<p style="text-align: right;">0.0%</p>	
<p>g. Invoicing Charge</p>	<p style="text-align: right;">10.70</p>	<p style="text-align: right;">10.70</p>	<p style="text-align: right;">0.0%</p>	
<p>h. Provision of Planning and Engineering Information</p>				
<p>Decision notices & completion certificate</p>				
<p style="padding-left: 20px;">(i) Building Regulations reference number provided</p>	<p style="text-align: right;">14.00</p>	<p style="text-align: right;">14.00</p>	<p style="text-align: right;">0.0%</p>	
<p style="padding-left: 20px;">(ii) Building Regulations reference number NOT provided</p>	<p style="text-align: right;">63.20</p>	<p style="text-align: right;">63.20</p>	<p style="text-align: right;">0.0%</p>	
<p>Letter of Comfort</p>	<p style="text-align: right;">41.90</p>	<p style="text-align: right;">41.90</p>	<p style="text-align: right;">0.0%</p>	
<p>i. Completion of Questionnaires/Surveys for Commercial Bodies</p>	<p style="text-align: right;">42.15</p>	<p style="text-align: right;">42.15</p>	<p style="text-align: right;">0.0%</p>	
<p>j. Recovery of officer time in relation to the carrying out of Statutory functions for Enforcement action and works commissioned by the Council and the monitoring pursuant to the Building Act 1984</p>	<p style="text-align: right;">hourly rate x time</p>	<p style="text-align: right;">hourly rate x time</p>		