


Agenda Item No:	7	
Committee:	Overview & Scrutiny Panel	
Date:	15 January 2024	
Report Title:	Review of Fees and Charges 2024/25	

## Cover sheet:

### 1 **Purpose / Summary**

To review the Council's Fees and Charges for 2024/25, in line with the Budget Strategy considered by Cabinet on 18 December 2023.

### 2 **Key issues**

- At a separate agenda item, the draft Budget report for 2024/25 highlights the significant financial challenges the Council faces over the medium term and the scale of savings required.
- The current and forecast economic climate dictates that the Council's charges have to remain sympathetic to local people's ability to pay, whilst at the same time maximising income to the Council.
- Consumer Price Index (CPI) inflation at September 2023 was 6.7% and currently stands at 3.9% (November 2023), reducing significantly over the last twelve months from a rate of 10.7% (November 2022). As many of the Council's contractual arrangements use the September CPI for increases, this has been reflected, where appropriate in the proposals for increases in 2024/25.
- The Council is experiencing significant inflationary pressures relating to staff costs, energy and fuel costs, contract costs and supplies. Consequently, the majority of charges where we have discretion to amend are proposed to increase by around 6.7%, ie. generally in line with the September 2023 CPI, with the exception of the Statutory and Commercial charges at Wisbech Port which are proposed to increase by 25% in order to begin to reduce the significant deficit being incurred on the Port operations.
- The proposed fees and charges for 2024/25 are attached at Appendix A.
- The proposals would, at current usage levels, generate further income from fees and charges of an estimated £211,480. No increase in fees and charges had been included in the draft budget report so this amount would reduce the current estimated shortfall for 2024/25.
- The estimated additional income assumes current usage/activity levels are maintained for 2024/25. Any reduction in the level of increases proposed or reduced usage/activity levels will reduce the estimated additional income.
- Consequently, alongside the proposed increases, the emphasis is also on maintaining or increasing usage/activity levels in order to maximise income.

### 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 2024/25.

<b>Wards Affected</b>	All
<b>Forward Plan Reference</b>	
<b>Portfolio Holder(s)</b>	Cllr Chris Boden, Leader and Portfolio Holder, Finance
<b>Report Originator(s)</b>	Peter Catchpole, Corporate Director and Chief Finance Officer Mark Saunders, Chief Accountant
<b>Contact Officer(s)</b>	Peter Catchpole, Corporate Director and Chief Finance Officer Mark Saunders, Chief Accountant
<b>Background Paper(s)</b>	Draft Medium Term Financial Strategy and General Fund Budget 2024/25.

## Report:

### **1 INTRODUCTION**

- 1.1 The Draft Medium Term Financial Strategy and General Fund Budget 2024/25 considered by Cabinet on 18 December 2023 highlighted the significant challenges the Council faces over the medium term. Further details are contained in the draft 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 consequential impact on residents and businesses;
  - (ii) CPI Inflation at September 2023 was 6.7% and currently stands at 3.9% (November 2023), a significant reduction over the last twelve months (10.7% in November 2022);
  - (iii) The need to remain competitive and maintain/increase activity levels;
  - (iv) Flexibility in the charging regime to encourage increased usage and to assist with meeting Corporate Priorities;
  - (v) The need to maximise income levels to assist with funding the Medium Term Financial Forecasts.
- 1.3 The Council is also experiencing significant inflationary pressures relating to staff costs, energy and fuel costs, contract costs and materials and equipment costs. Consequently, the majority of charges where we have discretion to amend are proposed to increase by around 6.7%, ie. generally in line with the September 2023 CPI, with the exception of Wisbech Port charges which are proposed to increase by 25% in order to reduce the significant deficit being incurred on the Port operations (see 3.1 below).
- 1.4 The proposals would, at current usage levels, generate further income from fees and charges of an estimated £211,480. No increase in fees and charges had been included in the draft budget report so this amount would reduce the current estimated shortfall for 2024/25. However, of this additional income, around £100,000 is a result of the 25% increase in Port Dues which is entirely dependent on achieving the estimated ship numbers visiting the Port. Consequently, this additional income is far from certain and should be treated with caution.

### **2 PROPOSALS**

- 2.1 The proposed fees and charges for 2024/25, together with comparisons with current charges, percentage increase and financial impact are detailed at Appendix A.
- 2.2 Many of the 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, The Boathouse and Sutton Bridge Moorings, which are shown excluding VAT.
- 2.3 Some of the fees and charges are set centrally by government and other bodies 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 Health – Process Authorisation Fees and Ship Sanitation Certificates
  - Planning Fees

There is no discretion in the setting of these fees.

- 2.4 Planning Fees are set by government and after over 5 years of no increase, these were increased with effect from 6 December 2023. Major Development application fees increased by 35% and by 25% for all other applications. In addition, with effect from 1 April 2025, planning application fees will be subject to an annual indexation, capped at 10%.
- 2.5 The estimated financial impact of these increases has been included within the draft budget 2024-25 report at a separate agenda item.
- 2.6 Taking into account the principles detailed in 1.2 above, all Service Teams have assessed their charges for 2024/25 and their proposals are detailed in Appendix A.
- 2.7 Detailed service proposals are contained in the following sections together with some commentary explaining the rationale for the proposed charges for 2024/25. The following sections are in the same order as detailed in Appendix A.

### **3 GROWTH & INFRASTRUCTURE SERVICES**

#### **3.1 Wisbech Port – Statutory Harbour Dues (Wisbech & Sutton Bridge - 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 who have previously emphasised that there should not be any 'substantial or continuing subsidy from a local authority's general funds to its port'.
- These costs should be recovered from the charges levied on ships visiting Wisbech and Sutton Bridge using the Harbour Authority/Pilotage service. However, as a result of a continuing significant downturn in the number of ships visiting Port Sutton Bridge (and to a lesser extent Wisbech) over the past few years, the income received falls significantly short of the costs to provide this service.
- Currently, a review of the Port operations is ongoing in order to identify sustainable options over the medium and long-term. This will include a re-assessment of the costs of providing the service together with a charging policy which seeks to recover costs from the lower number of ships visiting the Port. This will inevitably lead to a substantial increase in charges unless shipping numbers increase significantly.
- As an interim measure, pending the outcome of the review and in order to begin to reduce the deficit in operating these services, it is proposed to increase the Statutory Dues by 25%.
- Members will receive further reports on the future strategy and direction of the Port operations in due course.

##### **Commercial Fees**

- As with the Statutory Fees above, the income from Commercial Fees (mainly Wharfage Dues at Wisbech) falls significantly short of the costs of providing these services.
- These services will also form part of the current review of Port operations. Based on the limited number of ships visiting Wisbech, the fees for the commercial operation would need to increase substantially in order to recover costs.

- Again, as an interim measure, pending the outcome of the review and in order to begin to reduce the deficit in operating this service, Commercial fees (Wharfage Dues) are proposed to increase by 25%.
- Additional charges at Wisbech Port are currently set a level to recover costs and in order to keep pace with inflation, these charges are proposed to increase by around 6.7%.
- Based on the estimated number of ships visiting Wisbech and Port Sutton Bridge in 2024/25, the proposed 25% increase in Statutory and Commercial Dues would generate around an additional £100,000 income. However, this is entirely dependent on achieving the estimated ship numbers visiting the Port. Consequently, this additional income is far from certain and should be treated with caution.

### **Yacht Harbour and Ancillary Charges**

- As with the Statutory and Commercial Fees above, the income from mooring fees at the Yacht Harbour falls short of the costs of providing these services.
- It is important to note however that the moorings and ancillary services provided by the Council at the Yacht Harbour are discretionary services and do not have the same legislative requirements associated with the Statutory and Commercial operations at the Port. The principle of setting charges to cover costs (based on estimated occupancy levels) is however the same.
- These services will also form part of the current review of Port operations so as an interim measure, pending the outcome of the review, Yacht Harbour charges are proposed to increase by around 6.7%.
- Following the completion of the Sutton Bridge moorings, the Council has entered into an agreement with Lincolnshire County Council, who own the moorings, to manage them on their behalf. This includes the collection of berthing rates.

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

- Rents have been reviewed in light of current occupancy rates and market comparisons. Following the changes agreed for 2023/24, it is proposed to keep the charges at the same level for 2024/25 with no changes to the minimum and maximum rent ranges as these are still considered to be appropriate. Actual rents are negotiable within the minimum and maximum charge per square foot/metre.
- The proposed rents would apply to new tenants and following rent reviews for existing tenants. Consequently, any estimate of additional income generated from these changes should be treated with caution.
- There has been a significant impact on room hire income over the past few years resulting from the Covid-19 pandemic. It is also proposed not to increase these for 2024/25 as these are set at a level to recover costs.

## **4 COMMUNITIES, ENVIRONMENT, LEISURE & PLANNING SERVICES**

### **4.1 Environment Charges**

- Generally, charges set at the discretion of the Council have been increased by around CPI with the exception of Stray Dogs which have been increased to reflect the increase in kennelling costs.
- Process Authorisation Fees and Ship Sanitation Certificates are increased annually in line with DEFRA and the Association of Port Health Authorities recommended charges which have yet to be received.

## **4.2 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, Tivoli Group, to ensure that high standards are maintained.
- It is proposed to increase the fees generally by around 10% with larger targeted increases for specific elements of the service. This is to ensure the fees reflect the cost of providing and investing in the service (an additional dedicated Cemeteries Officer is now in place who attends both cremations and burials) and the limited size of the cemeteries themselves. The proposed fees remain comparable with neighbouring authorities.

## **4.3 Commercial and Chargeable Household Waste Services**

- The commercial waste services are subject to competition from the private sector. To remain competitive but also to reflect the increased cost of providing these services, charges are proposed to increase by between 2%-4%.
- The Bulky Household Waste collection charge has been rationalised in recent years to make the charges more transparent and easier to calculate for customers, thereby supporting the approach to reduce the appeal of illegal collection services. For 2024/25 the minimum fee is proposed to increase to £35.00 (for up to 5 items) with a proposed increase in each item above 5 to £7.00. This is to reflect the continued increases in service costs.
- 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 six years. As the charges for 2024/25 have already been set (annual subscription if paid by direct debit increased to £44 and if paid by debit card/cash, to increase to £55), the estimated financial impact of the scheme has been included in the draft budget 2024/25.

## **4.4 Markets and Fairs**

- It is proposed that charges increase by around 6%-7%.
- The Showman's Guild has requested that the fees for Fairs be frozen. A 6.7% CPI increase would yield an additional £1,230 if all the fairs took place and this is included in the attached proposals subject to Members views.

## **4.5 Leisure Services**

- Members will be aware that from 4 December 2018 new management arrangements are in place at the Council's Leisure Centres. The setting of charges at the leisure centres (with a few minor exceptions) are now the responsibility of Freedom Leisure, the 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). Site rents (including water charges) are proposed to increase by 6.7% in order to continue to cover costs and provide the necessary services and improvements to the sites. 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**

- Rent increases of around 6.7% are being proposed at Creek Road Hostel in line with the social housing rent formula calculation. No increases in rents of the temporary accommodation properties (leased from Clarion) are being proposed as this would adversely affect the amount of housing benefit subsidy the Council would receive.
- Members will be aware that the Council is currently in the process of purchasing 29 properties partly funded from the government's Local Authority Housing Fund (LAHF) initiative to provide temporary accommodation for Afghan (5 properties) and Ukrainian (8 properties) refugees and for the Council's general homelessness responsibilities (16 properties).
- As the LAHF properties will be owned by the Council, it is proposed that Broad Rental Market Area rents are charged for these properties as there is no impact on housing benefit subsidy for those tenants in receipt of housing benefit.

## **4.8 Planning Fees**

- Planning Fees are set by government and after over 5 years of no increase, these were increased with effect from 6 December 2023. Major Development application fees increased by 35% and by 25% for all other applications. In addition, with effect from 1 April 2025, planning application fees will be subject to an annual indexation, capped at 10%.
- Ancillary charges are proposed to increase by around CPI but very limited income is generated from these.

## **4.9 Licensing**

- Licensing Fees issued under the Licensing Act 2003 and Gambling Act 2005 are set by government and no increases are proposed for 2024/25. To reflect the full range of services provided, the schedule of fees includes for providing a copy of the licence and for notification of changes.
- Following a review of officer time to complete tasks associated with Animal Welfare Licensing, fees for 2024/25 are proposed to increase above CPI but now better reflect the cost of providing this service.
- Increases in Hackney Carriage/Private Hire Licences charges for 2022/23 included for the recovery of the cost of new software to enable processes to become more digital with less officer time required in the future. No further increases were proposed for 2023/24. For 2024/25, it is proposed that the Vehicle and Operator fees increase by around 6.7% but with no increase in the Drivers fees, partly to help encourage more drivers as there is a shortage in the local area. In addition, although there has been some reduction in administration time, the increase in staff costs (pay awards etc) off-sets this saving.

# **5 RESOURCES & CUSTOMER SERVICES**

## **5.1 Land Charges**

- From September 2022, Full Residential or Commercial Searches as well as an LLC1 only search became the responsibility of HM Land Registry and consequently we no longer need to set a charge for these searches.
- This Council will continue to provide replies to CON 29 residential and commercial enquiries as well as additional questions. It is proposed that FDC's element of these charges are increased by around 6.7% for 2024/25.
- Some of the fees contain an element set by Cambridgeshire County Council and these will be updated when we receive notification from them of their fees for 2024/25 (likely in April 2024).

## **5.2 Electoral Registration**

- These fees are set by government and no further increases are planned for 2024/25.

## **6 FINANCIAL SUMMARY**

- 6.1 The proposals in sections 3-5 above and Appendix A would, at current usage levels, generate further net income from fees and charges of an estimated £211,480. No increase in fees and charges had been included in the draft budget report so this amount would reduce the current estimated shortfall for 2024/25. The estimated additional income assumes current usage/activity levels are maintained for 2024/25. Any reduction in the level of increases proposed or reduced usage/activity levels will reduce the estimated additional income.
- 6.2 Of this additional income, around £100,000 is a result of the 25% increase in Port Dues which is entirely dependent on achieving the estimated ship numbers visiting the Port. Consequently, this additional income is far from certain and should be treated with caution.
- 6.3 The total estimated fees and charges which will be included in the final budget report for 2024/25, will take into account the agreed level of fees together with estimated usage/activity levels.





Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>PORT OF WISBECH AUTHORITY (NENE PORTS) FEES &amp; CHARGES</b>				
<b>1. Harbour and Light Dues</b>				<b>£24,690</b>
a. To Wisbech - per G.T.	0.611 (z)	0.764 (z)	25.0%	
b. To Sutton Bridge - per G.T.	0.512 (z)	0.640 (z)	25.0%	
<b>Oil Spill Prevention Charge</b> - per ship per visit	<b>22.90</b>	<b>28.62</b>	<b>25.0%</b>	
<b>2. Conservancy Dues</b>				<b>£38,780</b>
a. To Wisbech - per G.T.	0.457 (z)	0.571 (z)	25.0%	
b. To Sutton Bridge - per G.T.	0.457 (z)	0.571 (z)	25.0%	
<b>3. Wharfage Dues (Wisbech Only)</b>				<b>£11,720</b>
(i) Steel & Iron products - per tonne	0.614 (z)	0.768 (z)	25.0%	
(ii) Timber (Deals, battens, boards etc) - per cu.m.	0.628 (z)	0.785 (z)	25.0%	
(iii) Timber (Plywood, hardboard etc) - per cu.m.	0.795 (z)	0.994 (z)	25.0%	
(iv) Grain, Animal Feeds - per tonne	0.581 (z)	0.726 (z)	25.0%	
(v) Fertilisers, Sand, Salt - per tonne	0.709 (z)	0.886 (z)	25.0%	
(vi) Aggregates - per tonne	0.709 (z)	0.886 (z)	25.0%	
(vii) Bricks - per tonne	0.614 (z)	0.768 (z)	25.0%	
(viii) Scrap Metal - per tonne	0.983 (z)	1.229 (z)	25.0%	
(ix) RDF Bales - per tonne		1.112 (z)	NEW	
(ix) ISPS Charge - per ship per visit	41.24 (z)	51.55 (z)	25.0%	
<b>4. Mandatory Waste Fee (Wisbech only)</b>				
Contribution towards disposal of ships' waste and garbage disposal, in accordance with MARPOL regulations - per ship per visit		110.00	NEW	
<b>5. Pilotage and Boarding &amp; Landing Dues</b>				<b>£38,780</b>
<b>a For a vessel to Wisbech</b> - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	912.41 (z)	1,140.51 (z)	25.0%	
(ii) exceeding 1000	0.913 (z)	1.141 (z)	25.0%	
<b>b For a vessel to Sutton Bridge</b> - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	856.15 (z)	1,070.19 (z)	25.0%	
(ii) exceeding 1000	0.858 (z)	1.073 (z)	25.0%	
<b>Additional Charges</b> (excluding any charges imposed by terminal operators or agents in respect of attendance at ships by boatmen / ropemen or other personnel)				<b>£4,460</b>
<b>c Detention</b> 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.	161.30 (z) 2,418.90 (z)	172.10 (z) 2,580.95 (z)	6.7% 6.7%	
<b>d 'Dead Ship'</b> 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%.				
<b>e Harbour Services</b> Vessel movements in harbour area including mooring and unmooring and moving berth, Draft Surveys, a flat rate charge of	161.30 (z)	172.10 (z)	6.7%	
<b>f Attendance</b> 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	161.30 (z) 451.40 (z)	172.10 (z) 481.65 (z)	6.7% 6.7%	
<b>g Pilot Exemption Certificate Application (Processing fee)</b> 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	346.80	370.00	6.7%	
<b>h Pilot Exemption Fee 25% of Full Pilotage (per day)</b>				
<b>i Dredging/Bed Levelling (Charge per Hour)</b> 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.	486.65	519.25	6.7%	
<b>j Towing (Charge per Hour)</b> Minimum of 2 hours within the confines of the harbour areas,				

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
plus mobilisation/cancellation time (see below)	486.65 (z)	519.25 (z)	6.7%	
Minimum of 4 hours for a stern tow from seaward to Sutton Bridge, plus mobilisation time (see below)	486.65 (z)	519.25 (z)	6.7%	
<b>k Mobilisation/Cancellation fee Time (Charge per Hour)</b>				
Charge for passage to place towing vessel on station, with a Minimum of 1 hour.	210.75 (z)	224.85 (z)	6.7%	
No charge will apply if cancelled 4 hrs before HW				
<b>l Surveying</b>				
Per day or part thereof, hire of equipment	210.60	224.70	6.7%	
Per hour, for processing results	113.45	121.05	6.7%	
Cancellation fee of 40% of completed works				
<b>m Harbour vessel's workboat hire (Charge per hour)</b>				
Per hour, Minimum 4 hours, small boat hire Orca WB1	310.90	331.75	6.7%	
Per hour, minimum 4 hours, small workboat hire Nene Surveyor	350.35	373.80	6.7%	
Per hour, minimum 4 hours, pilot boat hire Nene Pilot, Fenland Pilot	451.40	481.65	6.7%	
Per hour, minimum 4 hours, Fenlander Tug	486.65	519.25	6.7%	
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.				
<b>n Marine Works Application</b>				
Processing Fee (minimum)	308.95	329.65	6.7%	
<b>o Duty Officer Call Out Charge</b>				
Out of hours (per hour) - 1600 - 0800	113.45	121.05	6.7%	
<b>p Marine Works Superintendence - per hour</b>				
(minimum 1 hour)	113.45	121.05	6.7%	
<b>q Pilot Ordering</b>				
All Pilots must be ordered 12 hours before HW, a late notice charge will be applied for each pilot ordered after this time				
Pilots ordered between 12 - 4 hours before HW, a late notice charge	428.15	456.85	6.7%	
<b>No Pilots to be ordered after 4 hours before HW</b>				
<b>r Harbour Master Superintendence - per hour</b>				
(minimum 1 hour)	149.15	159.15	6.7%	
<b>s Local Notice to Mariners</b>				
A charge will apply where the Harbour Authority has to raise a Local Notice to Mariners (LNTM) on behalf of third parties, of	202.50	216.05	6.7%	
<b>Small Commercial Vessels - Non Resident.</b>				
<u>Mooring on Authority's Pontoons at Sutton Bridge or Wisbech</u>				
Per metre LOA per 24 hours or part there of	7.20	7.70	6.9%	
Per metre per 7 days	31.30	33.40	6.7%	
<b>Small Commercial Vessels - Resident/Non Resident</b>				
Harbour & Light Dues & Conservancy Charge per vessel per visit.	26.30 (z)	28.05 (z)	6.7%	
Fuel Transfer Charge or Permission to fuel from tanker or across Authority's property.				
Per vessel per bunker and subject to 24 hours notice and Harbour Master's permission.	49.15	52.45	6.7%	
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.				

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<p><b>Commercial Vessels - Lay By Wisbech Commercial Quay</b></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 &amp; 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>	1.05	1.10	4.8%	£6,600 a - b
<p><b>6. Wisbech Yacht Harbour</b> (All Rates include VAT at standard rate)</p> <p><b>a (i) Pontoon Berths - Contract (Long Term) Berthing Rates</b></p> <p><b>Standard Term - (Vessel LOA greater than 6.0m)</b></p> <p style="text-align: center;"><b>Rate/metre</b></p> <p style="text-align: center;">£</p> <p>Per annum 179.00</p> <p>Per annum outside or inside hammer-head berths 198.00</p> <p>Per annum on commercial linear berths 198.00</p> <p>'Budget' or 'Day Boat' (vessels between 3.6m and 6.0m LOA) rates are subject to a 15% discount on the actual rates but do not qualify for winter discounts.</p>	Rate/metre £	Rate/metre £		
	179.00	191.00	6.7%	
	198.00	211.00	6.6%	
	198.00	211.00	6.6%	
			<b>NEW</b>	
Port of Wisbech Authority Annual Licence	19.00 (z)	20.00 (z)	5.3%	
<p><b>note</b></p> <ul style="list-style-type: none"> <li>- Rates apply afloat or for storage ashore but exclude boat lift charges.</li> <li>- For vessels arriving mid-term, charges are pro-rata.</li> </ul> <p>- Rates above apply given payment in full at point of invoice. Payment can be staggered but:-</p> <p>Two payments plus 5%</p> <p>Four payments plus 9%</p> <p>Twelve payments plus 13%</p>				
<p><b>(ii) Sutton Bridge Moorings</b> charges shown net of VAT (Rates exclude VAT at standard rate)</p> <p><b>Pontoon Berths - Berthing Rates per annum</b></p>	165.00	176.00	6.7%	
<p><b>b Pontoon Berths - Non-Contract (Visitor) Berthing Rates</b> (Including Port of Wisbech Authority licence contribution)</p> <p style="text-align: center;"><b>Rate/metre</b></p> <p style="text-align: center;">£</p> <p>Daily - per 24 hours (minimum charge £13.80) 2.55</p> <p>Weekly (7 days) 12.70</p> <p>Monthly (28 days) April - October 32.50</p> <p>Special Events POA</p>	Rate/metre £	Rate/metre £		
	2.55	2.70	5.9%	
	12.70	13.50	6.3%	
	32.50	34.70	6.8%	
	POA	POA		
		44.75	<b>NEW</b>	
<p><b>Tenders (up to 3.5m LOA) - per month</b></p> <p>Short Stay Berth (Subject to availability) Max 2 hrs, not overnight</p> <p>Sail Training Vessels</p> <p>Club Rallies of over 2 Boats per visit</p> <p>Narrow Boats over 11m LOA</p> <p>Weather-bound craft maximum of one week</p>	No charge Less 20% Less 20% Less 20% Less 20%	No charge Less 20% Less 20% Less 20% Less 20%		
<p><b>Winter Storage Afloat</b></p> <p>November to March per month 27.50</p> <p>Full five months 108.00</p>	27.50	29.50	7.3%	
	108.00	115.00	6.5%	

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>Conditions of Use</b>				
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	36.35	38.75	6.6%	
Administration charge for each debtor account referred for collection	133.75	142.70	6.7%	
Administration charge for change in billing method after berthing application is accepted or extension to contract period between 1st April and 31st March	36.35	38.75	6.6%	
<b>c Ancillary Charges</b>				<b>£2,200</b>
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%				
<b>(i) Boat lifting - Up to 15m LOA or 20 tonnes</b>				
<b>Lift Out</b>				
To yard, including shoring up using boat cradle/stands. Per metre	21.70	23.15	6.7%	
Minimum Charge	145.35	155.10	6.7%	
Yard charge applies for non-contract rate at Non-Contract (Visitor) Berthing Rates				
<b>Relaunch/Lift onto Trailer</b>				
Per metre.	21.70	23.15	6.7%	
Minimum Charge	145.35	155.10	6.7%	
<b>(ii) Vessels over 15m LOA and /or 20 tonnes to 55 tonnes plus 30%.</b>				
<b>Lift Out</b>				
To yard, including shoring up using boat cradle/stands. Per metre	30.10	32.10	6.6%	
Marine Service waiting charge per hour per person	47.35	50.50	6.7%	
<b>Relaunch/Lift onto Trailer</b>				
Per metre.	30.10	32.10	6.6%	
Yard charge applies for non-contract rate at Non-Contract (Visitor) Berthing Rates				
<b>(iii) Lift out</b>				
<b>Hold in Slings</b> (subject to availability). Per metre, per 30 minutes	10.70	11.40	6.5%	
Return to water				
<b>Hire of Yacht harbour Cradles (subject to availability)</b>				
per annum / pro rata per cradle	124.95	133.30	6.7%	
<b>Hire of electric pressure washer</b> (subject to availability). Per use.	40.50	43.20	6.7%	
<b>Hire of petrol pressure washer</b> (subject to availability). Per day. Plus Fuel.	87.00	92.80	6.7%	
<b>Hire of petrol pressure washer</b> (subject to availability). Per week. Plus Fuel.	174.00	185.65	6.7%	
<b>(iv) Boom Crane Lifting . Max 3 tonnes.</b>				
<b>Engine lift</b> , per engine, per hour or part.	87.00	92.80	6.7%	
<b>Comercial Engine Lift</b>	POA	POA		
<b>Small boat lift</b> . Per metre each way.	18.50	19.75	6.8%	
Minimum charge each way.	57.25	61.10	6.7%	

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>(v) Other Services</b>				
<b>Marine Services Labour (min 2 hours)</b> 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.	<b>56.15</b>	<b>59.90</b>	<b>6.7%</b>	
<b>Mast Storage.</b> Per mast up to 12m vessel LOA. Single payment . Over 12m vessel LOA. Single payment.	<b>62.20</b> <b>87.00</b>	<b>66.35</b> <b>92.80</b>	<b>6.7%</b> <b>6.7%</b>	
<b>Boat Trailer or Cradle Storage</b> (subject to availability of space). p/a	<b>88.65</b>	<b>94.60</b>	<b>6.7%</b>	
<b>Miscellaneous Storage Ancilliary per sq mtr, per annum, subject to availability and permission</b>	<b>49.55</b>	<b>52.85</b>	<b>6.7%</b>	
<b>Marina pump out.</b> Per use, subject to availability.	<b>18.20</b>	<b>19.40</b>	<b>6.6%</b>	
<b>Non boatyard temporary hard standing.</b> Subject to availability. Charges as per non contract berthing rates.				
<b>Hire of forklift and operator.</b> Up to 2.8 tonne lifts. First half hour or part. Per additional hour	<b>87.00</b> <b>54.50</b>	<b>92.80</b> <b>58.15</b>	<b>6.7%</b> <b>6.7%</b>	
<b>Electricity</b> By prepaid card from Harbour Office Gate Access Card - Yacht Harbour Fuel Pump Dispensing Key - Yacht Harbour	<b>16.50</b> <b>22.00</b>	<b>17.60</b> <b>23.50</b>	<b>6.7%</b> <b>6.8%</b>	
<b>Tradesmen's Licence.</b> Annual working permit. Tradesmen to work in boatyard, yacht harbour or slipway. Subject to insurance and Harbour Master's approval.	<b>137.65</b>	<b>146.85</b>	<b>6.7%</b>	
<b>Slipway</b> Haul and launch per metre Shoring up. Time and materials basis. Slip rent per day per metre.	<b>52.30</b> <b>5.30</b>	<b>55.80</b> <b>5.65</b>	<b>6.7%</b> <b>6.6%</b>	
<b>Crab Marsh Work Shop</b> Premium under cover boat storage - (short term per month)	<b>185.00</b>	<b>197.40</b>	<b>6.7%</b>	

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>7. Sewage Disposal</b>				
<b>Properties not connected to mains sewer</b>				
Private dwellings				
Service charge (per annum)	< As per AW >	< As per AW >		
Standing charge (per annum)				
Charges to Roddons as per the Transfer Agreement				
<b>March Sanitation Point</b>				
Boat Pump-Out tokens           per token	14.85	15.85	6.7%	
Sanitation Point Keys	5.50	6.00	9.1%	
<b>8. Mini Factories</b>				
<b>Rents negotiable within:</b>				
<b>Boleness Road/New Drove/Prospect Way/Longhill/SFEP</b>				
a. the minimum - per square foot and;	6.50 (e)	6.50 (e)	0.0%	
* b. the maximum - per square foot	8.50 (e)	8.50 (e)	0.0%	
c. the minimum - per square metre and;	69.97 (e)	69.97 (e)	0.0%	
* d. the maximum - per square metre	91.49 (e)	91.49 (e)	0.0%	
<b>Venture Court</b>				
a. the minimum - per square foot and;	7.20 (e)	7.20 (e)	0.0%	
* b. the maximum - per square foot	9.20 (e)	9.20 (e)	0.0%	
c. the minimum - per square metre and;	78.58 (e)	78.58 (e)	0.0%	
* d. the maximum - per square metre	99.00 (e)	99.00 (e)	0.0%	
It should be noted that VAT is applicable on rental income at Venture House, Venture Court & South Fens Enterprise Park				
Includes charges for acceptable trade refuse collection and disposal, insurance, water rates (where applicable), and site maintenance.				
* to be applied when market forces dictate				

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>9. South Fens Business Centre, Chatteris</b> charges shown net of VAT				
a. the minimum - per square foot and;	18.00	18.00	0.0%	
* b. the maximum - per square foot	23.00	23.00	0.0%	
c. the minimum - per square metre and;	193.75	193.75	0.0%	
* d. the maximum - per square metre	247.57	247.57	0.0%	
e. <b>Catering</b>				
Tea and coffee per head	2.70	2.70	0.0%	
Orange Juice per jug	3.60	3.60	0.0%	
** f. <b>Weekday room charges (Mon-Fri 8.30-1700)</b>				
<i>External rate - per hour</i>				
Beech	44.00	44.00	0.0%	
Oak/Apple	27.20	27.20	0.0%	
Small Meeting rooms (first hr free)	17.35	17.35	0.0%	
Large Meeting rooms (first hr free)	22.00	22.00	0.0%	
<i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i>				
Beech	104.15	104.15	0.0%	
Oak/Apple	76.35	76.35	0.0%	
Small Meeting rooms (first hr free)	39.35	39.35	0.0%	
Large Meeting rooms (first hr free)	53.25	53.25	0.0%	
<i>External rate - per full day</i>				
Beech	185.15	185.15	0.0%	
Oak/Apple	134.20	134.20	0.0%	
Small Meeting rooms (first hr free)	61.95	61.95	0.0%	
Large Meeting rooms (first hr free)	88.00	88.00	0.0%	
** g. <b>Evenings/Weekend room charges</b>				
<i>External rate - per hour</i>				
Beech	81.00	81.00	0.0%	
Oak/Apple	68.25	68.25	0.0%	
<i>External rate - per half day</i>				
Beech	215.25	215.25	0.0%	
Oak/Apple	162.00	162.00	0.0%	
<i>External rate - per full day</i>				
Beech	446.70	446.70	0.0%	
Oak/Apple	366.85	366.85	0.0%	
* to be applied when market forces dictate				
** Business Premises Tenant rates at 75% of External Rate (ie. 25% discount)				



Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>10. <u>The Boathouse, Wisbech</u></b> charges shown net of VAT				
a. the minimum - per square foot and;	19.70	19.70	0.0%	
* b. the maximum (suites GF1 to FF38) - per square foot	24.00	24.00	0.0%	
* c. the maximum (suites FF39 & FF40) - per square foot	24.00	24.00	0.0%	
d. the minimum - per square metre and;	211.95	211.95	0.0%	
* e. the maximum - per square metre	258.33	258.33	0.0%	
* f. the maximum (suites FF39 & FF40) - per square metre	258.33	258.33	0.0%	
<b>g. Catering</b>				
Tea and coffee per head	2.70	2.70	0.0%	
Orange Juice per jug	3.60	3.60	0.0%	
<b>** h. Weekday room charges (Mon-Fri 8.30-1700)</b>				
<i>External rate - per hour</i>				
Richard Young Large	44.00	44.00	0.0%	
Lambton/Young 1 or 2	27.20	27.20	0.0%	
The Gallery	24.90	24.90	0.0%	
Meeting rooms	17.35	17.35	0.0%	
<i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i>				
Richard Young Large	104.15	104.15	0.0%	
Lambton/Young 1 or 2	76.35	76.35	0.0%	
The Gallery	69.35	69.35	0.0%	
Meeting rooms	39.35	39.35	0.0%	
<i>External rate - per full day</i>				
Richard Young Large	185.15	185.15	0.0%	
Lambton/Young 1 or 2	134.20	134.20	0.0%	
The Gallery	122.65	122.65	0.0%	
Meeting rooms	61.95	61.95	0.0%	
<b>** i. Evenings/Weekend room charges</b>				
<i>External rate - per hour</i>				
Richard Young Large	81.00	81.00	0.0%	
Lambton/Young 1 or 2	68.25	68.25	0.0%	
<i>External rate - per half day</i>				
Richard Young Large	215.25	215.25	0.0%	
Lambton/Young 1 or 2	162.00	162.00	0.0%	
<i>External rate - per full day</i>				
Richard Young Large	446.70	446.70	0.0%	
Lambton/Young 1 or 2	366.85	366.85	0.0%	
* to be applied when market forces dictate				
** Business Premises Tenant rates at 75% of External Rate (ie. 25% discount)				

Communities, Environment, Leisure & Planning

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>1. Licences and Certificates</b>				<b>£150</b>
a. Unfit Food Certificates				
(i) - per hour inclusive of travelling expenses	94.00 (n)	100.00 (n)	6.4%	
(ii) - minimum charge	50.00 (n)	53.00 (n)	6.0%	
b. Food Hygiene Rating Scheme (FHRS)      Re-scoring food businesses upon request (fee set to recover cost)	138.00	138.00	6.2%	
c. Export Certificates per hour inclusive of travel	94.00 (n)	100.00 (n)	6.4%	
d. Acupuncture/Cosmetic piercing/Electrolysis/Semi-permanent skin colouring				
(i) - Licence fee	176.00 (n)	188.00 (n)	6.8%	
(ii) - renewal/transfer/variation	50.00 (n)	53.00 (n)	6.0%	
e. Detained Food - Recovery of commercial storage costs	<b>Cost Recovery</b>	<b>Cost Recovery</b>		
f. Copy licence or certificate	11.50 (n)	12.25 (n)	6.5%	
<b>2. Stray Dogs</b>				<b>£100</b>
Return of Stray Dog      - includes statutory fee of £25.00	77.00 (n)	82.00 (n)	6.5%	
plus kennelling fee      - per day or part thereof	20.00 (n)	25.00 (n)	25.0%	
plus administration fee      - per dog	16.50	18.00	9.1%	
<b>3. Training Courses</b>				
a. FDC Refresher, COSHH; Risk Assessment; Manual Handling	44.00 (e)	46.50 (e)	5.7%	
b. FDC regulatory business support pack (hourly rate - coaching plus travel)	95.00 (e)	100.00 (e)	5.3%	
c. Safer Food Better Business Training Pack	27.50 (e)	29.00 (e)	5.5%	
<b>4. Process Authorisation Fees</b> <b>Set by DEFRA</b>				<b>£0</b>
a. Application fees				
Standard	1,650.00 (n)	1,650.00 (n)	0.0%	
Additional fee for operating without a permit	1,188.00 (n)	1,188.00 (n)	0.0%	
Petrol Vapour Recovery I, Small Waste Oil Burner and Dry Cleaners Reduced Fee Activities	155.00 (n)	155.00 (n)	0.0%	
Petrol Vapour Recovery I and II combined	257.00 (n)	257.00 (n)	0.0%	
Other Reduced Fee Activities	362.00 (n)	362.00 (n)	0.0%	
Reduced fee activities: Additional fee for operating without a permit	71.00 (n)	71.00 (n)	0.0%	
Standard Mobile Plant for the 1st & 2nd applications	1,650.00 (n)	1,650.00 (n)	0.0%	
for the 3rd to 7th applications	985.00 (n)	985.00 (n)	0.0%	
for the 8th and subsequent applications	498.00 (n)	498.00 (n)	0.0%	
Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts				
b. Annual Subsistence Charge				
Standard Process (Low)	£772 (+£104)* (n)	£772 (+£104)* (n)	0.0%	
Standard process Medium	£1161 (+156)* (n)	£1161 (+156)* (n)	0.0%	
Standard process High	£1747 (+207)* (n)	£1747 (+207)* (n)	0.0%	
Reduced fee activities Low/Med/High	£79 / £158 / £237 (n)	£79 / £158 / £237 (n)	0.0%	
PVR I & II combined	£113 / £226 / £341 (n)	£113 / £226 / £341 (n)	0.0%	
Other Reduced Fee Activities Low/Med/High	£228 / £365 / £548 (n)	£228 / £365 / £548 (n)	0.0%	
Standard Mobile Plant 1st & 2nd permits Low/Med/High	£626 / £1034 / £1551 (n)	£626 / £1034 / £1551 (n)	0.0%	
for the 3rd to 7th permits Low/Med/High	£385 / £617 / £924 (n)	£385 / £617 / £924 (n)	0.0%	
8th and subsequent permits Low/Med/High	£198 / £314 / £473 (n)	£198 / £314 / £473 (n)	0.0%	
Late payment Fee	£52 (n)	£52 (n)	0.0%	
* the additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts				
c. Transfer and Surrender				
Standard process transfer	169.00 (n)	169.00 (n)	0.0%	
Standard process partial transfer	497.00 (n)	497.00 (n)	0.0%	
New operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15(2) of charging scheme)	78.00 (n)	78.00 (n)	0.0%	
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	53.00 (n)	53.00 (n)	0.0%	
Transfer authorising a reduced fee	47.00	47.00 (n)	0.0%	
d. Temporary transfer for mobiles				
First transfer	53.00 (n)	53.00 (n)	0.0%	
Repeat following enforcement or warning	53.00 (n)	53.00 (n)	0.0%	
e. Substantial change				
Standard process	1,050.00 (n)	1,050.00 (n)	0.0%	
Standard process where the substantial change results in a new PPC activity	1,650.00 (n)	1,650.00 (n)	0.0%	
Reduced fee activities	102.00 (n)	102.00 (n)	0.0%	
<b>5. Food Premises</b>				
Copy register entries:      Subject to charging policy under Freedom Of Information Act				
<b>6. Ship Sanitation Certificates</b> <b>Set by Association of Port Health Authorities</b>				
Per Vessel (Gross Tonnage)				
Up to 1,000	125.00 (n)	125.00 (n)	0.0% *	
1,001 - 3,000	170.00 (n)	170.00 (n)	0.0% *	
3,001 - 10,000	250.00 (n)	250.00 (n)	0.0% *	
10,001 - 20,000	325.00 (n)	325.00 (n)	0.0% *	
20,001 - 30,000	415.00 (n)	415.00 (n)	0.0% *	
Over 30,000	480.00 (n)	480.00 (n)	0.0% *	
Vessel capacity between 50 & 1,000 persons	480.00 (n)	480.00 (n)	0.0% *	
Vessel capacity over 1,000 persons	820.00 (n)	820.00 (n)	0.0% *	
Extensions	95.00 (n)	95.00 (n)	0.0% *	
* Increases as per the Association of Port Health Authorities Recommended Charges.				
<b>7. Private Water Supply Regulations 2009</b> <i>Currently set in line with guidance.</i>				
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%	
<b>8. Contaminated Land Enquiries</b>				
Contaminated land enquiries for information beyond the scope of Environmental Information Regulations - 2 hrs officer time	188.00 (n)	200.00 (n)	6.4%	

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>9. Burial Grounds</b>				<b>£36,070</b>
For the purpose of the Cemetery Fees, a 'Resident' is defined as a person who at the time of death was a resident of the Fenland District OR a former resident who left the Fenland District within two years prior to the date of death to live in a residential nursing or care home. The fee for the interment and purchase of the Exclusive Right of Burial will at all times be based upon the residency of the deceased.				
<b>a. Interment Fee for Residents (Including Memorial Safety Inspection Fee)</b>				
<b>Monday to Friday (excluding Bank Holiday)</b>				
(i) a still-born or child up to 12 years (Childrens Section)	0.00 (n)	0.00 (n)		
(ii) any person (Lawn Area)	1,100.00 (n)	1,250.00 (n)	13.6%	
(iii) any person (Traditional Area)	1,240.00 (n)	1,390.00 (n)	12.1%	
(iv) for the interment of single casket of cremated remains	315.00 (n)	380.00 (n)	20.6%	
(v) for the interment of additional cremated remains at the same time as (iii) to (v) above	65.00 (n)	75.00 (n)	15.4%	
<b>b. Interment Fee for Non-Resident</b>				
100% added to fees set out in a.				
<b>c. Exclusive Rights of Burial in an Earthen Grave for Residents</b>				
6 ft. x 3 ft. Childrens Plot	105.00 (n)	115.00 (n)	9.5%	
9 ft. x 4 ft. Adult Plot (Lawn Area)	900.00 (n)	990.00 (n)	10.0%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	1,160.00 (n)	1,280.00 (n)	10.3%	
Cremated remains, size 2ft x 2ft	235.00 (n)	395.00 (n)	68.1%	
Note 1(a) : If ground conditions allow; two standard coffins may be placed in a single grave space Note 1(b) : If ground conditions do not allow two standard coffins to be placed in a single grave space then a second grave space will be required at the above rate Note 2 : American style caskets require one grave space per casket				
<b>d. Exclusive Rights of Burial in an Earthen Grave for Non Residents</b>				
100% added to fees set out in c.				
<b>e. Premium Plots - Exclusive Rights of Burial in an Earthen Grave for Residents</b>				
100% added to fees set out in c.				
<b>f. Premium Plots - Exclusive Rights of Burial in an Earthen Grave for Non-Residents</b>				
100% added to fees set out in e.				
<b>g. Transfer of Ownership of Exclusive Rights</b>				
Transfer of Ownership (Interment of ER Holder)	44.00 (n)	50.00 (n)	13.6%	
Transfer of Ownership	85.00 (n)	95.00 (n)	11.8%	
<b>h. Choosing Plot for Exclusive Rights of Burial</b>				
Visiting cemetery with cemetery staff to choose plot	75.00	85.00	13.3%	
<b>i. Exhumation of Coffin - minimum charge</b>	POA	POA		
<b>j. Exhumation of Cremated remains - minimum charge</b>	POA	POA		
<b>k. Monuments, Gravestones, Tablets and Monumental Inscription</b>				
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	105.00 (n)	115.00 (n)	9.5%	
Single Memorial headstone not exceeding 3 ft. in height - Child Section	165.00 (n)	180.00 (n)	9.1%	
Single Memorial headstone not exceeding 3 ft. in height on single plinth - Adult Lawn Section	235.00 (n)	260.00 (n)	10.6%	
Single Memorial headstone not exceeding 3 ft. in height on double plinth - Adult Lawn Section	355.00 (n)	390.00 (n)	9.9%	
Double Memorial headstone not exceeding 3 ft. in height on double plinth - Adult Lawn Section	425.00 (n)	465.00 (n)	9.4%	
Kerb Set &/or Flatstone Child Plot 6 ft x 3 ft (Traditional Area)	165.00 (n)	165.00 (n)	0.0%	
Kerb Set &/or Flatstone Adults Plot (Single Traditional Area)	390.00 (n)	430.00 (n)	10.3%	
Kerb Set &/or Flatstone Adult Plot (Double Traditional Area)	740.00 (n)	800.00 (n)	8.1%	
Single Vase - Not exceeding 10" in diameter and 8" in height	90.00 (n)	100.00 (n)	11.1%	
Single Tablet - 18" x 18" with or without Vase on any single grave or cremation plot	235.00 (n)	275.00 (n)	17.0%	
Double Tablet - 42" x 18" with or without Vase on any double grave or cremation plot	350.00 (n)	350.00 (n)	0.0%	
<b>Note</b> A vase without any inscription requires no exclusive rights				
<b>l. Burial Information</b>				
Interment information & historical records - up to 5 names/graves	32.00 (n)	60.00 (n)	87.5%	
Interment information & historical records (accompanied) - up to 2 hrs	70.00 (n)	90.00 (n)	28.6%	
<b>m. Cemetery Keys</b>				
Provision of cemetery gate keys	20.00 (n)	20.00 (n)	0.0%	
Refunds for cemetery gate keys will be provided on production <u>and</u> original receipt.				
<b>n. Short Notice Fee</b> Internment arrangements required with less than 2 working days	95.00 (n)	115.00 (n)	21.1%	

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>10. Commercial and Chargeable Household Waste (Standard Prices Per Collection)*</b>				<b>£12,890</b>
<b>a. General Waste (Commercial)</b>				
Sacks - per sack or equivalent for 25 to 99 sacks (min 25)	2.45 (n)	2.50 (n)	2.0%	
per sack or equivalent for 100 or more sacks in a single transaction	2.30 (n)	2.35 (n)	2.2%	
Wheeled Bins - 240 litre 20kgs maximum contents weight**	8.00 (n)	8.25 (n)	3.1%	
360 litre 30kgs maximum contents weight**	8.70 (n)	9.00 (n)	3.4%	
660 litre 55kgs maximum contents weight**	12.50 (n)	12.90 (n)	3.2%	
1,100 litre 90kgs maximum contents weight**	17.30 (n)	17.80 (n)	2.9%	
<b>b. Mixed Dry Recycling (Commercial)</b>				
Sacks - (Purple) per sack or equivalent for 25 to 99 sacks (min 25)	1.90 (n)	1.95 (n)	2.6%	
per sack or equivalent for 100 or more sacks in a single transaction	1.80 (n)	1.85 (n)	2.8%	
Wheeled Bins - 240 litre	4.05 (n)	4.20 (n)	3.7%	
360 litre	5.00 (n)	5.15 (n)	3.0%	
660 litre	6.75 (n)	6.95 (n)	3.0%	
1,100 litre	8.95 (n)	9.20 (n)	2.8%	
Note: only 240 litre and 660 litre used for glass bottles				
<b>c. General Waste from Charity Shops and Schools***</b>				
Tags - (Green) per tag or equivalent (min 100 including equivalent number of black sacks)	1.65 (n)	1.70 (n)	3.0%	
Wheeled Bins 240 litre 20kgs maximum contents weight**	5.45 (n)	5.60 (n)	2.8%	
360 litre 30kgs maximum contents weight**	5.80 (n)	6.00 (n)	3.4%	
660 litre 55kgs maximum contents weight**	8.25 (n)	8.50 (n)	3.0%	
1,100 litre 90kgs maximum contents weight**	11.30 (n)	11.65 (n)	3.1%	
<b>d. Mixed Dry Recycling from Charity Shops and Schools***</b>				
Wheeled Bins 660 or 1100 litre (customer choice)	5.50 (n)	5.65 (n)	2.7%	
<b>e. General Waste (Excess Weight/Side Waste Charge) per part or whole 5kg over 'maximum contents weight'</b>	1.20 (n)	1.25 (n)	4.2%	
<b>f. Clinical Waste from domestic households****</b>				
Sacks/Sharps Boxes - per collection visit charge (note : collection service only, sacks and/or sharps boxes are not provided)	12.00 (n)	12.00 (n)	0.0%	
<b>g. Chargeable Garden Waste Service</b>				
Wheeled Bin***** - 240 litre Annual Subscription Fee if paid by Annual Direct Debit in advance	39.00 (n)	44.00 (n)	12.8%	
Wheeled Bin***** - 240 litre Annual Subscription Fee if paid by Card or Cash	47.00 (n)	55.00 (n)	17.0%	
<b>h. Supplies</b>				
Paper wheeled bin liners (3)	2.00	2.00	0.0%	
Clear or Black Sacks - box of 200	24.00 (n)	24.00 (n)	0.0%	
Sacks (includes delivery) - Clear Food (150 per pack)	20.00 (n)	20.00 (n)	0.0%	
<b>i. Commercial Food Waste Collections</b>				
Two Wheeled Bins - Each 120-240 litres collected	7.00 (n)	7.00 (n)	0.0%	
<b>j. Food Waste from Charity Shops and Schools***</b>				
Two Wheeled Bins - Each 120-240 litres collected	5.00 (n)	5.15 (n)	3.0%	
<b>k. Monthly rental of wheeled bins (applies only to low frequency collections; &lt; 1/wk)</b>	5.00 (n)	5.00 (n)	0.0%	
* Introductory offers, multiple service and low weight reductions may be applied by Head of Service				
** Bins exceeding this weight will be charged additional weight charge as per (e.)				
*** 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				
***** Includes sack service where provided due to collection restrictions				
<b>11. Bulky Household Waste</b>				<b>£6,240</b>
Transportation of up to a maximum of 5 items per visit including fridges (minimum charge)	32.50 (n)	35.00 (n)	7.7%	
(i) Each household item above 5 items including fridges	6.50 (n)	7.00 (n)	7.7%	
Corporate Director has discretion to waive charge in cases of severe hardship				
<b>12. Domestic Bin Provision</b>				<b>£2,020</b>
<b>Provision of New and Replacement 240Ltr Bins</b> Green, Brown or Blue				
a. Supply of one unit 240 litre	33.00 (n)	35.00 (n)	6.1%	
b. Supply 2 x 240lt wheeled bins on same delivery	55.00 (n)	58.00 (n)	5.5%	
c. Supply 3 x 240lt wheeled bins on same delivery (including to individual new or renovated property)	77.00 (n)	80.00 (n)	3.9%	
d. Supply 1 x 600lt or 1100lt domestic wheeled bin to new multiple occupancy property	232.00 (n)	240.00 (n)	3.4%	
<b>13. Graffiti Removal Service</b>				
<b>Domestic Premises and Charities</b>				
a. Graffiti treatment or removal first occasion per annum (cost of materials)	15.00	17.50	16.7%	
b. Graffiti treatment or removal subsequent occasions (cost of materials & labour)	60.00	65.00	8.3%	
<b>Commercial Premises</b>				
c. Graffiti treatment or removal (per hour)	60.00	65.00	8.3%	
<b>14. Public Conveniences</b>				
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%	

Communities, Environment, Leisure & Planning

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>15. Markets</b>				<b>£2,130</b>
<b>Licensees - Full Charge</b>				
a. <b>March</b> (per 3m x 3m space)	13.00 (e)	13.80 (e)	6.2%	
b. <b>Chatteris</b> (per 3m x 3m space)	13.00 (e)	13.80 (e)	6.2%	
c. <b>Whittlesey</b> (per 3m x 3m space)	10.00 (e)	10.60 (e)	6.0%	
Discount given for bankers order payments	6.50%	6.50%		
<b>Casual Traders</b>				
<b>Additional seasonal premium will be added to all casual fees</b> <b>( Seasonal Premium 1 Sept to 31 December )</b>	1.10 (e)	1.15 (e)	4.5%	
a. <b>March</b> (per 3m x 3m space)	17.50 (e)	18.70 (e)	6.9%	
b. <b>Chatteris</b> (per 3m x 3m space)	17.50 (e)	18.70 (e)	6.9%	
c. <b>Whittlesey</b> (per 3m x 3m space)	14.50 (e)	15.50 (e)	6.9%	
<b>Markets - Non Market Days</b>				
<b>Trading on Chatteris Market Place on Non - Market Days (Tuesdays only)</b>				
- Licensees (per 3m x 3m space)	10.20 (e)	10.85 (e)	6.4%	
- Casual (per 3m x 3m space)	14.50 (e)	15.50 (e)	6.9%	
<b>Note:- For all markets extra space is sold pro-rata to the above charges</b>				
<b>Charity Stall at March on Saturdays</b> (no stall provided on other days or markets)	free	free		
<b>16. Fairs</b>				<b>£1,230</b>
a. <b>Chatteris</b> - Summer	620 (e)	660 (e)	6.5%	
b. <b>March</b> - Statute	2,750 (e)	2,930 (e)	6.5%	
- Spring	1,350 (e)	1,440 (e)	6.7%	
c. <b>Whittlesey</b> - Summer	430 (e)	460 (e)	7.0%	
- Autumn	430 (e)	460 (e)	7.0%	
- Spring	430 (e)	460 (e)	7.0%	
d. <b>Wisbech</b> - Statute	3,950 (e)	4,210 (e)	6.6%	
- Mart	8,450 (e)	9,020 (e)	6.7%	
<b>17. "Four Seasons Events"</b>				
<b>Charges for the events in Wisbech, Whittlesey, Chatteris &amp; March are to be agreed in consultation with the partners</b>				
<b>18. Hire Permits FDC Licenced Premises</b>				
a. Events for each full single day, with up to 499 people attending at any one time, with or without a licensable activity.	weekdays & saturdays sundays & bank holidays	83.00 138.00	88.00 147.00	6.0% 6.5%
b. Events for each full single day, with 500 & 4,999 people attending at any one time, with or without a licensable activity.	weekdays & saturdays sundays & bank holidays	235.00 285.00	250.00 304.00	6.4% 6.7%
c. Events for each full single day, with over 5,000 people attending at any one time, with or without a licensable activity.	weekdays & saturdays sundays & bank holidays	on application on application	on application on application	
d. Any Commercial Events		on application	on application	

Communities, Environment, Leisure & Planning

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>19. Travellers Sites</b> - in consultation with Cambs CC	<b>52 wks</b>	<b>53 wks</b>		<b>£19,660</b>
a. Newbridge Lane, Wisbech - per pitch per week	90.85 (e)	96.95 (e)	6.7%	
b. Turf Fen, Murrow - per pitch per week	90.85 (e)	96.95 (e)	6.7%	
c. Seadyke Bank, Murrow - per pitch per week	90.85 (e)	96.95 (e)	6.7%	
d. Fenland Way, Chatteris - per pitch per week	90.85 (e)	96.95 (e)	6.7%	
e. Sandbank, Wisbech St Mary - per pitch per week	90.85 (e)	96.95 (e)	6.7%	
2023/24 Breakdown : Rent £81.70; Water £9.15 (direct recharge) per week				
2024/25 Breakdown : Rent £87.20; Water £9.75 (direct recharge) per week				
<b>20. Homeless Persons</b>	<b>52 wks</b>	<b>53 wks</b>		<b>£28,000</b>
<b>Creek Road, Hostel</b>				
Unit One & Two Daily Rent	8.91 (n)	9.51 (n)	6.7%	
Unit One & Two Daily Service Charge	0.95 (n)	1.01 (n)	6.3%	
Unit Three, Four, Five & Six Daily Rent	7.63 (n)	8.14 (n)	6.7%	
Unit Three, Four, Five & Six Daily Service Charge	0.78 (n)	0.83 (n)	6.4%	
Unit Seven Daily Rent	16.56 (n)	17.67 (n)	6.7%	
Unit Seven Daily Service Charge	2.44 (n)	2.60 (n)	6.6%	
<b>Temporary Accommodation</b>				
44 Russell Avenue March	221.62 (n)	230.14 (n)	3.8%	
<b>Leased from Clarion</b>				
77 West Street, Chatteris	121.45 (n)	121.45 (n)	0.0%	
58 Burcroft Road, Wisbech	116.90 (n)	116.90 (n)	0.0%	
32 Magazine Close, Wisbech	127.80 (n)	127.80 (n)	0.0%	
2 Hawthorne Avenue, Wisbech	123.95 (n)	123.95 (n)	0.0%	
15 Victoria Place, Wisbech	105.40 (n)	105.40 (n)	0.0%	
3 West Street, Wisbech	113.80 (n)	113.80 (n)	0.0%	
19 Duke Street, Wisbech	105.40 (n)	105.40 (n)	0.0%	
26 Burnsfield Estate, Chatteris	123.95 (n)	123.95 (n)	0.0%	
51 Peyton Avenue, March	123.95 (n)	123.95 (n)	0.0%	
130 Badgeney Road, March	103.84 (n)	103.84 (n)	0.0%	
165 Badgeney Road, March	123.58 (n)	123.58 (n)	0.0%	
8 Doddington Road, Benwick	123.58 (n)	123.58 (n)	0.0%	
12 Chapel Gardens, Benwick	103.84 (n)	103.84 (n)	0.0%	
24 Acacia Avenue, Wisbech	103.84 (n)	103.84 (n)	0.0%	
6 Albert Court, Wisbech	103.84 (n)	103.84 (n)	0.0%	
<b>LAHF Properties</b>				
2 Bed Property (Peterborough area)	136.93 (n)	155.34 (n)	13.4%	
3 Bed Property (Peterborough area)	159.95 (n)	182.96 (n)	14.4%	
4 + Bed Property (Peterborough area)	207.12 (n)	230.14 (n)	11.1%	
3 Bed Property (Wisbech area)	155.34 (n)	169.15 (n)	8.9%	
	<b>+ Estate Charge Where Applicable</b>	<b>+ Estate Charge Where Applicable</b>		
<b>21. CCTV</b>				
<b>Viewing Footage - per hour</b> subject to a minimum charge of	59.80	63.80	6.7%	
External Harddrives - to be supplied to FDC	119.35	127.35	6.7%	
per CD	4.60	4.90	6.5%	
per DVD	10.65	11.35	6.6%	
per Video print	1.60	1.70	6.2%	
<b>22. Development Services</b>				
a. <b>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>				
b. <b>Planning Fees - these are currently statutory fees. Planning fees increased on 6th December 2023 35% increase for major applications and 25% increase for all other applications</b>		Contact the Planning Team for details.		
c. <b>Planning - Pre-application enquiry fees.</b>		Contact the Planning Team for details.		
d. <b>Planning - Administration Fee for return of invalid applications</b>				
Major applications		60.00	NEW	
Minor applications		25.00	NEW	
e. <b>Planning - Charge per schedule on a Section 106/Unilateral Agreement where FDC is the identified responsible body</b>		500.00	NEW	
f. <b>Process applications to Custom and Self Build Housing Register</b>	33.00	35.00	6.1%	
g. <b>Provision of Documents and Information</b>				
(i) Local Plan (Full)	46.35	49.45	6.7%	
Local Plan (Interim Statement)	15.50	16.50	6.5%	
Town Extract	7.80	8.30	6.4%	
Village Extract	7.80	8.30	6.4%	
(ii) Copy of Planning Decision Notice (per A4 sheet)	0.40	0.45	12.5%	
(iii) Conservation Area Appraisals	15.50	16.50	6.5%	
(iv) Development Briefs	15.50	16.50	6.5%	
(v) Supplementary Planning Guidance, examples are Shop Fronts, Signs and Adverts	15.50	16.50	6.5%	
(vi) 6 x map extracts, planning/building regulation applications	15.50	16.50	6.5%	
(vii) Full Plan CD for Planning	39.40	42.00	6.6%	

Communities, Environment, Leisure & Planning

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>h. Other Documents and Plans (Copies and Fax)</b>				
(i) Search fee per 5 minutes				
A4	0.40	0.45	12.5%	
A3	0.40	0.45	12.5%	
(ii) Plan prints				
A0	1.40	1.50	7.1%	
A1	0.80	0.85	6.2%	
(iii) Plan negatives - per copy				
A0	38.50	41.00	6.5%	
A1	18.65	20.00	7.2%	
i. Invoicing Charge	11.75	12.50	6.4%	
j. Provision of Planning and Engineering Information				
<b>Decision notices &amp; completion certificate</b>				
(i) Building Regulations reference number provided	15.40	16.40	6.5%	
(ii) Building Regulations reference number NOT provided	69.50	74.20	6.8%	
<b>Letter of Comfort</b>	46.10	49.20	6.7%	
k. Completion of Questionnaires/Surveys for Commercial Bodies	46.40	49.50	6.7%	
l. 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	hourly rate x time	hourly rate x time		

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>23. Licensing</b>				
<b>a. Part 5 Gambling Act 2005</b>				
Small Society - Initial Registration	40.00 (n)	40.00 (n)	0.0%	
Small Society - Annual Renewal	20.00 (n)	20.00 (n)	0.0%	
<b>b. Gambling Act 2005 - Permits and Registrations</b>				
New Application				
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%	
Club Gambling Permit	200.00 (n)	200.00 (n)	0.0%	
Club Machine Permit	200.00 (n)	200.00 (n)	0.0%	
Prize Gaming Permit	300.00 (n)	300.00 (n)	0.0%	
Unlicensed Family Entertainment Centre	300.00 (n)	300.00 (n)	0.0%	
Annual Fee				
Gaming Machines initial fee for more than 2 machines	50.00 (n)	50.00 (n)	0.0%	
Club Gambling Permit	50.00 (n)	50.00 (n)	0.0%	
Club Machine Permit	50.00 (n)	50.00 (n)	0.0%	
Renewal Application				
Club Gambling Permit	200.00 (n)	200.00 (n)	0.0%	
Club Machine Permit	200.00 (n)	200.00 (n)	0.0%	
Prize Gaming Permit	300.00 (n)	300.00 (n)	0.0%	
Unlicensed Family Entertainment Centre	300.00 (n)	300.00 (n)	0.0%	
Transitional Application				
Gaming Machines initial fee for more than 2 machines	100.00 (n)	100.00 (n)	0.0%	
Club Gambling Permit	100.00 (n)	100.00 (n)	0.0%	
Club Machine Permit	100.00 (n)	100.00 (n)	0.0%	
Prize Gaming Permit	100.00 (n)	100.00 (n)	0.0%	
Unlicensed Family Entertainment Centre	100.00 (n)	100.00 (n)	0.0%	
Variation Application				
Gaming Machines initial fee for more than 2 machines	100.00 (n)	100.00 (n)	0.0%	
Club Gambling Permit	100.00 (n)	100.00 (n)	0.0%	
Club Machine Permit	100.00 (n)	100.00 (n)	0.0%	
Variation Application Transfer Application	25.00 (n)	25.00 (n)	0.0%	
Club Fast track for gaming or gaming machine				
Club Gambling Permit	100.00 (n)	100.00 (n)	0.0%	
Club Machine Permit	100.00 (n)	100.00 (n)	0.0%	
Change of Name				
Gaming Machines initial fee for more than 2 machines	25.00 (n)	25.00 (n)	0.0%	
Prize Gaming Permit	25.00 (n)	25.00 (n)	0.0%	
Unlicensed Family Entertainment Centre	25.00 (n)	25.00 (n)	0.0%	
Copy of Permit				
Gaming Machines initial fee for more than 2 machines	15.00 (n)	15.00 (n)	0.0%	
Club Gambling Permit	15.00 (n)	15.00 (n)	0.0%	
Club Machine Permit	15.00 (n)	15.00 (n)	0.0%	
Prize Gaming Permit	15.00 (n)	15.00 (n)	0.0%	
Unlicensed Family Entertainment Centre	15.00 (n)	15.00 (n)	0.0%	
<b>c. Gambling Act 2005</b>				
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	750.00 (n)	750.00 (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%	
Copy of Licence				
Bingo premises licence	25.00 (n)	25.00 (n)	0.0%	
Adult gaming centre premises licence	25.00 (n)	25.00 (n)	0.0%	
Betting premises (track) licence	25.00 (n)	25.00 (n)	0.0%	
Family entertainment centre premises licence	25.00 (n)	25.00 (n)	0.0%	
Betting premises (other) licence	25.00 (n)	25.00 (n)	0.0%	
Notification of Change				
Bingo premises licence	50.00 (n)	50.00 (n)	0.0%	
Adult gaming centre premises licence	50.00 (n)	50.00 (n)	0.0%	
Betting premises (track) licence	50.00 (n)	50.00 (n)	0.0%	
Family entertainment centre premises licence	50.00 (n)	50.00 (n)	0.0%	
Betting premises (other) licence	50.00 (n)	50.00 (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%	



Communities, Environment, Leisure & Planning

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
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%	
<b>d. Sex Establishments</b>				
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%	
<b>e. Scrap Metal Licence</b>				£300
Site Licence	384.60 (n)	411.00 (n)	6.9%	
Collectors Licence	119.40 (n)	128.00 (n)	7.2%	
Scrap Metal - variation of a site licence	23.30 (n)	25.00 (n)	7.3%	
Scrap Metal - to make changes to persons involved in a licence		80.00 (n)	NEW	
<b>f. Hypnotism Act Licence</b> Based on cost recovery of officer time	70.00 (n)	75.00 (n)	7.1%	
<b>24. Animal Licencing</b> Fees are set on a cost recovery basis.				£1,810
<b>a.</b> Application fee	67.00 (n)	80.00 (n)	19.4%	
<b>b.</b> Pre Application Advice (per Hour)	50.00 (n)	50.00 (n)	0.0%	
<b>c. Inspection Fee or Re-rating Inspection Fee</b>				
Hiring Out Horses	123.00 (n)	171.00 (n)	39.0%	
Animal Boarding Establishments				
Up to 10 Animals	74.00 (n)	98.00 (n)	32.4%	
11-30 Animals	99.00 (n)	122.00 (n)	23.2%	
31-60 Animals	123.00 (n)	146.00 (n)	18.7%	
61-99 Animals	149.00 (n)	171.00 (n)	14.8%	
100+ Animals	174.00 (n)	195.00 (n)	12.1%	
Dog Breeders	123.00 (n)	123.00 (n)	0.0%	
<b>d. Licence Fee 1 Year</b>	214.00 (n)	228.00 (n)	6.5%	
Licence Fee 2 Years	214.00 (n)	243.00 (n)	13.6%	
Licence Fee 3 Years	214.00 (n)	259.00 (n)	21.0%	
<b>e. Selling Animals as Pets</b>				
Application fee	67.00 (n)	80.00 (n)	19.4%	
Inspection Fee or Rerating Inspection Fee	123.00 (n)	123.00 (n)	0.0%	
Licence Fee 1,2 or 3 years (for selling of animals as pets only)	214.00 (n)	228.00 (n)	6.5%	
<b>f. Exhibiting Animals Application</b>	74.00 (n)	74.00 (n)	0.0%	
Exhibiting Animals Licence Fee 3 Years	214.00 (n)	259.00 (n)	21.0%	
<b>g. Dangerous Wild Animals Act</b>	£164 + vet fees (n)	£195 + vet fees (n)	18.9%	
<b>h. Zoos - New Application (plus additional charge for DEFRA/Nominated Inspectors)</b>	0.00 (n)	390.00 (n)	NEW	
Zoos - Renewal Application (plus additional charge for DEFRA/Nominated Inspectors)	0.00 (n)	390.00 (n)	NEW	
Zoos- Special Inspection (plus additional charge for DEFRA/Nominated Inspectors)	0.00 (n)	293.00 (n)	NEW	
Zoos - Periodic Inspection (plus additional charge for DEFRA/Nominated Inspectors)	0.00 (n)	390.00 (n)	NEW	
<b>i. Copy of Licence (including change of details not requiring an inspection)</b>	12.00 (n)	13.00 (n)	8.3%	
<b>Note.</b> Where there is more than one licensable activity carried out at the Premises/Establishment then only one Application Fee shall apply for all the licensable activities and the full Inspection Fee and Licence Fee shall apply for each activity.  Upon submission of your application please include the Application fee and Inspection fee, the Licence fee will be payable after the officer has been and inspected your premises				

## Communities, Environment, Leisure &amp; Planning

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>25. Hackney Carriage/Private Hire Licences</b>				<b>£1,970</b>
<b>Drivers Licence</b>				
a. Hackney Carriage Licence (new)	123.00 (n)	123.00 (n)	0.0%	
b. Hackney Carriage 3 year Licence (new)	253.00 (n)	253.00 (n)	0.0%	
c. Hackney Carriage Licence (renewal)	97.00 (n)	97.00 (n)	0.0%	
d. Hackney Carriage 3 year Licence (renewal)	227.00 (n)	227.00 (n)	0.0%	
e. Private Hire Licence (new)	123.00 (n)	123.00 (n)	0.0%	
f. Private Hire 3 year Licence (new)	253.00 (n)	253.00 (n)	0.0%	
g. Private Hire Licence (renewal)	97.00 (n)	97.00 (n)	0.0%	
h. Private Hire 3 year Licence (renewal)	227.00 (n)	227.00 (n)	0.0%	
i. Safeguarding/Disability Awareness Training	80.00 (n)	80.00 (n)	0.0%	
j. Driver knowledge tests	61.00 (n)	65.00 (n)	6.6%	
<b>Vehicle Licence</b>				
a. Hackney Carriage Licence (new & renewals)	159.00 (n)	170.00 (n)	6.9%	
b. Private Hire Licence (new & renewals)	141.00 (n)	150.00 (n)	6.4%	
c. Private Hire Licence Special Event	141.00 (n)	150.00 (n)	6.4%	
d. transfer of plate to another vehicle	47.00 (n)	50.00 (n)	6.4%	
<b>Private Hire Operators</b>				
a. Initial issue / renewal ( up to 3 cars )	92.00 (n)	98.00 (n)	6.5%	
b. 5 year Initial issue / renewal ( up to 3 cars )	271.00 (n)	289.00 (n)	6.6%	
c. Initial issue / annual renewal ( up to 10 cars )	165.00 (n)	176.00 (n)	6.7%	
d. 5 year Initial issue / annual renewal ( up to 10 cars )	432.00 (n)	461.00 (n)	6.7%	
e. Initial issue / annual renewal ( up to 20 cars )	234.00 (n)	250.00 (n)	6.8%	
f. 5 year Initial issue / annual renewal ( up to 20 cars )	588.00 (n)	627.00 (n)	6.6%	
g. Initial issue / annual renewal ( 20 + cars )	318.00 (n)	339.00 (n)	6.6%	
h. 5 year Initial issue / annual renewal ( 20 + cars )	760.00 (n)	811.00 (n)	6.7%	
<b>Others</b>				
a. new / broken / lost vehicle plate	47.00 (n)	50.00 (n)	6.4%	
b. damaged/lost driver's I.D. card	35.00 (n)	37.00 (n)	5.7%	
c. Notification of changes (i.e. address etc.)	11.20 (n)	12.00 (n)	7.1%	

Communities, Environment, Leisure & Planning

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>26. Licensing Act 2003</b>				
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%	
t. Pre Application Advice - Check and submit service (Approx 1 hour officer time)	43.00 (n)	43.00 (n)	0.0%	
u. Pre Application Advice - Consultation with RA's and submit	150.00 (n)	150.00 (n)	0.0%	
<b>27. Street Trading</b>				
New Application fee: £50 non-refundable initial consultation fee (not required if location has been previously consented);	50.00 (n)	50.00 (n)	0.0%	
Daily Street Trading Consent, all week days, including bank holidays: £12.00 per day (06:00hrs - 22:00hrs);	12.00 (n)	12.00 (n)	0.0%	
Annual Street Trading Consent, all days of the year, including all bank holidays: £542.50 per year	542.50 (n)	542.50 (n)	0.0%	
*£50.72 Monthly rate per pitch (Standing Order x 10 payments - Monthly charges include a 6.5% discount if paid by Standing Order FOR THE WHOLE YEAR (payable over 10 months 1 April - 1 January). If a licence is cancelled before the full year is completed, the discount will be cancelled and full fees will be payable for the period of the licence. There is no discount given for any cash or cheque payments made.				
<b>28. Private Sector Housing Charges</b>				
a. Houses in Multiple Occupation (HMO*) New Application Fee - Per Property	750.00 (n)	750.00 (n)	0.0%	£5,000
b. Houses in Multiple Occupation (HMO*) Renewal Licence - Per Property	660.00 (n)	660.00 (n)	NEW	
c. Charge for Service of Housing Act 2004 Notices - Per Notice	260.00 (n)	260.00 (n)	0.0%	
d. House Compliance Inspection (available on request) - Per Hour	65.00	65.00	0.0%	
e. Immigration House Inspection - Per Hour	78.00	78.00	0.0%	
* HMO is a property which is occupied by five or more persons, forming two or more households, who share one basic amenity (as defined by s.254 of the Housing Act 2004)				

Description of Charge	2023/24 Charge £	Proposed 2024/25 Charge £	% Increase	Estimated Additional Income £
<b>1. Land Charges</b>				
a. LLC1 Only	HM Land Registry	HM Land Registry	N/A	£5,000 b - k
b. CON29R Residential	147.00	153.20 *	4.2%	
Of which: FDC element	93.00	99.20	6.7%	
CCC element	54.00	54.00 *	0.0%	
c. CON29R Commercial	243.00	255.70 *	5.2%	
Of which: FDC element	189.00	201.70	6.7%	
CCC element	54.00	54.00 *	0.0%	
d. CON29O Enquiries (16, 21)	12.60	12.60 *	0.0%	
Of which: CCC element	12.60	12.60 *	0.0%	
e. CON29O Enquiries (22)	25.20	25.20 *	0.0%	
Of which: CCC element	25.20	25.20 *	0.0%	
f. CON29O Enquiries - additional	14.40	15.40	6.9%	
g. Highways Additional Questions	18.00	19.20	6.7%	
h. Solicitors Own Questions	18.00	19.20	6.7%	
i. Extra Parcel of Land -each	18.00	19.20	6.7%	
j. Property History Search (Extra)	30.00	32.00	6.7%	
k. CON29 information not on Public Registers can now be requested. More information is available from the Local Land Charges Team				
* Fees as per Cambridgeshire County Council approved charges. These fees will be amended once notified of CCC charges.				
<b>2. Electoral Registration</b>				
a. Sales of the full electoral register				
(i) Data format - basic charge	20.00 (n)	20.00 (n)	0.0%	
Data format - plus amount /1,000 entries	1.50 (n)	1.50 (n)	0.0%	
(ii) Printed format - basic charge	10.00 (n)	10.00 (n)	0.0%	
Printed format - plus amount /1,000 entries	5.00 (n)	5.00 (n)	0.0%	
b. Sales of the edited electoral register				
(i) Data format - basic charge	20.00 (n)	20.00 (n)	0.0%	
Data format - plus amount /1,000 entries	1.50 (n)	1.50 (n)	0.0%	
(ii) Printed format - basic charge	10.00 (n)	10.00 (n)	0.0%	
Printed format - plus amount /1,000 entries	5.00 (n)	5.00 (n)	0.0%	
c. Sales of the overseas electoral register				
(i) Data format - basic charge	20.00 (n)	20.00 (n)	0.0%	
Data format - plus amount /1,000 entries	1.50 (n)	1.50 (n)	0.0%	
(ii) Printed format - basic charge	10.00 (n)	10.00 (n)	0.0%	
Printed format - plus amount /1,000 entries	5.00 (n)	5.00 (n)	0.0%	
d. Monthly notices of alterations of register				
(i) Data format - basic charge	20.00 (n)	20.00 (n)	0.0%	
Data format - plus amount /1,000 entries	1.50 (n)	1.50 (n)	0.0%	
(ii) Printed format - basic charge	10.00 (n)	10.00 (n)	0.0%	
Printed format - plus amount /1,000 entries	5.00 (n)	5.00 (n)	0.0%	
e. Copying of candidates' expenses documents - per page	0.20 (n)	0.20 (n)	0.0%	
<b>3. Democratic Services</b>				
a. Council Summons/Planning Agendas/Cabinet Agendas	12.00	13.00	8.3%	
<b>4. Fenland Hall, March</b>				
a. Room Hire - per morning or afternoon session				
(i) Council Chamber	97.20 (e)	103.70 (e)	6.7%	
(ii) Other Rooms	42.80 (e)	45.70 (e)	6.8%	
(iii) Supplement for use - after 6.30pm	42.80 (e)	45.70 (e)	6.8%	
- on Saturdays and Sundays	97.20 (e)	103.70 (e)	6.7%	
- tea/coffee (minimum charge)	14.00	15.00	7.1%	
- tea/coffee (per head)	2.70	2.90	7.4%	
(iv) Hourly Rate for Meeting Room Hire	11.60	12.40	6.9%	
In respect of Parish Councils, Association of Local Councils, and approved charities, free of charge, but supplementary charges apply as appropriate				