


Agenda Item No:	8	
Committee:	Overview & Scrutiny Panel	
Date:	11 January 2021	
Report Title:	Review of Fees and Charges 2021/22	

## Cover sheet:

### 1 Purpose / Summary

To review the Council's Fees and Charges for 2021/22, in line with the Budget Strategy considered by Cabinet on 14 December 2020.

### 2 Key issues

- At a separate agenda item, the draft Budget report for 2021/22 highlights the significant financial challenges the Council faces over the medium term and the scale of savings required.
- The current and forecast economic climate and the ongoing impact of the Covid-19 pandemic, 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 0.3% (November 2020), steadily reducing over the last twelve months from a rate of 1.5% (November 2019). Inflation is not forecast to rise significantly over the next year. Current and forecast rates are at historically low figures and officers have been mindful of the low inflation environment when considering proposals for increases in 2021/22.
- 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 2021/22 are attached at Appendix A.
- The proposals would, at current usage levels, generate further income from fees and charges of an estimated £48,820 (excluding the increase in Garden Waste subscriptions which has already been set). 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 2020/21 budget.

### 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 2021/22.

<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 (S.151 Officer) Mark Saunders, Chief Accountant
<b>Contact Officer(s)</b>	Peter Catchpole, 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 2021/22.

## Report:

### **1 INTRODUCTION**

- 1.1 The Draft Medium Term Financial Strategy and General Fund Budget 2020/21 considered by Cabinet on 14 December 2020 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, the impact of Covid-19 and the consequential impact on residents and businesses;
  - (ii) CPI Inflation currently stands at 0.3% (November 2020), with only a slight increase 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 2021/22. The proposals detailed in this report will, overall, meet the income levels included in the 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 2021/22, 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 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 2021/22.

- 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 2021/22.

- 2.5 Taking into account the principles detailed in 1.2 above, all Service Teams have assessed their charges for 2021/22 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 2021/22. With CPI inflation currently at an historic low of 0.3% and forecast to remain low throughout 2021/22, many of the charges are proposed to remain at current levels. 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 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 will be recovered from the charges levied on ships visiting Wisbech and Sutton Bridge using the Harbour Authority/Pilotage service. Due to lower than estimated ship numbers in 2020/21 with no significant improvement forecast for 2021/22, it is proposed that these charges be increased by around 4%.
- 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 the commercial fees against neighbouring authorities and found that Fenland's charges are broadly in line with these. Consequently, no further increases are being proposed for the majority of Wharfage Dues, with the exception of Bricks and Scrap Metal.
- Ancilliary charges relating to both the statutory and commercial operations of the port have been reviewed and various levels of increases are proposed to better reflect the cost of providing these services.
- In order to better reflect the cost of providing the services at the Yacht Harbour, berthing rates are proposed to increase by around 10%. Ancilliary charges have been reviewed and individual increases are proposed as detailed at Appendix A. Regular benchmarking reviews show that the proposed charges remain competitive.
- 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**

- The 'upper limit' on Light Industrial Unit rates are proposed to increase by 2% in recognition of the ongoing buoyancy in the Light Industrial market that is not being seen by the Office sector. All other rates at the Business Centres are proposed to remain at current levels.

- There has been a significant impact on room hire income this year resulting from restrictions imposed during the Covid-19 pandemic. Consequently, no increases to room hire rates are being proposed for 2021/22.

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

4.1 Generally, only minor changes to environment charges are being proposed for 2021/22 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.
- It is proposed to increase the majority of fees, with increases ranging from 0.5% to 2.8%, in order to reflect the cost of providing and investing in the service 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, and support small local businesses, the proposed increases in charges primarily reflect the additional costs of disposal and treatment for both residual and recycling waste. In addition, and following approval by Cabinet in January, a fee for commercial food waste is being introduced.
- The Bulky Household Waste collection charge has been rationalised to make the charges more transparent and easier to calculate for customers, thereby supporting the approach to reduce the appeal of illegal collection services.
- 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 four years. As the charges for 2021/22 have already been set (annual subscription if paid by direct debit to increase from £36 to £38 and if paid by credit card/cash, to increase from £40 to £45), the estimated financial impact of the scheme has been included in the draft budget 2021/22.

### **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). Site rents (including water charges) are proposed to increase by 1.5% 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.

#### **4.6 Homeless Persons Accommodation**

- Rent increases of around 1.5% are being proposed at Creek Road Hostel and at the temporary accommodation properties (leased from Clarion) in line with the social housing rent formula calculation and in order to cover costs.

#### **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 2021/22. To reflect the full range of services provided, the schedule of fees now includes for providing a copy of the licence and for notification of changes.
- 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, to be reviewed on a 3-yearly cycle. No further increases are proposed for 2021/22.
- 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 2021/22.

### **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 2021/22.
- 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 2021/22.
- 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.
- 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 2021/22.

#### **5.3 Electoral Registration**

- These fees are set by government and no further increases are planned for 2021/22.

### **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 £48,820 (excluding the increase in Garden Waste subscriptions which has already been set). 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 2021/22 budget.
- 6.2 The total estimated fees and charges which will be included in the final budget report for 2021/22, will take into account the agreed level of fees together with estimated usage/activity levels.



Description of Charge	2020/21 Charge £	Proposed 2021/22 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>£5,260</b>
a. To Wisbech - per G.T.	0.508 (z)	0.528 (z)	3.9%	
b. To Sutton Bridge - per G.T.	0.425 (z)	0.442 (z)	4.0%	
<b>Oil Spill Prevention Charge</b> - per ship per visit	19.30	19.80	2.6%	
<b>2. <u>Conservancy Dues</u></b>				<b>£4,210</b>
a. To Wisbech - per G.T.	0.380 (z)	0.395 (z)	3.9%	
b. To Sutton Bridge - per G.T.	0.380 (z)	0.395 (z)	3.9%	
<b>3. <u>Wharfage Dues (Wisbech Only)</u></b>				<b>£3,650</b>
(i) Steel & Iron products - per tonne	0.531 (z)	0.531 (z)	0.0%	
(ii) Timber (Deals, battens, boards etc) - per cu.m.	0.542 (z)	0.542 (z)	0.0%	
(iii) Timber (Plywood, hardboard etc) - per cu.m.	0.687 (z)	0.687 (z)	0.0%	
(iv) Grain, Animal Feeds - per tonne	0.502 (z)	0.502 (z)	0.0%	
(v) Fertilisers, Sand, Salt - per tonne	0.613 (z)	0.613 (z)	0.0%	
(vi) Aggregates - per tonne	0.613 (z)	0.613 (z)	0.0%	
(vii) Bricks, Scrap Metal - per tonne	0.531 (z)	0.850 (z)	60.1%	
Others by arrangement				
(viii) ISPS Charge - per ship per visit	34.74 (z)	35.64 (z)	2.6%	
<b>4. <u>Pilotage and Boarding &amp; Landing Dues</u></b>				<b>£8,350</b>
<b>a For a vessel to Wisbech</b> - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	758.18 (z)	788.50 (z)	4.0%	
(ii) exceeding 1000	0.759 (z)	0.789 (z)	4.0%	
<b>b For a vessel to Sutton Bridge</b> - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	711.52 (z)	739.88 (z)	4.0%	
(ii) exceeding 1000	0.712 (z)	0.741 (z)	4.1%	
<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>£1,000</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.	72.22 (z) 1,083.16 (z)	139.40 (z) 2,091.00 (z)	93.0% 93.0%	
<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	134.00 (z)	139.40 (z)	4.0%	
<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	134.00 (z) 380.00 (z)	139.40 (z) 390.00 (z)	4.0% 2.6%	
<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	300.00	300.00	0.0%	
<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.	410.00	420.50	2.6%	



Description of Charge	2020/21 Charge £	Proposed 2021/22 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)	410.00 (z)	420.50 (z)	2.6%	
Minimum of 4 hours for a stern tow from seaward to Sutton Bridge, plus mobilisation time (see below)	410.00 (z)	420.50 (z)	2.6%	
<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	177.52 (z)	182.13 (z)	2.6%	
<b>l Surveying</b> Per day or part thereof, hire of equipment	173.50	182.00	4.9%	
Per hour, for processing results	94.40	98.05	3.9%	
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	262.00	268.70	2.6%	
Per hour, minimum 4 hours, small workboat hire Nene Surveyor	295.00	302.75	2.6%	
Per hour, minimum 4 hours, pilot boat hire Nene Pilot, Fenland Pilot	380.00	390.00	2.6%	
Per hour, minimum 4 hours, Fenlander Tug	410.00	420.50	2.6%	
Charges for i and l above, if during weekends or between 18:00 and 06:00 on any week day shall be +50% Tariff rates for surveying apply only within the port areas of Wisbech and Sutton Bridge. Others by negotiation.				
<b>n Marine Works Application</b> Processing Fee (minimum)	267.00	267.00	0.0%	
<b>o Duty Officer Call Out Charge</b> Out of hours (per hour) - 1600 - 0800	96.50	98.05	1.6%	
<b>p Marine Works Superintendence - per hour</b> (minimum 1 hour)	95.50	98.05	2.7%	
<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	102.50			
Pilots ordered between 12 - 4 hours before HW, a late notice charge <b>No Pilots to be ordered after 4 hours before HW</b>		369.99	NEW	
<b>r Harbour Master Superintendence - per hour</b> (minimum 1 hour)	125.50	128.88	2.7%	
<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	160.50	175.00	9.0%	
<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	6.25	6.25	0.0%	
Per metre per 7 days	27.00	27.00	0.0%	
<b>Small Commercial Vessels - Resident/Non Resident</b> Harbour & Light Dues & Conservancy Charge per vessel per visit.	22.75 (z)	22.75 (z)	0.0%	
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.	42.50	42.50	0.0%	
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.				
<b>Commercial Vessels - Lay By Wisbech Commercial Quay</b> For all commercial vessels other than defined small commercial vessels, a charge per gross tonne shall apply per entry as follows.	0.90	0.90	0.0%	
An entry shall permit a maximum stay of four days after which further layby berthing dues become payable. Minimum 4 days. Harbour & Light Dues, Pilotage, Conservancy, ship's waste, oil spill and ISPS charges as per tariff. 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. VAT payable where applicable. All charges fall due on demand and before				

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
departure unless account facilities have been applied for and approved in advance.				
<b>5. Wisbech Yacht Harbour</b> (All Rates include VAT at standard rate)				<b>£8,500</b> <b>(a) - (b)</b>
<b>a (i) Pontoon Berths - Contract (Long Term) Berthing Rates</b> <b>Standard Term - (Vessel LOA greater than 6.0m)</b>				
	<b>Rate/metre</b>	<b>Rate/metre</b>		
	<b>£</b>	<b>£</b>		
Per annum	<b>140.00</b>	<b>155.00</b>	<b>10.7%</b>	
Per annum outside or inside hammer-head berths	<b>155.00</b>	<b>171.00</b>	<b>10.3%</b>	
Per annum on commercial linear berths	<b>155.00</b>	<b>171.00</b>	<b>10.3%</b>	
Port of Wisbech Authority Annual Licence	<b>15.20 (z)</b>	<b>16.00 (z)</b>	<b>5.3%</b>	
<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>(ii) Sutton Bridge Moorings</b> charges shown net of VAT (Rates exclude VAT at standard rate)				
<b>Pontoon Berths - Berthing Rates per annum</b>	<b>150.00</b>	<b>150.00</b>	<b>0.0%</b>	
<b>b Pontoon Berths - Non-Contract (Visitor) Berthing Rates</b> <b>(Including Port of Wisbech Authority licence contribution)</b>				
	<b>Rate/metre</b>	<b>Rate/metre</b>		
	<b>£</b>	<b>£</b>		
Daily - per 24 hours (minimum charge £11.40)	<b>2.00</b>	<b>2.20</b>	<b>10.0%</b>	
Weekly (7 days)	<b>10.40</b>	<b>11.00</b>	<b>5.8%</b>	
Monthly (28 days) April - October	<b>26.60</b>	<b>28.00</b>	<b>5.3%</b>	
Special Events	<b>POA</b>	<b>POA</b>		
Short Stay Berth (Subject to availability) Max 2 hrs, not overnight	<b>No charge</b>	<b>No charge</b>		
Sail Training Vessels	<b>Less 20%</b>	<b>Less 20%</b>		
Club Rallies of over 2 Boats per visit	<b>Less 20%</b>	<b>Less 20%</b>		
Narrow Boats over 11m LOA	<b>Less 20%</b>	<b>Less 20%</b>		
Weather-bound craft maximum of one week	<b>Less 20%</b>	<b>Less 20%</b>		
<b>Winter Storage Afloat</b>				
November to March per month	<b>21.40</b>	<b>23.50</b>	<b>9.8%</b>	
Full five months	<b>91.00</b>	<b>93.00</b>	<b>2.2%</b>	
<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	<b>31.50</b>	<b>31.50</b>	<b>0.0%</b>	
Administration charge for each debtor account referred for collection	<b>115.50</b>	<b>115.50</b>	<b>0.0%</b>	
Administration charge for change in billing method after berthing application is accepted	<b>31.50</b>	<b>31.50</b>	<b>0.0%</b>	
<b>c Ancillary Charges</b>				<b>£2,000</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%				



Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
<b>6. <u>Sewage Disposal</u></b>				
<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				
<b>March Sanitation Point</b>				
Boat Pump-Out tokens           per token	13.50	13.50	0.0%	
Sanitation Point Keys	5.00	5.00	0.0%	
<b>7. <u>Mini Factories</u></b>				
<b>Rents negotiable within:</b>				
a. the minimum - per square foot and;	4.42 (e)	4.42 (e)	0.0%	
* b. the maximum - per square foot	8.58 (e)	8.75 (e)	2.0%	
c. the minimum - per square metre and;	47.52 (e)	47.52 (e)	0.0%	
* d. the maximum - per square metre	92.35 (e)	94.18 (e)	2.0%	
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				
<b>8. <u>South Fens Business Centre, Chatteris</u>                   charges shown net of VAT</b>				
a. the minimum - per square foot and;	18.75	18.75	0.0%	
* b. the maximum - per square foot	20.80	20.80	0.0%	
c. the minimum - per square metre and;	201.65	201.65	0.0%	
* d. the maximum - per square metre	223.90	223.90	0.0%	
<b>e. Catering</b>				
Tea and coffee per head	2.30	2.30	0.0%	
Orange Juice per jug	3.15	3.15	0.0%	
<b>** f. Weekday room charges (Mon-Fri 8.30-1700)</b>				
<i>External rate - per hour</i>				
Beech	38.00	38.00	0.0%	
Oak/Apple	23.50	23.50	0.0%	
Small Meeting rooms (first hr free)	15.00	15.00	0.0%	
Large Meeting rooms (first hr free)	19.00	19.00	0.0%	
<i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i>				
Beech	90.00	90.00	0.0%	
Oak/Apple	66.00	66.00	0.0%	
Small Meeting rooms (first hr free)	34.00	34.00	0.0%	
Large Meeting rooms (first hr free)	46.00	46.00	0.0%	
<i>External rate - per full day</i>				
Beech	160.00	160.00	0.0%	
Oak/Apple	116.00	116.00	0.0%	
Small Meeting rooms (first hr free)	53.50	53.50	0.0%	
Large Meeting rooms (first hr free)	76.00	76.00	0.0%	
<b>** g. Evenings/Weekend room charges</b>				
<i>External rate - per hour</i>				
Beech	70.00	70.00	0.0%	
Oak/Apple	59.00	59.00	0.0%	
<i>External rate - per half day</i>				
Beech	186.00	186.00	0.0%	
Oak/Apple	140.00	140.00	0.0%	
<i>External rate - per full day</i>				
Beech	386.00	386.00	0.0%	
Oak/Apple	317.00	317.00	0.0%	
* to be applied when market forces dictate				
** Business Premises Tenant rates at 75% of External Rate (ie. 25% discount)				

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
<b>9. <u>The Boathouse, Wisbech</u></b> charges shown net of VAT				
a. the minimum - per square foot and;	18.75	18.75	0.0%	
* b. the maximum (suites GF1 to FF38) - per square foot	20.80	20.80	0.0%	
* c. the maximum (suites FF39 & FF40) - per square foot	22.85	22.85	0.0%	
d. the minimum - per square metre and;	201.65	201.65	0.0%	
* e. the maximum - per square metre	223.90	223.90	0.0%	
* f. the maximum (suites FF39 & FF40) - per square metre	245.85	245.85	0.0%	
<b>g. Catering</b>				
Tea and coffee per head	2.30	2.30	0.0%	
Orange Juice per jug	3.15	3.15	0.0%	
<b>** h. Weekday room charges (Mon-Fri 8.30-1700)</b>				
<i>External rate - per hour</i>				
Richard Young Large	38.00	38.00	0.0%	
Lambton/Young 1 or 2	23.50	23.50	0.0%	
The Gallery	21.50	21.50	0.0%	
Meeting rooms	15.00	15.00	0.0%	
<i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i>				
Richard Young Large	90.00	90.00	0.0%	
Lambton/Young 1 or 2	66.00	66.00	0.0%	
The Gallery	60.00	60.00	0.0%	
Meeting rooms	34.00	34.00	0.0%	
<i>External rate - per full day</i>				
Richard Young Large	160.00	160.00	0.0%	
Lambton/Young 1 or 2	116.00	116.00	0.0%	
The Gallery	106.00	106.00	0.0%	
Meeting rooms	53.50	53.50	0.0%	
<b>** i. Evenings/Weekend room charges</b>				
<i>External rate - per hour</i>				
Richard Young Large	70.00	70.00	0.0%	
Lambton/Young 1 or 2	59.00	59.00	0.0%	
<i>External rate - per half day</i>				
Richard Young Large	186.00	186.00	0.0%	
Lambton/Young 1 or 2	140.00	140.00	0.0%	
<i>External rate - per full day</i>				
Richard Young Large	386.00	386.00	0.0%	
Lambton/Young 1 or 2	317.00	317.00	0.0%	
* to be applied when market forces dictate				
** Business Premises Tenant rates at 75% of External Rate (ie. 25% discount)				
<b>10. <u>Fenland Hall, March</u></b>				
a. Room Hire - per morning or afternoon session				
(i) Council Chamber	84.00 (e)	84.00 (e)	0.0%	
(ii) Other Rooms	37.00 (e)	37.00 (e)	0.0%	
(iii) Supplement for use - after 6.30pm	37.00 (e)	37.00 (e)	0.0%	
- on Saturdays and Sundays	84.00 (e)	84.00 (e)	0.0%	
- tea/coffee (minimum charge)	12.00	12.00	0.0%	
- tea/coffee (per head)	2.30	2.30	0.0%	
(iv) Hourly Rate for Meeting Room Hire	10.00	10.00	0.0%	
In respect of Parish Councils, Association of Local Councils, and approved charities, free of charge, but supplementary charges apply as appropriate				

Housing, Environment, Leisure & Community

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
<b>1. Licences and Certificates</b>				
a. Unfit Food Certificates				
(i) - per hour inclusive of travelling expenses	84.00 (n)	84.00 (n)	0.0%	
(ii) - minimum charge	44.00 (n)	44.00 (n)	0.0%	
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 Certificate: per hour inclusive of travel	84.00 (n)	84.00 (n)	0.0%	
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				
Cost Recovery	10.50	10.50 (n)	0.0%	
f. Copy licence or certificate				
<b>2. Stray Dogs</b>				
Return of Stray Dog      - includes statutory fee of £25.00	47.00 (n)	47.00 (n)	0.0%	
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>				
a. FDC Refresher, COSHH; Risk Assessment; Manual Handling	40.00 (e)	40.00 (e)	0.0%	
b. FDC regulatory business support pack (hourly rate - coaching plus travel)	84.00	84.00 (e)	0.0%	
c. Safer Food Better Business Training Pack	25.00	25.00 (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%	
e. Substantial change				
Standard process	1,005.00 (n)	1,005.00 (n)	0.0%	
Standard process where the substantial change results in a new PPC activity	1,579.00 (n)	1,579.00 (n)	0.0%	
Reduced fee activities	98.00 (n)	98.00 (n)	0.0%	
<b>5. Food Premises</b>				
Copy register entries:      Subject to charging policy under Freedom Of Information Act				
<b>6. Ship Sanitation Certificates      Set by Association of Port Health Authorities</b>				
Per Vessel (Gross Tonnage)				
Up to 1,000	100.00 (n)	100.00 (n)	0.0%	*
1,001 - 3,000	135.00 (n)	135.00 (n)	0.0%	*
3,001 - 10,000	205.00 (n)	205.00 (n)	0.0%	*
10,001 - 20,000	265.00 (n)	265.00 (n)	0.0%	*
20,001 - 30,000	340.00 (n)	340.00 (n)	0.0%	*
Over 30,000	400.00 (n)	400.00 (n)	0.0%	*
Vessel capacity between 50 & 1,000 persons	400.00 (n)	400.00 (n)	0.0%	*
Vessel capacity over 1,000 persons	680.00 (n)	680.00 (n)	0.0%	*
Extensions	70.00 (n)	70.00 (n)	0.0%	*
* Increases as per the Association of Port Health Authorities Recommended Charges.				
<b>7. Private Water Supply Regulations 2009      Currently set in line with guidance.</b>				
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%	

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
<b>8. Burial Grounds</b>				<b>£2,500</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)	950.00 (n)	955.00 (n)	0.5%	
(iii) any person (Traditional Area)	1,070.00 (n)	1,075.00 (n)	0.5%	
(iv) for the interment of single casket of cremated remains	265.00 (n)	270.00 (n)	1.9%	
(v) for the interment of additional cremated remains at the same time as (iii) to (v) above	55.00 (n)	56.00 (n)	1.8%	
<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	90.00 (n)	92.00 (n)	2.2%	
9 ft. x 4 ft. Adult Plot (Lawn Area)	780.00 (n)	785.00 (n)	0.6%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	1,000.00 (n)	1,005.00 (n)	0.5%	
Cremated remains, size 2ft x 2ft	200.00 (n)	203.00 (n)	1.5%	
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)	36.00 (n)	37.00 (n)	2.8%	
Transfer of Ownership	72.00 (n)	74.00 (n)	2.8%	
<b>h. Choosing Plot for Exclusive Rights of Burial</b> Visiting cemetery with cemetery staff to choose plot	65.00	66.00	1.5%	
<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	90.00 (n)	92.00 (n)	2.2%	
Single Memorial headstone not exceeding 3 ft. in height - Child Section	140.00 (n)	143.00 (n)	2.1%	
Single Memorial headstone not exceeding 3 ft. in height on single plinth - Adult Lawn Section	200.00 (n)	203.00 (n)	1.5%	
Single Memorial headstone not exceeding 3 ft. in height on double plinth - Adult Lawn Section	300.00 (n)	305.00 (n)	1.7%	
Double Memorial headstone not exceeding 3 ft. in height on double plinth - Adult Lawn Section	360.00 (n)	365.00 (n)	1.4%	
Kerb Set &/or Flatstone Child Plot 6 ft x 3 ft (Traditional Area)	140.00 (n)	143.00 (n)	2.1%	
Kerb Set &/or Flatstone Adults Plot (Single Traditional Area)	330.00 (n)	335.00 (n)	1.5%	
Kerb Set &/or Flatstone Adult Plot (Double Traditional Area)	640.00 (n)	645.00 (n)	0.8%	
Single Vase - Not exceeding 10" in diameter and 8" in height	75.00 (n)	77.00 (n)	2.7%	
Single Tablet - 18" x 18" with or without Vase on any single grave or cremation plot	200.00 (n)	203.00 (n)	1.5%	
Double Tablet - 42" x 18" with or without Vase on any double grave or cremation plot	300.00 (n)	305.00 (n)	1.7%	
Note A vase without any inscription requires no exclusive rights				
<b>l. Burial Information</b>				
Interment information & historical records - up to 5 names/graves	28.00 (n)	28.00 (n)	0.0%	
Interment information & historical records (accompanied) - up to 2 hrs	60.00 (n)	61.00 (n)	1.7%	
<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> Interment arrangements required with less than 2 working days	82.00 (n)	84.00 (n)	2.4%	

## Housing, Environment, Leisure &amp; Community

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
<b>9. Commercial and Chargeable Household Waste (Standard Prices Per Collection)*</b>				£8,600
<b>a. General Waste (Commercial)</b>		<i>(To off-set additional disposal and treatment costs)</i>		
Sacks - per sack or equivalent for 25 to 99 sacks (min 25)	2.00 (n)	2.25 (n)	12.5%	
per sack or equivalent for 100 or more sacks in a single transaction	1.85 (n)	2.10 (n)	13.5%	
Wheeled Bins - 240 litre 20kgs maximum contents weight**	7.30 (n)	7.45 (n)	2.1%	
360 litre 30kgs maximum contents weight**	7.85 (n)	8.00 (n)	1.9%	
660 litre 55kgs maximum contents weight**	11.35 (n)	11.50 (n)	1.3%	
1,100 litre 90kgs maximum contents weight**	15.75 (n)	16.00 (n)	1.6%	
<b>b. Mixed Dry Recycling (Commercial)</b>				
Sacks - (Purple) per sack or equivalent for 25 to 99 sacks (min 25)	1.60 (n)	1.75 (n)	9.4%	
per sack or equivalent for 100 or more sacks in a single transaction	1.50 (n)	1.65 (n)	10.0%	
Wheeled Bins - 240 litre	3.50 (n)	3.75 (n)	7.1%	
360 litre	4.25 (n)	4.60 (n)	8.2%	
660 litre	5.80 (n)	6.25 (n)	7.8%	
1,100 litre	7.60 (n)	8.25 (n)	8.6%	
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)	1.50 (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. Mixed Dry Recycling from Charity Shops and Schools***</b>				
Wheeled Bins 660 or 1100 litre (customer choice)	5.00 (n)	5.00 (n)	0.0%	
<b>e. General Waste (Excess Weight/Side Waste Charge) per part or whole 5kg over 'maximum contents weight'</b>	1.00 (n)	1.10 (n)	10.0%	
<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)	8.00 (n)	8.00 (n)	0.0%	
<b>g. Chargeable Garden Waste Service</b>				£24,370
Wheeled Bin***** - 240 litre Annual Subscription Fee if paid by Annual Direct Debit in advance	36.00 (n)	38.00 (n)	5.6%	<i>(price for 2021/22 already set)</i>
Wheeled Bin***** - 240 litre Annual Subscription Fee if paid by Card or Cash	40.00 (n)	45.00 (n)	12.5%	
<b>h. Supplies</b>				
Paper wheeled bin liners (3)	1.85	1.85	0.0%	
Clear or Black Sacks - box of 200	20.00 (n)	22.00 (n)	10.0%	
<b>i. Commercial Food Waste Collections</b>				
Two Wheeled Bins - Each 120-240 litres collected		7.00 (n)	NEW	
<b>j. Food Waste from Charity Shops and Schools***</b>				
Two Wheeled Bins - Each 120-240 litres collected		5.00 (n)	NEW	
<b>k. Monthly rental of wheeled bins (applies only to low frequency collections; &lt; 1/wk)</b>		5.00 (n)	NEW	
* Introductory offers, multiple service, direct debit reductions and similar rates 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>10. Bulky Household Waste</b>				
Transportation of up to a maximum of 4 items per visit including fridges (minimum charge)	29.50 (n)	30.00 (n)	1.7%	
(i) Each household item above 4 items including fridges	14.50 (n)	7.50 (n)	-48.3%	
Corporate Director has discretion to waive charge in cases of severe hardship				
<b>11. Domestic Bin Provision</b>				
<b>Provision of New and Replacement 240Ltr Bins</b> Green, Brown or Blue				
a. Supply of one unit 240 litre	30.00 (n)	30.00 (n)	0.0%	
b. Supply 2 x 240lt wheeled bins on same delivery	50.00 (n)	50.00 (n)	0.0%	
c. Supply 3 x 240lt wheeled bins on same delivery (including to individual new or renovated property)	70.00 (n)	70.00 (n)	0.0%	
d. Supply 1 x 600lt or 1100lt domestic wheeled bin to new multiple occupancy property	212.00 (n)	212.00 (n)	0.0%	
<b>12. Graffiti Removal Service</b>				
<b>Domestic Premises and Charities</b>				
a. Graffiti treatment or removal first occasion per annum (cost of materials)	12.50	12.50	0.0%	
b. Graffiti treatment or removal subsequent occasions (cost of materials & labour)	50.00	50.00	0.0%	
<b>Commercial Premises</b>				
c. Graffiti treatment or removal (per hour)	50.00	50.00	0.0%	
<b>13. 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%	



## Housing, Environment, Leisure &amp; Community

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
<b>14. Markets</b>				
<b>Licensees - Full Charge</b>				
a. <b>March</b> (per 3m x 3m space)	12.10 (e)	12.10 (e)	0.0%	
b. <b>Chatteris</b> (per 3m x 3m space)	12.10 (e)	12.10 (e)	0.0%	
c. <b>Whittlesey</b> (per 3m x 3m space)	9.20 (e)	9.20 (e)	0.0%	
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 ( Seasonal Premium 1 Sept to 31 December )</b>	1.00 (e)	1.00 (e)	0.0%	
a. <b>March</b> (per 3m x 3m space)	16.20 (e)	16.20 (e)	0.0%	
b. <b>Chatteris</b> (per 3m x 3m space)	16.20 (e)	16.20 (e)	0.0%	
c. <b>Whittlesey</b> (per 3m x 3m space)	13.35 (e)	13.35 (e)	0.0%	
<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)	9.30 (e)	9.30 (e)	0.0%	
- Casual (per 3m x 3m space)	13.30 (e)	13.30 (e)	0.0%	
<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>15. Fairs</b>				
a. <b>Chatteris</b> - Summer	570 (e)	570 (e)	0.0%	
b. <b>March</b> - Statute	2,525 (e)	2,525 (e)	0.0%	
- Spring	1,240 (e)	1,240 (e)	0.0%	
c. <b>Whittlesey</b> - Summer	395 (e)	395 (e)	0.0%	
- Autumn	395 (e)	395 (e)	0.0%	
- Spring	395 (e)	395 (e)	0.0%	
d. <b>Wisbech</b> - Statute	3,650 (e)	3,650 (e)	0.0%	
- Mart	7,800 (e)	7,800 (e)	0.0%	
<b>16. "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>17. Hire Permits</b> <b>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.	76.00	76.00	0.0%	
weekdays & Saturdays	127.00	127.00	0.0%	
sundays & bank holidays				
b. Events for each full single day, with 500 & 4,999 people attending at any one time, with or without a licensable activity.	215.00	215.00	0.0%	
weekdays & Saturdays	262.00	262.00	0.0%	
sundays & bank holidays				
c. Events for each full single day, with over 5,000 people attending at any one time, with or without a licensable activity.	on application	on application		
weekdays & Saturdays	on application	on application		
sundays & bank holidays				
d. Any Commercial Events	on application	on application		

Housing, Environment, Leisure & Community

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
<b>18. Travellers Sites</b>				
- in consultation with Cambs CC	52 wks	52 wks		£3,750
a. Newbridge Lane, Wisbech - per pitch per week	81.15 (e)	82.35 (e)	1.5%	
b. Turf Fen, Murrow - per pitch per week	81.15 (e)	82.35 (e)	1.5%	
c. Seadyke Bank, Murrow - per pitch per week	81.15 (e)	82.35 (e)	1.5%	
d. Fenland Way, Chatteris - per pitch per week	81.15 (e)	82.35 (e)	1.5%	
e. Sandbank, Wisbech St Mary - per pitch per week	81.15 (e)	82.35 (e)	1.5%	
2020/21 Breakdown : Rent £72.98; Water £8.17 (direct recharge) per week				
2021/22 Breakdown : Rent £74.06; Water £8.29 (direct recharge) per week				
<b>19. Homeless Persons</b>				
<b>Creek Road, Hostel</b>	52 wks	52 wks		£1,000
Unit One & Two Daily Rent	7.96 (n)	8.08 (n)	1.5%	
Unit One & Two Daily Service Charge	0.85 (n)	0.86 (n)	1.5%	
Unit Three, Four, Five & Six Daily Rent	6.82 (n)	6.92 (n)	1.5%	
Unit Three, Four, Five & Six Daily Service Charge	0.70 (n)	0.71 (n)	1.5%	
Unit Seven Daily Rent	14.79 (n)	15.01 (n)	1.5%	
Unit Seven Daily Service Charge	2.18 (n)	2.21 (n)	1.5%	
<b>Temporary Accommodation (Leased from Clarion)</b>				
77 West Street, Chatteris	119.66 (n)	121.45 (n)	1.5%	
58 Burcroft Road, Wisbech	115.15 (n)	116.90 (n)	1.5%	
32 Magazine Close, Wisbech	125.91 (n)	127.80 (n)	1.5%	
2 Hawthorne Avenue, Wisbech	122.10 (n)	123.95 (n)	1.5%	
15 Victoria Place, Wisbech	103.83 (n)	105.40 (n)	1.5%	
3 West Street, Wisbech	112.10 (n)	113.80 (n)	1.5%	
19 Duke Street, Wisbech	103.83 (n)	105.40 (n)	1.5%	
26 Burnsfield Estate, Chatteris	122.10 (n)	123.95 (n)	1.5%	
51 Peyton Avenue, March	122.10 (n)	123.95 (n)	1.5%	
<b>20. CCTV</b>				
<b>Viewing Footage - per hour</b>	51.50	51.75	0.5%	
subject to a minimum charge of	103.00	103.50	0.5%	
External Harddrives - to be supplied to FDC				
per CD	3.95	3.95	0.0%	
per DVD	9.15	9.20	0.5%	
per Video print	1.40	1.40	0.0%	
<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. Gambling Act 2005 - Permits and Registrations				
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%	
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				

## Housing, Environment, Leisure &amp; Community

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
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%	
<b>Copy of Licence</b>				
Bingo premises licence		25.00 (n)	NEW	
Adult gaming centre premises licence		25.00 (n)	NEW	
Betting premises (track) licence		25.00 (n)	NEW	
Family entertainment centre premises licence		25.00 (n)	NEW	
Betting premises (other) licence		25.00 (n)	NEW	
<b>Notification of Change</b>				
Bingo premises licence		50.00 (n)	NEW	
Adult gaming centre premises licence		50.00 (n)	NEW	
Betting premises (track) licence		50.00 (n)	NEW	
Family entertainment centre premises licence		50.00 (n)	NEW	
Betting premises (other) licence		50.00 (n)	NEW	
<b>Application to vary licence</b>				
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%	
<b>Application to transfer a licence</b>				
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%	
<b>Application for reinstatement of a licence</b>				
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%	
<b>Application for provisional statement</b>				
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 Dealers - Site Licence</b>				
Scrap Metal Dealers - Site Licence	384.60 (n)	384.60 (n)	0.0%	
<b>f. Scrap Metal Dealers - Collectors Licence</b>				
Scrap Metal Dealers - Collectors Licence	119.40 (n)	119.40 (n)	0.0%	
<b>g. Scrap Metal Dealers - Transfer of Licence</b>				
Scrap Metal Dealers - Transfer of Licence	23.30 (n)	23.30 (n)	0.0%	
<b>h. Scrap Metal Dealers - Variation of Licence</b>				
Scrap Metal Dealers - Variation of Licence	23.30 (n)	23.30 (n)	0.0%	
<b>i. Hypnotism Act Licence</b>				
Hypnotism Act Licence Based on cost recovery of officer time	70.00 (n)	70.00 (n)	0.0%	

Housing, Environment, Leisure & Community

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
<b>22. Animal Licencing</b> Fees are set on a cost recovery basis.				
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				
<b>23. Hackney Carriage/Private Hire Licences</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/Disability Awareness Training	60.00 (n)	60.00 (n)	0.0%	
j. Drivers Assessment	n/a	n/a		
k. Driver knowledge tests	80.00 (n)	80.00 (n)	0.0%	
l. DBS Fee	55.00 (n)	55.00 (n)	0.0%	
<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%	

Housing, Environment, Leisure & Community

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
<b>24. Licensing Act 2003</b>				
<b>a. Premises Licences &amp; Club Certificates - Initial Fee</b>				
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>b. Premises Licence Variation Fee</b>				
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>c. Premises Licences &amp; Club Certificate - Annual anniversary fee</b>				
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%	
<b>d. Theft/Loss etc of Club Certificate or Summary</b>	10.50 (n)	10.50 (n)	0.0%	
<b>e. Notification of Change of name or alteration of rules of Club</b>	10.50 (n)	10.50 (n)	0.0%	
<b>f. Change of relevant registered address of Club</b>	10.50 (n)	10.50 (n)	0.0%	
<b>g. Application to vary Community premises licence to include alternative licence condition</b>	23.00 (n)	23.00 (n)	0.0%	
<b>h. Personal Licences</b>	37.00 (n)	37.00 (n)	0.0%	
<b>i. Theft/Loss etc of Personal Licence</b>	10.50 (n)	10.50 (n)	0.0%	
<b>j. Temporary Event Notice</b>	21.00 (n)	21.00 (n)	0.0%	
<b>k. Theft/Loss etc of Temporary Event Notice</b>	10.50 (n)	10.50 (n)	0.0%	
<b>l. Transfers</b>	23.00 (n)	23.00 (n)	0.0%	
<b>m. Notification of Interest</b>	21.00 (n)	21.00 (n)	0.0%	
<b>n. Notification of Change of Licensee's details</b>	10.50 (n)	10.50 (n)	0.0%	
<b>o. Application for Copy of Licence</b>	10.50 (n)	10.50 (n)	0.0%	
<b>p. Provisional Statement</b>	315.00 (n)	315.00 (n)	0.0%	
<b>q. Interim Authority Notice</b>	23.00 (n)	23.00 (n)	0.0%	
<b>r. Minor Variation</b>	89.00 (n)	89.00 (n)	0.0%	
<b>s. Variation of DPS</b>	23.00 (n)	23.00 (n)	0.0%	
<b>t. Pre Application Advice - Check and submit service (Approx 1 hour officer time)</b>	43.00 (n)	43.00 (n)	0.0%	
<b>u. Pre Application Advice - Consultation with RA's and submit</b>	150.00 (n)	150.00 (n)	0.0%	
<b>25. 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>26. Houses in Multiple Occupation</b>				
Licence for Houses in multiple occupation with five or more residents, forming 2 separate households, occupying a property more than two storeys high (under the provisions of the Housing Act 2004)				
<b>a. 5 Year Licence - Per Property</b>	750.00 (n)	750.00 (n)	0.0%	
<b>b. Serving of Notices and Making of Orders - Per Hour</b>	60.00 (n)	60.00 (n)	0.0%	
<b>c. Immigration Visits - Per Hour</b>	72.00	72.00	0.0%	

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
<b>1. Land Charges</b>				
a. Residential Basic Search	177.00	177.00	0.0%	
b. Commercial Basic Search	273.00	273.00	0.0%	
c. LLC1	30.00 (n)	30.00 (n)	0.0%	
d. CON29 Residential	147.00	147.00	0.0%	
e. CON29 Commercial	243.00	243.00	0.0%	
<i>For 'cheque payment' requests, the fees for (a) - (e) above will be increased by 10%</i>				
f. CON290 Enquiries (16, 21)	9.60	9.60	0.0%	
g. CON290 Enquiries (22)	19.20	19.20	0.0%	
h. CON290 Enquiries - each	14.40	14.40	0.0%	
i. Optional Extras	18.00	18.00	0.0%	
j. Extra Parcel of Land -each	18.00	18.00	0.0%	
k. Additional information - Further than 10 years previous (per hour)	30.00	30.00	0.0%	
l. CON29 information not on Public Registers can now be requested individually				
A detailed breakdown is available from the Local Land Charges Team				
<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. 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	11.00	11.00	0.0%	
<b>4. 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. 20% increase w.e.f. January 2018</b>		Contact the Planning team for details.	0.0%	
c. <b>Planning - Pre-application enquiry fees. 20% increase w.e.f. January 2018</b>		Contact the Planning team for details.	0.0%	
d. <b>Process applications to Custom and Self Build Housing Register</b>	30.00	30.00	0.0%	
e. <b>Provision of Documents and Information</b>				
(i) Local Plan (Full)	42.15	42.15	0.0%	
Local Plan (Interim Statement)	14.10	14.10	0.0%	
Town Extract	7.10	7.10	0.0%	
Village Extract	7.10	7.10	0.0%	
(ii) Copy of Planning Decision Notice (per A4 sheet)	0.35	0.35	0.0%	
(iii) Conservation Area Appraisals	14.10	14.10	0.0%	
(iv) Development Briefs	14.10	14.10	0.0%	
(v) Supplementary Planning Guidance, examples are Shop Fronts, Signs and Adverts	14.10	14.10	0.0%	
(vi) 6 x map extracts, planning/building regulation applications	14.10	14.10	0.0%	
(vii) Full Plan CD for Planning	35.80	35.80	0.0%	
f. <b>Other Documents and Plans (Copies and Fax)</b>				
(i) Search fee per 5 minutes				
A4	0.35	0.35	0.0%	
A3	0.35	0.35	0.0%	
(ii) Plan prints				
A0	1.25	1.25	0.0%	
A1	0.70	0.70	0.0%	

Planning, Policy & Governance

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
(iii) Plan negatives - per copy A0 A1	35.00 16.95	35.00 16.95	0.0% 0.0%	
g. Invoicing Charge	10.70	10.70	0.0%	
h. Provision of Planning and Engineering Information				
Decision notices & completion certificate				
(i) Building Regulations reference number provided	14.00	14.00	0.0%	
(ii) Building Regulations reference number <b>NOT</b> provided	63.20	63.20	0.0%	
Letter of Comfort	41.90	41.90	0.0%	
i. Completion of Questionnaires/Surveys for Commercial Bodies	42.15	42.15	0.0%	
j. Recovery of officer time in relation to the carrying out of Statutory functions for Enforcement action and works commissioned by the Council and the monitoring pursuant to the Building Act 1984	hourly rate x time	hourly rate x time		