


Agenda Item No:	5	
Committee:	Cabinet	
Date:	17 January 2019	
Report Title:	Fees and Charges 2019/20	

## Cover sheet:

### 1 Purpose / Summary

- To consider the comments and recommendations of the Overview and Scrutiny Panel on the proposed Fees and Charges for 2019/20 and;
- To approve the Fees and Charges for 2019/20


### 2 Key issues

- The Panel is meeting on the 14 January 2019 to review the Council's Fees and Charges for 2019/20, in line with the Budget Strategy agreed by Cabinet on 13 December 2018.
- The report detailing the proposals to be considered by the Overview and Scrutiny Panel is attached.
- The fees and charges for 2019/20 to be considered by the Overview and Scrutiny Panel are at Appendix A of the attached report.
- Members will be updated at the meeting with the recommendations of the Overview and Scrutiny Panel.

### 3 Recommendations

- Members consider the recommendations of the Overview and Scrutiny Panel and approve the Fees and Charges for 2019/20.

<b>Wards Affected</b>	All
<b>Forward Plan Reference</b>	
<b>Portfolio Holder(s)</b>	Cllr Chris Seaton, Leader Cllr Anne Hay, Portfolio Holder, Finance
<b>Report Originator(s)</b>	Kamal Mehta, Interim Corporate Director and Chief Finance Officer (S.151 Officer) Mark Saunders, Chief Accountant
<b>Contact Officer(s)</b>	Kamal Mehta, Interim Corporate Director and Chief Finance Officer (S.151 Officer) Mark Saunders, Chief Accountant
<b>Background Paper(s)</b>	Draft Medium Term Financial Strategy and General Fund Budget 2019/20.

Agenda Item No:	6	
Committee:	Overview & Scrutiny Panel	
Date:	14 January 2019	
Report Title:	Review of Fees and Charges 2019/20	

## Cover sheet:

### 4 Purpose / Summary

To review the Council's Fees and Charges for 2019/20 in line with the Budget Strategy agreed by Cabinet on 13 December 2018.

### 5 Key issues

- At a separate agenda item, the draft Budget report for 2019/20 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 2019/20.
- 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 2.3% (November 2018), steadily reducing over the last twelve months from a rate of 3.1% (November 2017). Inflation is forecast to remain at these levels in the short-term with a steady reduction over the next year 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 2019/20.
- The inflation the Council experiences in some of its services may however be higher than CPI where contracts specify the Retail Prices Index (RPI) or is related to fuel and wage inflation. The increase in costs in these services may be higher than that being proposed for fees and charges.
- The proposed fees and charges for 2019/20 are attached at Appendix A.
- The proposals would, at current usage levels, generate further income from fees and charges of an estimated £38,330. This amount is in line with the assumptions and income levels included in the draft budget report.
- 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 2019/20 budget.

### 6 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 2019/20

<b>Wards Affected</b>	All
<b>Forward Plan Reference</b>	
<b>Portfolio Holder(s)</b>	Cllr Chris Seaton, Leader Cllr Anne Hay, Portfolio Holder, Finance
<b>Report Originator(s)</b>	Kamal Mehta, Interim Corporate Director and Chief Finance Officer (S.151 Officer) Mark Saunders, Chief Accountant
<b>Contact Officer(s)</b>	Kamal Mehta, Interim Corporate Director and Chief Finance Officer (S.151 Officer) Mark Saunders, Chief Accountant
<b>Background Paper(s)</b>	Draft Medium Term Financial Strategy and General Fund Budget 2019/20.

## Report:

### **1 INTRODUCTION**

- 1.1 The Draft Medium Term Financial Strategy and General Fund Budget 2019/20 agreed by Cabinet on 13 December 2018 highlighted the impact on the Council 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 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 impact on residents and businesses;
  - (ii) CPI Inflation currently stands at 2.3% (November 2018), although is forecast to reduce slightly over the next twelve months;
  - (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 inflation the Council experiences in some of its services may however be higher than CPI where contracts specify the Retail Prices Index (RPI) or is related to fuel and wage inflation. The increase in costs in these services may be higher than that being proposed for fees and charges.
- 1.4 Although the Draft Budget report did not specifically identify a proposed increase in fees and charges, certain assumptions had to be made in order to produce the draft budget for 2019/20. The proposals detailed in this report will, overall, meet the income levels included in the December Draft 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 2019/20, 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 and The Boathouse, which are shown excluding VAT.
- 2.3 Some of the 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
  - Planning Fees

There is no discretion in the setting of these fees and there are no further increases planned for 2019/20.

- 2.4 Planning Fees are set by government and after 5 years of no increase, these were increased by 20% with effect from 17 January 2018. No further increases in these fees are planned for 2019/20.

- 2.5 Taking into account the principles detailed in 1.2 above, all Service Teams have assessed their charges for 2019/20 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 2019/20. 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’.
- These costs will be recovered from the charges levied on ships visiting Wisbech and Sutton Bridge using the Harbour Authority/Pilotage service. It is proposed that these charges be increased by inflation.
- 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 2.4%.
- 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 2019/20.
- Following a detailed benchmarking review and restructure of the Yacht Harbour fees and charges two years ago, 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. 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.

#### **3.3 At the Overview & Scrutiny Panel meeting on 10 December 2018, Members agreed to include the Port and Economic Estates (Light Industrial Units and Business Centres) services in their review of the Council’s Economic Development Service.**

## **4 COMMUNITY, ENVIRONMENT & LEISURE SERVICES**

4.1 Generally, only minor changes to environment charges are being proposed for 2019/20 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 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.
- 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.

### **4.3 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 two years. As the charges for 2019/20 have already been set (to remain at current levels), the estimated financial impact of the scheme has been included in the draft budget 2019/20.

### **4.4 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 new management contractor.

### **4.5 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 20p 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.

### **4.6 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 and are also at the upper limit of housing benefit thresholds.

#### **4.7 Licensing**

- Licensing Fees issued under the Licensing Act 2003 and Gambling Act 2005 are set by government and no increases are proposed for 2019/20.
- To meet the requirements of The Licensing of Animals (Prescribed Description) Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018, a revised set of fees was implemented with effect from October 2018. No further increases are proposed for 2019/20.
- Hackney Carriage/Private Hire Licences charges are currently set at a level to recover the estimated cost of the service. Consequently, no further increases are proposed for 2019/20.

### **5 POLICY, GOVERNANCE & PLANNING SERVICES**

#### **5.1 Planning Fees**

- These fees are set by government. Following five years of no increases these fees were increased by 20% with effect from 17 January 2018. No further increases in these fees are planned for 2019/20.
- At the same time as the planning fee increase, pre-application planning advice charges were also increased by 20%. No further increases in these fees are planned for 2019/20.
- 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 2019/20.

### **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 £38,330. This amount is in line with the assumptions and income levels included in the draft budget report. Any reduction in the level of increases proposed will increase the pressure on the 2019/20 budget.
- 6.2 The total estimated fees and charges which will be included in the final budget report for 2019/20, takes into account the agreed level of fees together with estimated usage/activity levels.



**Growth & Infrastructure**

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<b>PORT OF WISBECH AUTHORITY (NENE PORTS) FEES &amp; CHARGES</b>				
<b>1. <u>Harbour and Light Dues</u></b>				<b>£4,800</b>
a. To Wisbech - per G.T.	0.488 (z)	0.500 (z)	2.5%	
b. To Sutton Bridge - per G.T.	0.408 (z)	0.418 (z)	2.5%	
<b>Oil Spill Prevention Charge</b> - per ship per visit	18.55	19.00	2.4%	
<b>2. <u>Conservancy Dues</u></b>				<b>£4,000</b>
a. To Wisbech - per G.T.	0.365 (z)	0.374 (z)	2.5%	
b. To Sutton Bridge - per G.T.	0.365 (z)	0.374 (z)	2.5%	
<b>3. <u>Wharfage Dues (Wisbech Only)</u></b>				<b>£2,000</b>
(i) Steel & Iron products - per tonne	0.511 (z)	0.523 (z)	2.3%	
(ii) Timber (Deals, battens, boards etc) - per cu.m.	0.522 (z)	0.534 (z)	2.3%	
(iii) Timber (Plywood, hardboard etc) - per cu.m.	0.661 (z)	0.677 (z)	2.4%	
(iv) Grain, Animal Feeds - per tonne	0.483 (z)	0.495 (z)	2.5%	
(v) Fertilisers, Sand, Salt - per tonne	0.590 (z)	0.604 (z)	2.4%	
(vi) Aggregates - per tonne	0.590 (z)	0.604 (z)	2.4%	
(vii) Bricks, Scrap Metal - per tonne	0.511 (z)	0.523 (z)	2.3%	
Others by arrangement				
(viii) ISPS Charge - per ship per visit	33.43 (z)	34.23 (z)	2.4%	
<b>4. <u>Pilotage and Boarding &amp; Landing Dues</u></b>				<b>£7,730</b>
<b>a For a vessel to Wisbech</b> - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	729.48 (z)	746.98 (z)	2.4%	
(ii) exceeding 1000	0.731 (z)	0.748 (z)	2.3%	
<b>b For a vessel to Sutton Bridge</b> - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	684.57 (z)	701.00 (z)	2.4%	
(ii) exceeding 1000	0.685 (z)	0.701 (z)	2.3%	
<b><u>Additional Charges</u></b> (excluding any charges imposed by terminal operators or agents in respect of attendance at ships by boatmen / ropemen or other personnel)				<b>£1,800</b>

**Growth & Infrastructure**

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<p><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.</p>	<p align="right"><b>69.50</b> (z) <b>1,042.15</b> (z)</p>	<p align="right"><b>71.15</b> (z) <b>1,067.15</b> (z)</p>	<p align="center"><b>2.4%</b> <b>2.4%</b></p>	
<p><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%.</p>				
<p><b>e Harbour Services</b> Vessel movements in harbour area including mooring and unmooring and moving berth, Draft Surveys, a flat rate charge of</p>	<p align="right"><b>129.00</b> (z)</p>	<p align="right"><b>132.00</b> (z)</p>	<p align="center"><b>2.3%</b></p>	
<p><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</p>	<p align="right"><b>129.00</b> (z) <b>365.00</b> (z)</p>	<p align="right"><b>132.00</b> (z) <b>374.00</b> (z)</p>	<p align="center"><b>2.3%</b> <b>2.5%</b></p>	
<p><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 M</p>	<p align="right"><b>288.00</b></p>	<p align="right"><b>295.00</b></p>	<p align="center"><b>2.4%</b></p>	
<p><b>h Pilot Exemption Fee 25% of Full Pilotage (per day)</b></p>				
<p><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.</p>	<p align="right"><b>395.00</b></p>	<p align="right"><b>404.00</b></p>	<p align="center"><b>2.3%</b></p>	

**Growth & Infrastructure**

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<b>j Towing (Charge per Hour)</b> Minimum of 2 hours within the confines of the harbour areas, plus mobilisation/cancellation time (see below)	395.00 (z)	404.00 (z)	2.3%	
Minimum of 4 hours for a stern tow from seaward to Sutton Bridge, plus mobilisation time (see below)	395.00 (z)	404.00 (z)	2.3%	
<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. No charge will apply if cancelled 4 hrs before HW	170.80 (z)	174.90 (z)	2.4%	
<b>l Surveying</b> Per day or part thereof, hire of equipment Per hour, for processing results Cancellation fee of 40% of completed works	167.00	171.00	2.4%	
	91.00	93.00	2.2%	
<b>m Harbour vessel's workboat hire (Charge per hour)</b> Per hour, Minimum 4 hours, small boat hire Orca WB1 Per hour, minimum 4 hours, small workboat hire Nene Surveyor Per hour, minimum 4 hours, pilot boat hire Nene Pilot, Fenland Pilot Per hour, minimum 4 hours, Fenlander Tug	252.00	258.00	2.4%	
	283.00	290.00	2.5%	
	365.00	374.00	2.5%	
	395.00	404.00	2.3%	
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)	257.00	263.00	2.3%	
<b>o Duty Officer Call Out Charge</b> Out of hours (per hour) - 1600 - 0800	93.00	95.00	2.2%	
<b>p Marine Works Superintendence - per hour</b> (minimum 1 hour)	92.00	94.00	2.2%	
<b>q Pilot Ordering</b> All Pilots must be ordered 6 hours before HW, a late notice charge will be applied for each pilot ordered after this time	98.60	101.00	2.4%	
<b>r Harbour Master Superintendence - per hour</b> (minimum 1 hour)	120.50	123.50	2.5%	
<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	154.00	158.00	2.6%	
<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	6.00	6.15	2.5%	

**Growth & Infrastructure**

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<p>Per metre per 7 days</p> <p><b>Small Commercial Vessels - Resident/Non Resident</b></p> <p>Harbour &amp; Light Dues &amp; 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><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>	<p align="center"><b>26.00</b></p> <p align="center"><b>21.90 (z)</b></p> <p align="center"><b>40.80</b></p> <p align="center"><b>0.87</b></p>	<p align="center"><b>26.60</b></p> <p align="center"><b>22.40 (z)</b></p> <p align="center"><b>41.80</b></p> <p align="center"><b>0.89</b></p>	<p align="center"><b>2.3%</b></p> <p align="center"><b>2.3%</b></p> <p align="center"><b>2.5%</b></p> <p align="center"><b>2.3%</b></p>	
<p><b>5. <u>Wisbech Yacht Harbour</u></b> (All Rates include VAT at standard rate)</p> <p><b>a Pontoon Berths - Contract (Long Term) Berthing Rates</b></p> <p><b>Standard Term - (Vessel LOA greater than 6.0m)</b></p> <p>Per annum</p> <p>Per annum outside or inside hammer-head berths</p>	<p align="center"><b>Rate/metre</b> <b>£</b></p> <p align="center"><b>134.00</b></p> <p align="center"><b>148.00</b></p>	<p align="center"><b>Rate/metre</b> <b>£</b></p> <p align="center"><b>134.00</b></p> <p align="center"><b>148.00</b></p>	<p align="center"><b>0.0%</b></p> <p align="center"><b>0.0%</b></p>	

**Growth & Infrastructure**

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
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%	
<b>note</b>				
- 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>b Pontoon Berths - Non-Contract (Visitor) Berthing Rates (Including Port of Wisbech Authority licence contribution)</b>				
	<b>Rate/metre £</b>	<b>Rate/metre £</b>		
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%		
<b>Winter Storage Afloat</b>				
November to March     per month	20.40	20.40	0.0%	
Full five months	86.70	86.70	0.0%	
<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.				

## Growth &amp; Infrastructure

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
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%	
<b>c Ancillary Charges</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	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				
<b>Relaunch/Lift onto Trailer</b>				
Per metre.	17.50	17.50	0.0%	
Minimum Charge	102.00	102.00	0.0%	
<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	25.00	25.00	0.0%	
Marine Service waiting charge per hour per person	39.00	39.00	0.0%	
<b>Relaunch/Lift onto Trailer</b>				
Per metre.	25.00	25.00	0.0%	
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 Return to water	8.75	8.75	0.0%	
<b>Hire of Yacht harbour Cradles (subject to availability)</b> per annum / pro rata per cradle	100.00	100.00	0.0%	
<b>Hire of electric pressure washer</b> (subject to availability). Per use.	11.00	11.00	0.0%	
<b>Hire of petrol pressure washer</b> (subject to availability). Per day. Plus Fuel.	40.00	40.00	0.0%	

**Growth & Infrastructure**

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
(iv) <b>Boom Crane Lifting</b> . Max 3 tonnes.				
<b>Engine lift</b> , per engine, per hour or part.	71.50	71.50	0.0%	
<b>Comercial Engine Lift</b>	POA	POA		
<b>Small boat lift</b> . Per metre each way.	14.50	14.50	0.0%	
Minimum charge each way.	43.90	43.90	0.0%	
(v) <b>Other Services</b>				
<b>Marine Services Labour (min 2 hours)</b>				
For any additional work per hour, including the following:-	45.00	45.00	0.0%	
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>Mast Storage</b> . 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%	
<b>Boat Trailer or Cradle Storage</b> (subject to availability of space). p/a	73.00	73.00	0.0%	
<b>Miscellaneous Storage</b> as per trailer tariff	73.00	73.00	0.0%	
<b>Marina pump out</b> . Per use, subject to availability.	15.00	15.00	0.0%	
<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.	55.00	55.00	0.0%	
Per additional hour	27.50	27.50	0.0%	
<b>Electricity</b>				
By prepaid card from Harbour Office				
<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.	80.00	80.00	0.0%	
<b>Slipway</b>				
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%	
<b>Crab Marsh Work Shop</b>				
Premium under cover boat storage - short term Contract Only (berthing Contract rate + £150 per month)				

**Growth & Infrastructure**

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<p><b>6. <u>Sewage Disposal</u></b></p> <p><b>Properties not connected to mains sewer</b>            Private dwellings                Service charge (per annum)                Standing charge (per annum)            Charges to Roddons as per the Transfer Agreement</p> <p><b>March Sanitation Point</b>            Boat Pump-Out tokens      per token            Sanitation Point Keys</p>	<p>&lt; As per AW &gt;</p> <p><b>13.50</b> <b>5.00</b></p>	<p>&lt; As per AW &gt;</p> <p><b>13.50</b> <b>5.00</b></p>	<p></p> <p><b>0.0%</b> <b>0.0%</b></p>	
<p><b>7. <u>Mini Factories</u></b></p> <p><b>Rents negotiable within:</b></p> <p>a. the minimum - per square foot and;            * b. the maximum - per square foot</p> <p>c. the minimum - per square metre and;            * d. the maximum - per square metre</p> <p>It should be noted that VAT is applicable on rental income at Venture House, Venture Court &amp; South Fens Enterprise Park            Includes charges for acceptable trade refuse collection and disposal, insurance, water rates (where applicable), and site maintenance.</p> <p>* to be applied when market forces dictate</p>	<p><b>4.25 (e)</b> <b>8.25 (e)</b></p> <p><b>45.75 (e)</b> <b>88.80 (e)</b></p>	<p><b>4.35 (e)</b> <b>8.45 (e)</b></p> <p><b>46.83 (e)</b> <b>90.96 (e)</b></p>	<p><b>2.4%</b> <b>2.4%</b></p> <p><b>2.4%</b> <b>2.4%</b></p>	
<p><b>8. <u>South Fens Business Centre, Chatteris</u></b>      charges shown <b>net</b> of VAT</p> <p>a. the minimum - per square foot and;            * b. the maximum - per square foot</p> <p>c. the minimum - per square metre and;            * d. the maximum - per square metre</p> <p>e. <b>Catering</b>            Tea and coffee per head            Orange Juice per jug</p> <p>** f. <b>Weekday room charges (Mon-Fri 8.30-1700)</b></p>	<p><b>18.00</b> <b>20.00</b></p> <p><b>193.75</b> <b>215.28</b></p> <p><b>2.20</b> <b>3.00</b></p>	<p><b>18.45</b> <b>20.50</b></p> <p><b>198.60</b> <b>220.66</b></p> <p><b>2.25</b> <b>3.10</b></p>	<p><b>2.5%</b> <b>2.5%</b></p> <p><b>2.5%</b> <b>2.5%</b></p> <p><b>2.3%</b> <b>3.3%</b></p>	<p><b>Room Hire</b> <b>e - g</b> <b>£1,400</b></p>

**Growth & Infrastructure**

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<i>External rate - per hour</i>				
Beech	36.00	37.00	2.8%	
Oak/Apple	22.00	22.75	3.4%	
Small Meeting rooms (first hr free)	14.00	14.50	3.6%	
Large Meeting rooms (first hr free)	18.00	18.50	2.8%	
<i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i>				
Beech	86.00	88.25	2.6%	
Oak/Apple	62.75	64.50	2.8%	
Small Meeting rooms (first hr free)	32.50	33.50	3.1%	
Large Meeting rooms (first hr free)	43.75	45.00	2.9%	
<i>External rate - per full day</i>				
Beech	153.00	156.75	2.5%	
Oak/Apple	110.50	113.25	2.5%	
Small Meeting rooms (first hr free)	51.10	52.50	2.7%	
Large Meeting rooms (first hr free)	72.75	74.50	2.4%	
<b>** g. Evenings/Weekend room charges</b>				
<i>External rate - per hour</i>				
Beech	67.00	68.75	2.6%	
Oak/Apple	56.50	58.00	2.7%	
<i>External rate - per half day</i>				
Beech	177.50	182.00	2.5%	
Oak/Apple	133.75	137.00	2.4%	
<i>External rate - per full day</i>				
Beech	370.00	379.00	2.4%	
Oak/Apple	303.75	311.25	2.5%	
* to be applied when market forces dictate				
** Business Premises Tenant rates at 75% of External Rate (ie. 25% discount)				

## Growth &amp; Infrastructure

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<b>9. The Boathouse, Wisbech</b> charges shown <b>net</b> of VAT				
a. the minimum - per square foot and;	18.00	18.45	2.5%	
* b. the maximum (suites GF1 to FF38) - per square foot	20.00	20.50	2.5%	
* c. the maximum (suites FF39 & FF40) - per square foot	22.00	22.50	2.3%	
d. the minimum - per square metre and;	193.75	198.60	2.5%	
* e. the maximum - per square metre	215.28	220.66	2.5%	
* f. the maximum (suites FF39 & FF40) - per square metre	236.81	242.19	2.3%	
<b>g. Catering</b>				<b>Room Hire</b>
Tea and coffee per head	2.20	2.25	2.3%	<b>g - i</b>
Orange Juice per jug	3.00	3.10	3.3%	<b>£1,600</b>
** h. <b>Weekday room charges (Mon-Fri 8.30-1700)</b>				
<i>External rate - per hour</i>				
Richard Young Large	36.00	37.00	2.8%	
Lambton/Young 1 or 2	22.00	22.75	3.4%	
The Gallery	20.50	21.00	2.4%	
Meeting rooms	14.00	14.50	3.6%	
<i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i>				
Richard Young Large	86.00	88.25	2.6%	
Lambton/Young 1 or 2	62.75	64.50	2.8%	
The Gallery	57.50	59.00	2.6%	
Meeting rooms	32.50	33.50	3.1%	
<i>External rate - per full day</i>				
Richard Young Large	153.00	156.75	2.5%	
Lambton/Young 1 or 2	110.50	113.25	2.5%	
The Gallery	101.25	103.75	2.5%	
Meeting rooms	51.10	52.50	2.7%	



Housing, Environment, Leisure & Community

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<b>1. Licences and Certificates</b>				
a. Unfit Food Certificates				
(i) - per hour inclusive of travelling expenses	80.00 (n)	82.00 (n)	2.5%	
(ii) - minimum charge	42.00 (n)	43.00 (n)	2.4%	
b. Food Hygiene Rating Scheme (FHRS)                      Re-scoring food businesses upon request (fee set to recover cost)	100.00	100.00	0.0%	
c. Export Certificates	80.00 (n)	82.00 (n)	2.5%	
d. Acupuncture/Cosmetic piercing/Electrolysis/Semi-permanent skin colouring				
(i) - Licence fee	158.00 (n)	158.00 (n)	0.0%	
(ii) - renewal/transfer/variation	44.00 (n)	44.00 (n)	0.0%	
e. Detained Food - Recovery of commercial storage costs	<b>Cost Recovery</b>	<b>Cost Recovery</b>		
<b>2. Stray Dogs</b>				
Return of Stray Dog                      - includes statutory fee of £25.00	45.00 (n)	46.00 (n)	2.2%	
plus kennelling fee                      - per day or part thereof                      (Set by contractors -no increase)	10.00 (n)	10.00 (n)	0.0%	
plus administration fee                      - per dog	15.00	15.00	0.0%	
<b>3. Training Courses</b>				
FDC Refresher, COSHH; Risk Assessment; Manual Handling	40.00 (e)	40.00 (e)	0.0%	
<b>4. Process Authorisation Fees                      Set by DEFRA</b>				
a. Application fees				
Standard	1,579.00 (n)	1,579.00 (n)	0.0%	
Additional fee for operating without a permit	1,137.00 (n)	1,137.00 (n)	0.0%	
Petrol Vapour Recovery I, Small Waste Oil Burner and Dry Cleaners Reduced Fee Activities	148.00 (n)	148.00 (n)	0.0%	
Petrol Vapour Recovery I and II combined	246.00 (n)	246.00 (n)	0.0%	
Other Reduced Fee Activities	346.00 (n)	346.00 (n)	0.0%	
Reduced fee activities: Additional fee for operating without a permit	68.00 (n)	68.00 (n)	0.0%	
Standard Mobile Plant for the 1st & 2nd applications	1,579.00 (n)	1,579.00 (n)	0.0%	
for the 3rd to 7th applications	943.00 (n)	943.00 (n)	0.0%	
for the 8th and subsequent applications	477.00 (n)	477.00 (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)	£739 (+£99)* (n)	£739 (+£99)* (n)	0.0%	
Standard process Medium	£1111 (+149)* (n)	£1111 (+149)* (n)	0.0%	
Standard process High	£1672 (+198)* (n)	£1672 (+198)* (n)	0.0%	
Reduced fee activities Low/Med/High	£76 / £151 / £227 (n)	£76 / £151 / £227 (n)	0.0%	
PVR I & II combined	£108 / £216 / £326 (n)	£108 / £216 / £326 (n)	0.0%	
Other Reduced Fee Activities Low/Med/High	£218 / £349 / £524 (n)	£218 / £349 / £524 (n)	0.0%	
Standard Mobile Plant 1st & 2nd permits Low/Med/High	£618 / £989 / £1484 (n)	£618 / £989 / £1484 (n)	0.0%	
for the 3rd to 7th permits Low/Med/High	£368 / £590 / £884 (n)	£368 / £590 / £884 (n)	0.0%	
8th and subsequent permits Low/Med/High	£189 / £302 / £453 (n)	£189 / £302 / £453 (n)	0.0%	
Late payment Fee	£50 (n)	£50 (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	162.00 (n)	162.00 (n)	0.0%	
Standard process partial transfer	476.00 (n)	476.00 (n)	0.0%	
New operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15(2) of charging scheme)	75.00 (n)	75.00 (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	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%	

Housing, Environment, Leisure & Community

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<b>e. Substantial change</b> Standard process Standard process where the substantial change results in a new PPC activity Reduced fee activities	1,005.00 (n) 1,579.00 (n) 98.00 (n)	1,005.00 (n) 1,579.00 (n) 98.00 (n)	0.0% 0.0% 0.0%	
<b>5. Food Premises</b> <b>Copy register entries:</b> Subject to charging policy under Freedom Of Information Act				
<b>6. Ship Sanitation Certificates</b> Set by Association of Port Health Authorities <b>Per Vessel (Gross Tonnage)</b> Up to 1,000 1,001 - 3,000 3,001 - 10,000 10,001 - 20,000 20,001 - 30,000 Over 30,000 Vessel capacity between 50 & 1,000 persons Vessel capacity over 1,000 persons Extensions * Increases as per the Association of Port Health Authorities Recommended Charges.	85.00 (n) 120.00 (n) 180.00 (n) 235.00 (n) 305.00 (n) 360.00 (n) 360.00 (n) 615.00 (n) 50.00 (n)	85.00 (n) 120.00 (n) 180.00 (n) 235.00 (n) 305.00 (n) 360.00 (n) 360.00 (n) 615.00 (n) 50.00 (n)	0.0% * 0.0% * 0.0% * 0.0% * 0.0% * 0.0% * 0.0% * 0.0% * 0.0% *	
<b>7. Private Water Supply Regulations 2009</b> <i>Currently set in line with guidance.</i> <b>a</b> Risk Assessment (each assessment) - recover costs <b>b</b> Sampling (each visit) - recover costs <b>c</b> Investigation (each investigation) - recover costs <b>d</b> Granting an authorisation (each authorisation) - recover costs <b>e</b> Analysing a sample taken under Regulation 10 - recover costs taken during check monitoring - recover costs taken during audit monitoring - recover costs	max £500 (n) max £100 (n) max £100 (n) max £100 (n) max £25 (n) max £100 (n) max £500 (n)	max £500 (n) max £100 (n) max £100 (n) max £100 (n) max £25 (n) max £100 (n) max £500 (n)	0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0%	

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<b>8. Burial Grounds</b>				<b>£15,000</b>
<b>a. Interment Fee for Residents (Including Memorial Safety Inspection Fee) Monday to Friday (excluding Bank Holiday)</b>				
(i) a still-born or any child under one month of age	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);	0.00 (n)	0.00 (n)		
(iii) any person (Lawn Area)	815.00 (n)	900.00 (n)	10.4%	
(iv) any person (Traditional Area)	915.00 (n)	1,010.00 (n)	10.4%	
(v) for the interment of single casket of cremated remains.	220.00 (n)	250.00 (n)	13.6%	
(vi) for the interment of additional cremated remains at the same time as (iii) to (v) above	52.00 (n)	52.00 (n)	0.0%	
<b>b. Exclusive Rights of Burial in an Earthen Grave for Residents</b>				
6 ft. x 3 ft. Childrens Plot	90.00 (n)	90.00 (n)	0.0%	
9 ft. x 4 ft. Adult Plot (Lawn Area)	670.00 (n)	740.00 (n)	10.4%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	860.00 (n)	950.00 (n)	10.5%	
Cremated remains, size 2ft x 2ft	185.00 (n)	190.00 (n)	2.7%	
Purchase of Exclusive Rights to un-purchased family grave (conditions apply) - 50% of fees in b. as per type				
<b>c. Choosing Plot for Exclusive Rights of Burial</b>				
Visiting cemetery with cemetery staff to choose plot	62.00	64.00	3.2%	
<b>d. Premium Plots for Exclusive Rights of Burial in an Earthen Grave for Residents</b>				
100% added to fees set out in b.				
<b>e. Interment for Non-Resident</b>				
100% added to fees set out in a.				
<b>f. Exclusive Rights of Burial in an Earthen Grave, including Premium Plots for Non Residents</b>				
100% added to fees set out in b & d				
<b>g. Transfer of Ownership of Exclusive Rights</b>				
Transfer of Ownership (Interment of ER Holder)	36.00 (n)	36.00 (n)	0.0%	
Transfer of Ownership	72.00 (n)	72.00 (n)	0.0%	
<b>h. Exhumation of Coffin - minimum charge</b>	1,900.00	2,100.00	10.5%	
<b>i. Exhumation of Cremated remains - minimum charge</b>	440.00	485.00	10.2%	
<b>j. 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	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	185.00 (n)	190.00 (n)	2.7%	
Single Memorial headstone not exceeding 3 ft. in height on double plinth - Adult	280.00 (n)	290.00 (n)	3.6%	
Double Memorial headstone not exceeding 3 ft. in height on double plinth - Adult	345.00 (n)	355.00 (n)	2.9%	
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)	315.00 (n)	325.00 (n)	3.2%	
Kerb Set &/or Flatstone Adult Plot (Double Traditional Area)	610.00 (n)	630.00 (n)	3.3%	

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Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
Single Vase - Not exceeding 10" in diameter and 8" in height	70.00 (n)	72.00 (n)	2.9%	
Single Tablet - 18" x 18" with or without Vase on any single grave or cremation plot	185.00 (n)	190.00 (n)	2.7%	
Double Tablet - 42" x 18" with or without Vase on any double grave or cremation plot	280.00 (n)	290.00 (n)	3.6%	
<b>Note</b> A vase without any inscription requires no exclusive rights				
<b>k Burial Information</b>				
Interment information & historical records - per plot - up to 5 names	26.00 (n)	27.00 (n)	3.8%	
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)	60.00 (n)	3.4%	
Interment information & historical records (accompanied) - each additional hour	35.00 (n)	36.00 (n)	2.9%	
<b>l Cemetery Keys</b>				
Provision of security coded keys for access to cemeteries	18.00 (n)	18.50 (n)	2.8%	
<b>m Short Notice Fee</b> Internment arrangements required with less than 2 working days	75.00 (n)	80.00 (n)	6.7%	

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Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<b>9. Commercial and Chargeable Household Waste (Standard Prices Per Collection)*</b>				
<b>a. Commercial Waste</b>				
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 20kgs maximum contents weight**	7.30 (n)	7.30 (n)	0.0%
	360 litre 30kgs maximum contents weight**	7.85 (n)	7.85 (n)	0.0%
	660 litre 55kgs maximum contents weight**	11.35 (n)	11.35 (n)	0.0%
	1,100 litre 90kgs maximum contents weight**	15.75 (n)	15.75 (n)	0.0%
<b>b. Commercial Recycling</b>				
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%
<b>c. Waste from Charity Shops and Schools***</b>				
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 20kgs maximum contents weight**	4.95 (n)	4.95 (n)	0.0%
	360 litre 30kgs maximum contents weight**	5.25 (n)	5.25 (n)	0.0%
	660 litre 55kgs maximum contents weight**	7.50 (n)	7.50 (n)	0.0%
	1,100 litre 90kgs maximum contents weight**	10.25 (n)	10.25 (n)	0.0%
<b>d. Recycling from Charity Shops and Schools***</b>				
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%
<b>e. Non-infectious Offensive Waste***</b>				
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%
<b>f. Clinical or Offensive Waste from domestic households****</b>				
Sacks/Sharps Boxes -	per collection visit charge (note : collection service only, sacks and/or sharps boxes are not provided)	8.00 (n)	8.00 (n)	0.0%

Housing, Environment, Leisure & Community

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<p><b>g. Chargeable Garden Waste Service</b></p> <p>Wheeled Bin - 240 litre Annual Subscription Fee 40.00 (n) Sack based service (specific locations) Annual Subscription Fee 40.00 (n)</p> <p>Paper wheeled bin liners (3) 1.85</p> <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>				
<p><b>10. Bulky Household Waste</b></p> <p>Transportation of up to a maximum of 4 items per visit including fridges (minimum charge) 29.50 (n) (i) Each household item above 4 items including fridges 14.50 (n) <i>Corporate Director has discretion to waive charge in cases of severe hardship</i></p>				
<p><b>11. Domestic Bin Provision</b></p> <p><b>Provision of New and Replacement 240Ltr Bins</b> Green, Brown or Blue</p> <p>a. Supply of one unit 240 litre 30.00 (n) b. Supply 2 x 240lt wheeled bins on same delivery 50.00 (n) c. Supply 3 x 240lt wheeled bins on same delivery (including to individual new or renovated property) 70.00 (n) d. Supply 1 x 600lt or 1100lt domestic wheeled bin to new multiple occupancy property 212.00 (n)</p>				
<p><b>12. Graffiti Removal Service</b></p> <p><b>Domestic Premises and Charities</b></p> <p>a. Graffiti treatment or removal first occasion per annum (cost of materials) 12.50 b. Graffiti treatment or removal subsequent occasions (cost of materials &amp; labour) 50.00</p> <p><b>Commercial Premises</b></p> <p>c. Graffiti treatment or removal (per hour) 50.00</p>				
<p><b>13. Public Conveniences</b></p> <p>a. Sale of RADAR keys 5.00 (z) b. Toilet entrance fee (where facilities allow for charging) 0.20 (n)</p>				
<p><b>14. Markets</b></p> <p><b>Licensees - Full Charge</b></p> <p>a. March (per 3m x 3m space) 12.10 (e) b. Chatteris (per 3m x 3m space) 12.10 (e) c. Whittlesey (per 3m x 3m space) 9.20 (e)</p> <p>Discount given for bankers order payments 6.50%</p> <p><b>Casual Traders</b></p> <p><b>Additional seasonal premium will be added to all casual fees ( Seasonal Premium 1 Sept to 31 December )</b></p> <p>a. March (per 3m x 3m space) 1.00 (e) b. Chatteris (per 3m x 3m space) 16.20 (e) c. Whittlesey (per 3m x 3m space) 16.20 (e)</p> <p>13.35 (e)</p> <p><b>Markets - Non Market Days</b> <b>Trading on Chatteris Market Place on Non - Market Days (Tuesdays only)</b></p>				

Housing, Environment, Leisure & Community

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<ul style="list-style-type: none"> <li>- Licensees (per 3m x 3m space)</li> <li>- Casual (per 3m x 3m space)</li> </ul> <p><b>Note:- For all markets extra space is sold pro-rata to the above charges</b></p> <p><b>Charity Stall at March on Saturdays</b> (no stall provided on other days or markets)</p>	<p style="text-align: right;">9.30 (e)</p> <p style="text-align: right;">13.30 (e)</p> <p style="text-align: center;">free</p>	<p style="text-align: right;">9.30 (e)</p> <p style="text-align: right;">13.30 (e)</p> <p style="text-align: center;">free</p>	<p style="text-align: center;">0.0%</p> <p style="text-align: center;">0.0%</p>	
<p><b>15. <u>Fairs</u></b></p> <ul style="list-style-type: none"> <li><b>a. Chatteris</b> - Summer</li> <li><b>b. March</b> - Statute - Spring</li> <li><b>c. Whittlesey</b> - Summer - Autumn - Spring</li> <li><b>d. Wisbech</b> - Statute - Mart</li> </ul>	<p style="text-align: right;">555 (e)</p> <p style="text-align: right;">2,460 (e)</p> <p style="text-align: right;">1,210 (e)</p> <p style="text-align: right;">385 (e)</p> <p style="text-align: right;">385 (e)</p> <p style="text-align: right;">385 (e)</p> <p style="text-align: right;">3,550 (e)</p> <p style="text-align: right;">7,600 (e)</p>	<p style="text-align: right;">555 (e)</p> <p style="text-align: right;">2,460 (e)</p> <p style="text-align: right;">1,210 (e)</p> <p style="text-align: right;">385 (e)</p> <p style="text-align: right;">385 (e)</p> <p style="text-align: right;">385 (e)</p> <p style="text-align: right;">3,550 (e)</p> <p style="text-align: right;">7,600 (e)</p>	<p style="text-align: center;">0.0%</p> <p style="text-align: center;">0.0%</p> <p style="text-align: center;">0.0%</p> <p style="text-align: center;">0.0%</p> <p style="text-align: center;">0.0%</p> <p style="text-align: center;">0.0%</p>	
<p><b>16. <u>"Four Seasons Events"</u></b></p> <p><b>Charges for the events in Wisbech, Whittlesey, Chatteris &amp; March are to be agreed in consultation with the partners</b></p>				
<p><b>17. <u>Hire Permits</u></b> FDC Licenced Premises</p> <ul style="list-style-type: none"> <li><b>a.</b> Events for each full single day, with up to 499 people attending at any one time, with or without a licensable activity. <ul style="list-style-type: none"> <li>weekdays &amp; saturdays</li> <li>sundays &amp; bank holidays</li> </ul> </li> <li><b>b.</b> Events for each full single day, with 500 &amp; 4,999 people attending at any one time, with or without a licensable activity. <ul style="list-style-type: none"> <li>weekdays &amp; saturdays</li> <li>sundays &amp; bank holidays</li> </ul> </li> <li><b>c.</b> Events for each full single day, with over 5,000 people attending at any one time, with or without a licensable activity. <ul style="list-style-type: none"> <li>weekdays &amp; saturdays</li> <li>sundays &amp; bank holidays</li> </ul> </li> <li><b>d.</b> Any Commercial Events</li> </ul>	<p style="text-align: right;">76.00</p> <p style="text-align: right;">127.00</p> <p style="text-align: right;">215.00</p> <p style="text-align: right;">262.00</p> <p style="text-align: center;">on application</p> <p style="text-align: center;">on application</p> <p style="text-align: center;">on application</p>	<p style="text-align: right;">76.00</p> <p style="text-align: right;">127.00</p> <p style="text-align: right;">215.00</p> <p style="text-align: right;">262.00</p> <p style="text-align: center;">on application</p> <p style="text-align: center;">on application</p> <p style="text-align: center;">on application</p>	<p style="text-align: center;">0.0%</p> <p style="text-align: center;">0.0%</p> <p style="text-align: center;">0.0%</p> <p style="text-align: center;">0.0%</p>	

Housing, Environment, Leisure & Community

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<b>18. Travellers Sites</b> - in consultation with Cambs CC a. Newbridge Lane, Wisbech - per pitch per week b. Turf Fen, Murrow - per pitch per week c. Seadyke Bank, Murrow - per pitch per week d. Fenland Way, Chatteris - per pitch per week e. Sandbank, Wisbech St Mary - per pitch per week 2018/19 Breakdown : Rent £71.04; Water £7.76 (direct recharge) per week 2019/20 Breakdown : Rent £71.04; Water £7.96 (direct recharge) per week	52 wks 78.80 (e) 78.80 (e) 78.80 (e) 78.80 (e) 78.80 (e)	52 wks 79.00 (e) 79.00 (e) 79.00 (e) 79.00 (e) 79.00 (e)	0.3% 0.3% 0.3% 0.3% 0.3%	
<b>19. Homeless Persons</b>  <b>Creek Road, Hostel</b> Unit One & Two Daily Rent Unit One & Two Daily Service Charge Unit Three, Four, Five & Six Daily Rent Unit Three, Four, Five & Six Daily Service Charge Unit Seven Daily Rent Unit Seven Daily Service Charge  <b>Temporary Accommodation (Leased from Clarion)</b> 77 West Street, Chatteris 58 Burcroft Road, Wisbech 32 Magazine Close, Wisbech 2 Hawthorne Avenue, Wisbech 15 Victoria Place, Wisbech 3 West Street, Wisbech 19 Duke Street, Wisbech 26 Burnsfield Estate, Chatteris 51 Peyton Avenue, March	52 wks  7.75 (n) 0.83 (n) 6.64 (n) 0.68 (n) 14.40 (n) 2.12 (n)  116.51 (n) 112.12 (n) 122.60 (n) 118.89 (n) 101.10 (n) 109.15 (n) 101.10 (n) 118.89 (n) 118.89 (n)	52 wks  7.75 (n) 0.83 (n) 6.64 (n) 0.68 (n) 14.40 (n) 2.12 (n)  116.51 (n) 112.12 (n) 122.60 (n) 118.89 (n) 101.10 (n) 109.15 (n) 101.10 (n) 118.89 (n) 118.89 (n)	0.0% 0.0% 0.0% 0.0% 0.0% 0.0%  0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0%	
<b>20. CCTV</b> <b>Viewing Footage - per hour</b> subject to a minimum charge of External Harddrives - to be supplied to FDC per CD per DVD per Video print <b>Subject Access Requests</b>	49.45 98.90  3.75 8.70 1.30 10.55	50.65 101.30  3.85 8.90 1.35 Deleted	2.4% 2.4%  2.7% 2.3% 3.8%	

## Housing, Environment, Leisure &amp; Community

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<b>21. Licensing</b>				
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%	
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%	

Housing, Environment, Leisure & Community

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
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. Hypnotism Act Licence Based on cost recovery of officer time	70.00 (n)	70.00 (n)	0.0%	
<b>22. Animal Licencing</b>				
Revised fees implemented from October 2018 resulting from new legislation. Fees are set on a cost recovery basis.	w.e.f. October 2018			
a. Application fee	58.00 (n)	58.00 (n)	0.0%	
b. Pre Application Advice (per Hour)	43.00 (n)	43.00 (n)	0.0%	
c. Initial Rating or Rerating Inspection Fee				
Pet Shops	107.00 (n)	107.00 (n)	0.0%	
Riding Establishments	107.00 (n)	107.00 (n)	0.0%	
Animal Boarding Establishments				
Up to 10 Animals	64.00 (n)	64.00 (n)	0.0%	
11-30 Animals	86.00 (n)	86.00 (n)	0.0%	
31-60 Animals	107.00 (n)	107.00 (n)	0.0%	
61-99 Animals	129.00 (n)	129.00 (n)	0.0%	
100+ Animals	150.00 (n)	150.00 (n)	0.0%	
Dangerous Wild Animals Act	£142 + vet fees (n)	£142 + vet fees (n)	0.0%	
Dog Breeders	107.00 (n)	107.00 (n)	0.0%	
Exhibiting Animals	64.00 (n)	64.00 (n)	0.0%	
Riding Establishments	107.00 (n)	107.00 (n)	0.0%	
d. Licence Fee 1,2 or 3 Years	185.00 (n)	185.00 (n)	0.0%	
e. Copy of Licence (including change of details not requiring an inspection)	10.50 (n)	10.50 (n)	0.0%	
<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				

## Housing, Environment, Leisure &amp; Community

Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<b>23. <u>Hackney Carriage/Private Hire Licences</u></b>				
<b>Drivers Licence</b>				
a. Hackney Carriage Licence (new) Cost recovery officer time	114.00 (n)	114.00 (n)	0.0%	
b. Hackney Carriage 3 year Licence (new)	234.00 (n)	234.00 (n)	0.0%	
c. Hackney Carriage Licence (renewal)	89.00 (n)	89.00 (n)	0.0%	
d. Hackney Carriage 3 year Licence (renewal)	209.00 (n)	209.00 (n)	0.0%	
e. Private Hire Licence (new) Cost recovery officer time	114.00 (n)	114.00 (n)	0.0%	
f. Private Hire 3 year Licence (new)	234.00 (n)	234.00 (n)	0.0%	
g. Private Hire Licence (renewal)	89.00 (n)	89.00 (n)	0.0%	
h. Private Hire 3 year Licence (renewal)	209.00 (n)	209.00 (n)	0.0%	
i. Safeguarding Training Fee set to recover cost	30.00 (n)	30.00 (n)	0.0%	
j. Drivers Assessment	n/a	n/a		
k. Driver knowledge tests	60.00 (n)	60.00 (n)	0.0%	
l. DBS Fee	55.00 (n)	64.00 (n)	16.4%	
<b>Vehicle Licence</b>				
a. Hackney Carriage Licence (new & renewals) Cost recovery officer time	150.00 (n)	150.00 (n)	0.0%	
b. Private Hire Licence (new & renewals)	132.00 (n)	132.00 (n)	0.0%	
c. Private Hire Licence Special Event	132.00 (n)	132.00 (n)	0.0%	
d. transfer of plate to another vehicle Cost recovery	46.00 (n)	46.00 (n)	0.0%	
e. initial test fee	62.00 (n)	62.00 (n)	0.0%	
f. Re-test fee	40.00 (n)	40.00 (n)	0.0%	
g. 6 Month Vehicle Compliance Fee (older vehicles)	62.00 (n)	62.00 (n)	0.0%	
<b>Private Hire Operators</b>				
a. Initial issue / renewal ( up to 3 cars )	84.00 (n)	84.00 (n)	0.0%	
b. 5 year Initial issue / renewal ( up to 3 cars )	252.00 (n)	252.00 (n)	0.0%	
c. Initial issue / annual renewal ( up to 10 cars )	156.00 (n)	156.00 (n)	0.0%	
d. 5 year Initial issue / annual renewal ( up to 10 cars )	411.00 (n)	411.00 (n)	0.0%	
e. Initial issue / annual renewal ( up to 20 cars )	224.00 (n)	224.00 (n)	0.0%	
f. 5 year Initial issue / annual renewal ( up to 20 cars )	565.00 (n)	565.00 (n)	0.0%	
g. Initial issue / annual renewal ( 20 + cars )	306.00 (n)	306.00 (n)	0.0%	
h. 5 year Initial issue / annual renewal ( 20 + cars )	734.00 (n)	734.00 (n)	0.0%	
<b>Others</b>				
a. new / broken / lost vehicle plate Cost recovery	46.00 (n)	46.00 (n)	0.0%	
b. damaged/lost driver's I.D. card Cost recovery	34.00 (n)	34.00 (n)	0.0%	
c. Cancellation of test	38.00 (n)	38.00 (n)	0.0%	
d. Notification of changes (i.e. address etc.) Cost recovery officer time	11.00 (n)	11.00 (n)	0.0%	
<b>24. <u>Licensing Act 2003</u></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%	





Description of Charge	2018/19 Charge £	Proposed 2019/20 Charge £	% Increase	Estimated Additional Income £
<b>1. Land Charges</b>				
<ul style="list-style-type: none"> <li>a. Residential Basic Search</li> <li>b. Commercial Basic Search</li> <li>c. LLC1</li> <li>d. CON29 Residential</li> <li>e. CON29 Commercial</li> </ul> <p><i>For 'cheque payment' requests, the fees for (a) - (e) above will be increased by 10%</i></p> <ul style="list-style-type: none"> <li>f. CON290 Enquiries (16, 21 &amp; 22)</li> <li>g. CON290 Enquiries - each</li> <li>h. Optional Extras</li> <li>i. Extra Parcel of Land -each</li> <li>j. Additional information - Further than 10 years previous (per hour)</li> <li>k. CON29 information not on Public Registers can now be requested individually</li> </ul> <p>A detailed breakdown is available from the Local Land Charges Team</p>	<p>180.00</p> <p>276.00</p> <p>30.00 (n)</p> <p>150.00</p> <p>246.00</p> <p>4.80</p> <p>14.40</p> <p>18.00</p> <p>18.00</p> <p>30.00</p>	<p>180.00</p> <p>276.00</p> <p>30.00 (n)</p> <p>150.00</p> <p>246.00</p> <p>4.80</p> <p>14.40</p> <p>18.00</p> <p>18.00</p> <p>30.00</p>	<p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p>	
<b>2. Electoral Registration</b>				
<ul style="list-style-type: none"> <li>a. Sales of the full electoral register <ul style="list-style-type: none"> <li>(i) Data format - basic charge</li> <li>Data format - plus amount /1,000 entries</li> <li>(ii) Printed format - basic charge</li> <li>Printed format - plus amount /1,000 entries</li> </ul> </li> <li>b. Sales of the edited electoral register <ul style="list-style-type: none"> <li>(i) Data format - basic charge</li> <li>Data format - plus amount /1,000 entries</li> <li>(ii) Printed format - basic charge</li> <li>Printed format - plus amount /1,000 entries</li> </ul> </li> <li>c. Sales of the overseas electoral register <ul style="list-style-type: none"> <li>(i) Data format - basic charge</li> <li>Data format - plus amount /1,000 entries</li> <li>(ii) Printed format - basic charge</li> <li>Printed format - plus amount /1,000 entries</li> </ul> </li> <li>d. Copying of candidates' expenses documents - per page</li> </ul>	<p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>0.20 (n)</p>	<p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>0.20 (n)</p>	<p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p>	
<b>3. Democratic Services</b>				
<ul style="list-style-type: none"> <li>a. Council Summons/Planning Agendas/Cabinet Agendas</li> </ul>	<p>11.00</p>	<p>11.00</p>	<p>0.0%</p>	

<b>4. Development Services</b>			
<b>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>			
<b>b. Planning Fees - these are currently statutory fees. Contact the Planning team for details.</b>	<b>20% increase w.e.f. January 2018</b>		<b>0.00%</b>
<b>c. Planning - Pre-application enquiry fees. Contact the Planning team for details.</b>	<b>20% increase w.e.f. January 2018</b>		<b>0.00%</b>
<b>d. Process applications to Custom and Self Build Housing Register</b>	<b>30.00</b>	<b>30.00</b>	<b>0.0%</b>
<b>e. Provision of Documents and Information</b>			
<b>(i) Local Plan (Full)</b>	<b>42.15</b>	<b>42.15</b>	<b>0.0%</b>
Local Plan (Interim Statement)	<b>14.10</b>	<b>14.10</b>	<b>0.0%</b>
Town Extract	<b>7.10</b>	<b>7.10</b>	<b>0.0%</b>
Village Extract	<b>7.10</b>	<b>7.10</b>	<b>0.0%</b>
<b>(ii) Copy of Planning Decision Notice (per A4 sheet)</b>	<b>0.35</b>	<b>0.35</b>	<b>0.0%</b>
<b>(iii) Conservation Area Appraisals</b>	<b>14.10</b>	<b>14.10</b>	<b>0.0%</b>
<b>(iv) Development Briefs</b>	<b>14.10</b>	<b>14.10</b>	<b>0.0%</b>
<b>(v) Supplementary Planning Guidance, examples are         Shop Fronts, Signs and Adverts</b>	<b>14.10</b>	<b>14.10</b>	<b>0.0%</b>
<b>(vi) 6 x map extracts, planning/building regulation applications</b>	<b>14.10</b>	<b>14.10</b>	<b>0.0%</b>
<b>(vii) Full Plan CD for Planning</b>	<b>35.80</b>	<b>35.80</b>	<b>0.0%</b>
<b>f. Other Documents and Plans (Copies and Fax)</b>			
<b>(i) Search fee per 5 minutes</b>			
A4	<b>0.35</b>	<b>0.35</b>	<b>0.0%</b>
A3	<b>0.35</b>	<b>0.35</b>	<b>0.0%</b>
<b>(ii) Plan prints</b>			
A0	<b>1.25</b>	<b>1.25</b>	<b>0.0%</b>
A1	<b>0.70</b>	<b>0.70</b>	<b>0.0%</b>
<b>(iii) Plan negatives - per copy</b>			
A0	<b>35.00</b>	<b>35.00</b>	<b>0.0%</b>
A1	<b>16.95</b>	<b>16.95</b>	<b>0.0%</b>
<b>g. Invoicing Charge</b>	<b>10.70</b>	<b>10.70</b>	<b>0.0%</b>
<b>h. Provision of Planning and Engineering Information</b>			
<b>Decision notices &amp; completion certificate</b>			

<ul style="list-style-type: none"> <li>(i) Building Regulations reference number provided</li> </ul>	<b>14.00</b>	<b>14.00</b>	<b>0.0%</b>	
<ul style="list-style-type: none"> <li>(ii) Building Regulations reference number <b>NOT</b> provided</li> </ul>	<b>63.20</b>	<b>63.20</b>	<b>0.0%</b>	
<ul style="list-style-type: none"> <li><b>Letter of Comfort</b></li> </ul>	<b>41.90</b>	<b>41.90</b>	<b>0.0%</b>	
<ul style="list-style-type: none"> <li>i. <b>Completion of Questionnaires/Surveys for Commercial Bodies</b></li> </ul>	<b>42.15</b>	<b>42.15</b>	<b>0.0%</b>	
<ul style="list-style-type: none"> <li>j. <b>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</b></li> </ul>	<b>hourly rate x time</b>	<b>hourly rate x time</b>		