

<b>AGENDA ITEM NO. 8</b>	
<b>OVERVIEW AND SCRUTINY PANEL</b>	
<b>Date</b>	<b>16 JANUARY 2012</b>
<b>Title</b>	<b>REVIEW OF FEES AND CHARGES 2012/13</b>

**1. PURPOSE/SUMMARY**

To review the Council's Fees and Charges (excluding Leisure Centres) for 2012/13 in line with the Budget Strategy agreed by Cabinet on 15 December 2011.

**2. KEY ISSUES**

- Members are aware of the external pressures currently being exerted on several of the Council's income areas ie. Building Control Fees, Port (Commercial Shipping) Fees and Leisure Centres.
- At a separate agenda item, the draft Budget report for 2012/13 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 the required savings for 2012/13 and in addition, will assist the Council as the government moves towards making local government 'self-financing' in the future, through the proposals from the Local Government Resource Review.
- 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.
- The proposed fees and charges (excluding Leisure Centres) for 2012/13 are attached at Appendix A.

The proposals would, at current usage levels, generate further income from fees and charges by an estimated £94,100. This is in line with the assumptions 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 level of savings required.

- The Leisure Centres fees and charges which were previously considered by this Panel and subsequently approved by Cabinet on 15 December 2011, are the subject of a 'call-in' by this Panel and considered earlier on this agenda.

**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 2012/13.

<b>Wards Affected</b>	All
<b>Forward Plan Reference No.</b> (if applicable)	
<b>Portfolio Holder(s)</b>	Cllr Alan Melton, Leader and Portfolio Holder, Policy and Resources Cllr John Clark, Portfolio Holder, Quality Organisation
<b>Report Originator</b>	Mark Saunders (Chief Accountant)
<b>Contact Officer(s)</b>	Rob Bridge, Corporate Director (Finance) Mark Saunders, Chief Accountant
<b>Background Paper(s)</b>	Draft Medium Term Financial Strategy and General Fund Budget 2012/13

## 1. INTRODUCTION

- 1.1 The Draft Medium Term Financial Strategy and General Fund Budget 2012/13 agreed by Cabinet on 15 December 2011, highlighted the impact on Fenland of the Local Government Finance Settlement which has resulted in significant reductions in Government Grant over the medium term. Full 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. The timing and extent of economic recovery;
  - (ii) The need to remain competitive and maintain/increase activity levels;
  - (iii) Flexibility in the charging regime to encourage increased usage and to assist with meeting Corporate Priorities;
  - (iv) The need to maximise income levels to assist with funding the Medium Term Financial Forecasts and preparing the Council for local government 'self-financing' in the future.
- 1.3 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 a draft budget for 2012/13. 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 2012/13, together with comparisons with current charges, percentage increase and financial impact are detailed at Appendix A.
- 2.2 Many of our fees and charges are non-vatable and are shown in Appendix A as either exempt(e), non-business(n) or zero-rated(z). All other charges are standard rated and shown inclusive of VAT, with the exception of the charges for South Fens Business Centre and The Boathouse, which are shown excluding VAT.
- 2.3 Some of our fees and charges are set centrally by government and apply to all local authorities. These are included in Appendix A and cover the following:
- Planning Fees
  - Licensing Fees issued under the Licensing Act 2003 and Gambling Act 2005
  - Electoral Registration
  - Environmental Services – Process Authorisation Fees

We have no discretion in the setting of these fees and there are no further increases planned for 2012/13.

- 2.4 **Building Control Fees:** The charging schedule for these fees comply with the provisions of The Building (Local Authority Charges) Regulations 2010. The principle of the charging regime is to cover the costs of works. These fees were reviewed in October 2011 and no further increases were deemed necessary at that time. The fees will be reviewed and amended (if necessary) in October 2012.
- 2.5 **Planning Fees:** The Government have previously indicated that local authorities should be allowed to set their own fees. These fees would be set at a level to recover costs (similar principle to Building Control). However, we are still awaiting a decision by government as to whether or not this proposal will continue. Should this proposal be taken forward, a further report will be presented to this Panel and subsequently Cabinet for formal approval.
- 2.6 Taking into account the principles detailed in 1.2 above, the proposals in Appendix A generally incorporate an increase of around 5% for 2012/13, in line with inflation.
- 2.7 The main exceptions to this are as follows:

(i) **Wisbech Port – Statutory Harbour Dues (Harbour & Light Dues, Conservancy Dues and Pilotage Dues)**

The proposed charges are the subject of continuing consultation with the Port operators and any amendments to these proposals will be reported to Cabinet in February.

Charges are set to recover costs based on a projected number of ships. The position will be reviewed during the year and further changes to fees may be required subject to variations in estimated shipping numbers.

(ii) **Wisbech Yacht Harbour**

The proposed fee structure for the Yacht Harbour has been reviewed and updated to reflect the type and quality of services which can now be provided. High quality, industry standard facilities are now available and consequently all charges have been reviewed which reflects more accurately the services being provided.

(iii) **Land Charges**

Due to the current uncertainty nationally regarding the charging policy for some elements of the residential search fees carried out by authorities and to remain competitive, there is no increase proposed.

The Council does not charge for 'Personal Searches' (which had been set by government) in accordance with guidance received.

(iv) **Cemeteries – Monuments, Gravestones etc**

It is anticipated that with effect from April 2012, these specific charges will be subject to VAT at the standard rate of 20%, although further clarification is being sought from HMRC. The proposed charges incorporate this change and any further changes to the VAT status of these fees will be reported to Cabinet later this month. Although the customer will pay this additional amount, this change does not increase the amount of income to the Council.

(v) **Commercial Waste**

Substantial increases are proposed to cover the cost of providing this service which incorporates a significant increase in disposal costs.

- (vi) **Rents – Travellers Sites and Homeless Persons Accommodation**  
Overall increases (including service charges) of 6.4% in Travellers Sites and Homeless Persons Accommodation rents are proposed, in line with the government's guideline increases.
- (vii) **Hackney Carriage / Private Hire Licences**  
No increase in these fees are being proposed at the current time. However, licensing fees will be reviewed in light of the expected changes to the charging regime in the near future.

2.8 New charges are proposed as follows:

- (i) **Toilet Entrance Fee**  
It is proposed that a charge of 20p be introduced for entrance to the new toilet facilities to be provided in Wisbech, March, Whittlesey and Chatteris. The future toilet provision in the district was approved by Cabinet on 15 December 2011 and details are contained in the report to that meeting.

2.9 The proposals in Appendix A would, at current usage levels, generate further income from fees and charges by an estimated £94,100. This would, in overall terms, meet the income levels already included in the draft budget report for 2012/13. Any reduction in the level of increases proposed will increase the pressure on the level of savings required.

2.10 The total estimated fees and charges which will be included in the final budget report for 2012/13, takes into account the agreed level of fees together with estimated usage/activity levels.

**Proposed 2012/13 Fees and Charges - with effect from 1 April 2012  
(excluding Leisure Centres)**

**Service Group**

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**Note :**

The charges are inclusive of standard rate VAT unless they are shown as:

- Exempt (e).
- Non-Business (n)
- Zero Rated (z).

Note : standard rate VAT applicable:	up to 30.11.08	17.5%
	from 01.12.08 - 31.12.09	15%
	from 01.01.10	17.5%
	from 04.01.11	20%

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>PORT OF WISBECH AUTHORITY (NENE PORTS) FEES &amp; CHARGES</b>				
<b>1. Harbour and Light Dues</b>				<b>£8,000</b>
a. To Wisbech - per G.T.	0.408 (z)	0.428 (z)	4.9%	
b. To Sutton Bridge - per G.T.	0.340 (z)	0.357 (z)	5.0%	
Oil Spill Prevention Charge - per ship per visit	15.50	16.30	5.2%	£200
<b>2. Conservancy Dues</b>				<b>£6,500</b>
a. To Wisbech - per G.T.	0.295 (z)	0.310 (z)	5.1%	
b. To Sutton Bridge - per G.T.	0.295 (z)	0.310 (z)	5.1%	
<b>3. Wharfage Dues (Wisbech Only)</b>				<b>£1,500</b>
(i) Steel & Iron products - per tonne	0.413 (z)	0.434 (z)	5.1%	
(ii) Timber (Deals, battens, boards etc) - per cu.m.	0.423 (z)	0.445 (z)	5.2%	
(iii) Timber (Plywood, hardboard etc) - per cu.m.	0.535 (z)	0.562 (z)	5.1%	
(iv) Grain, Animal Feeds - per tonne	0.390 (z)	0.410 (z)	5.0%	
(v) Fertilisers, Sand, Salt - per tonne	0.479 (z)	0.503 (z)	5.0%	
(vi) Aggregates - per tonne	0.479 (z)	0.503 (z)	5.0%	
(vii) Bricks, Scrap Metal - per tonne	0.413 (z)	0.434 (z)	5.1%	
Others by arrangement				
(viii) ISPS Charge - per ship per visit	27.09 (z)	28.44 (z)	5.0%	
<b>4. Pilotage and Boarding &amp; Landing Dues</b>				<b>£12,500</b>
a For a vessel to Wisbech - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	590.94 (z)	620.49 (z)	5.0%	
(ii) exceeding 1000	0.592 (z)	0.622 (z)	5.1%	
b For a vessel to Sutton Bridge - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	554.58 (z)	582.30 (z)	5.0%	
(ii) exceeding 1000	0.554 (z)	0.582 (z)	5.1%	
<b>Additional Charges</b> (excluding any charges imposed by terminal operators or agents in respect of attendance at ships by boatmen / ropemen or other personnel)				
c <b>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.	57.42 (z) 861.08 (z)	60.29 (z) 904.13 (z)	5.0% 5.0%	
d <b>'Dead Ship'</b> For <i>force majeure</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%.				
e <b>Harbour Services</b> Vessel movements in harbour area including mooring and unmooring and moving berth, a flat rate charge of	80.00 (z)	84.00 (z)	5.0%	
f <b>Attendance</b> For pilotage subsequently not required for a tide or failure to amend 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	80.00 (z) 66.30 (z)	84.00 (z) 69.62 (z)	5.0% 5.0%	£100
g <b>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 Master		250.00		
h <b>Pilot Exemption Fee 25% of Full Pilotage (per day)</b>				
i <b>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.	236.84	247.10	4.3%	

Description of Charge	2011/12 Charge £	2012/13 Proposed 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 time (see below) Minimum of 4 hours for a stern tow from seaward to Sutton Bridge, plus mobilisation time (see below)	197.55 (z)	247.10 (z)	25.1%	£1,700
<b>k Mobilisation Time (Charge per Hour)</b> Charge for passage to place towing vessel on station, with a Minimum of 1 hour.	197.55 (z)	247.10 (z)	25.1%	
<b>l Surveying</b> Per day or part thereof, hire of equipment Per day or part thereof, for processing results	124.28 75.90	145.11 78.98	16.8% 4.1%	£5,000
<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	75.90 75.90 75.90 236.84	75.90 155.00 200.00 247.10	0.0% 104.2% 163.5% 4.3%	
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)	65.00	70.01	7.7%	
<b>o Duty Officer Call Out Charge</b> Out of hours (per hour) - 1600 - 0800	80.73	80.73	0.0%	
<b>p Marine Works Superintendence - per hour</b> (minimum 1 hour)	80.00	80.00	0.0%	
<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	4.50	4.50	0.0%	
Per metre per 7 days	22.50	22.50	0.0%	
Per metre per 28 days up to 6 months	77.50	77.50	0.0%	
<b>Small Commercial Vessels - Resident/Non Resident</b>				
Harbour & Light Dues & Conservancy Charge per vessel per visit.	17.00 (z)	17.00 (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.	38.00	38.00	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.	0.78	0.78	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 departure unless account facilities have been applied for and approved in advance.				



Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>5. Wisbech Yacht Harbour</b>				
(All Rates include VAT at standard rate)				
<b>a Pontoon Berths - Contract (Long Term) Berthing Rates</b>				
<b>Standard Term - (Vessel LOA greater than 6.0m)</b>				
	Rate/metre £	Rate/metre £		a - c £3,000
12 months	110.15	115.65	5.0%	
11 months	106.30	111.60	5.0%	
10 months	103.60	108.80	5.0%	
9 months	96.40	101.20	5.0%	
8 months	89.15	93.60	5.0%	
7 months	83.55	87.70	5.0%	
6 months	74.25	77.95	5.0%	
5 months	59.90	62.90	5.0%	
4 months	51.00	53.55	5.0%	
3 months (min contract)	44.30	46.50	5.0%	
Port of Wisbech Authority Annual Licence	11.35 (z)	11.90 (z)	4.8%	
<b>note</b>				
- For contract berthing customers boats can remain afloat or be stored ashore.				
- Winter contracts only for berth occupation between 1st November and 31st March are subject to a discount of 15% on the actual rates.				
- 'Budget' or 'Day Boat', (vessels between 4.6m and 6.0m LOA) Rates, are subject to a 15% discount on the actual rates, but do not qualify for winter discounts.				
- All long term contracts can be entered into at any time during the year, regardless of whether or not this overlaps financial years.				
<b>b Pontoon Berths - Non-Contract (Visitor) Berthing Rates (Including Port of Wisbech Authority licence contribution)</b>				
	Rate/metre £	Rate/metre £		
Daily - per 24 hours (minimum charge £5.00)	1.30	1.35	3.8%	
Weekly	5.45	5.70	4.6%	
Monthly (28 days)	17.20	18.05	4.9%	
Special Events	POA	POA		
Tenders (up to 3.5m LOA) - per month	26.45	27.75	4.9%	
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>c Vessels not Expressly Designed and/or Used for Leisure Purposes</b>				
<b>(i) Berthing on Workboat Pontoons</b>				
Actual Standard Contract (Long Term) Berthing Rates less a discount of 15%				
<b>(ii) Berthing Alongside Quay Wall</b>				
Actual Standard Contract (Long Term) Berthing Rates less a discount of 25%				
Berthing on Workboat Pontoons or Alongside Quay Wall do not qualify for Winter discounts.				
For durations of stay less than 3 months, the standard Non-Contract (Visitor) Berthing Rates apply.				
<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. Exceptions are berth holders requiring 6 months or more occupancy who may pay monthly by Standing Order, subject to a 5% administration charge.				
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)				

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
8 Maximum LOA for Budget berths is 6.0 metres.				
Administration charge for visiting vessels leaving without paying dues in full	25.00	25.00	0.0%	
Administration charge for each debtor account referred for collection	95.00	95.00	0.0%	
Administration charge for change in billing method after berthing application is accepted	25.00	25.00	0.0%	
<b>d Ancillary Charges</b>				£4,000
All yard services apply from 08:00 to 16:30 Monday to Friday excluding Bank Holidays. Otherwise charges are plus 50%.				
All vessels lifted ashore must be pressure washed Any emergency weekend lifting plus 50%				
<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	14.55	15.01	3.2%	
Minimum Charge	87.30	90.01	3.1%	
<b>Relaunch/Lift onto Trailer</b>				
Per metre.	12.31	15.01	21.9%	
Minimum Charge	73.58	90.01	22.3%	
<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	14.55	19.52	34.2%	
<b>Relaunch/Lift onto Trailer</b>				
Per metre.	12.31	19.52	58.6%	
Weekly yard charge. Per metre Per week		7.00		
<b>(iii) Vessels over 15m LOA and /or 55 tonnes to 75 tonnes plus 40%.</b>				
<b>Lift Out</b>				
To yard, including shoring up using boat cradle/stands. Per metre	14.55	21.10	45.0%	
<b>Relaunch/Lift onto Trailer</b>				
Per metre.	12.31	21.10	71.4%	
Weekly yard charge. Per metre Per week		7.00		
<b>(iii) Lift out</b>				
<b>Hold in Slings</b> (subject to availability). Per metre, per 30 minutes Return to water	6.10	6.10	0.0%	
<b>Block Off</b> (ie. non use of yard cradle/stands). Per metre	7.90	7.90	0.0%	
<b>Pressure wash by yard.</b> Per metre.	3.80	4.15	9.2%	
<b>Hire of electric pressure washer</b> (subject to availability). Per use.	9.60	9.60	0.0%	
<b>Hire of petrol pressure washer</b> (subject to availability). Per day. Plus Fuel.	32.40	35.01	8.1%	
<b>(ii) Boom Crane Lifting. Max 3 tonnes.</b>				
<b>Mast stepping/unstepping</b> , per mast/per hour or part/per metre	9.70	9.70	0.0%	
<b>Engine lift</b> , per engine, per hour or part.	63.00	63.00	0.0%	
<b>Small boat lift.</b> Per metre each way.	9.70	9.70	0.0%	
Minimum charge each way.	38.80	38.80	0.0%	
<b>Other plant not provided by Harbour Authority.</b> Permission to bring plant onto harbour property. Subject to Harbour Master's approval. Per use.	45.00	45.00	0.0%	
<b>(iii) Other Services</b>				
<b>Mast Storage.</b> Per mast up to 12m vessel LOA. Single payment . Over 12m vessel LOA. Single payment.	45.00 63.00	45.00 63.00	0.0% 0.0%	
<b>Boat Trailer or Cradle Storage</b> (subject to availability of space). p/a	64.75	64.75	0.0%	
<b>Miscellaneous Storage</b> as per trailer tariff	64.75	64.75	0.0%	
<b>Boat movement by yard staff</b> per hours, per metre				
Under boat's own power	4.66	4.66	0.0%	
Using WYH workboat	11.66	11.66	0.0%	
<b>Cleaning boat yard</b> if left untidy. Per hour.	53.00	53.00	0.0%	
<b>Marine Services Labour</b>				
For any additional work per hour.	53.00	35.00	-34.0%	
<b>Marina pump out.</b> Per use, subject to availability.	5.20	5.20	0.0%	

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<p><b>Non boatyard temporary hard standing.</b> Subject to availability. Charges as per non contract berthing rates.</p> <p><b>Hire of forklift and operator.</b> Up to 2.8 tonne lifts. First half hour or part. 48.00 Per additional hour 24.00</p> <p><b>Scaffold Board hire</b> per week or part thereof. 28.80</p> <p><b>Electricity</b> By prepaid card from Harbour Office</p> <p><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. 35.00</p> <p><b>Slipway</b> Haul and launch per metre 37.83 Shoring up. Time and materials basis. Slip rent per day per metre. 3.88</p>				
<p><b>6. Sewage Disposal</b></p> <p><b>Properties not connected to mains sewer</b></p> <p>Private dwellings Service charge (per annum) Standing charge (per annum) Charges to Roddons as per the Transfer Agreement</p>	< As per AW >	< As per AW >		£6,000
<p><b>7. Estate Rents</b></p> <p><b>Allotments</b> Town Councils Whittlesey 84.35 (e) March 84.35 (e)</p> <p><b>Rent for Additional Garden Land</b> Rent for areas of land in excess of one acre to be determined by negotiation be determined by negotiation £118 per acre (min £20.00) (n)</p>	wef oct 11 84.35 (e) 84.35 (e) £118 per acre (min £20.00) (n)	wef oct 12 84.35 (e) 84.35 (e) £118 per acre (min £20.00) (n)	0.0% 0.0% 0.0%	
<p><b>8. Garages</b></p> <p>Rent per garage per week (52 weeks) 8.99 Garage Plots &amp; Parking Spaces (per annum) 27.70 (e)</p>			0.0% 0.0%	
<p><b>9. Mini Factories</b></p> <p><b>Rents negotiable within:</b></p> <p>a. the minimum - per square foot and; 4.10 (e) ** b. the maximum - per square foot 6.80 (e)</p> <p>It should be noted that VAT is applicable on rental income at Venture House</p> <p>Includes charges for acceptable trade refuse collection and disposal, insurance, water rates, and site maintenance.</p> <p>** to be applied when market forces dictate</p>			0.0% 0.0%	
<p><b>10. South Fens Business Centre, Chatteris</b> charges shown net of VAT</p> <p>a. Rent per square foot n/a Units over 1075 ft2 16.50 Units over 540 ft2 16.75 Units over 225 ft2 17.25 Units under 225 ft2 17.75</p> <p>b. Rent per square metre n/a Units over 100m2 177.61 Units over 50m2 180.30 Units over 21m2 185.68 Units under 21m2 191.06</p>				

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>c. Catering</b>				<b>Room Hire</b>
Tea and coffee per head	2.00	2.00	0.0%	<b>c - f</b>
Orange Juice per jug	1.50	1.50	0.0%	<b>£3,000</b>
<b>d. Weekday room charges (Mon-Fri 9am to 5pm)</b>				
Rates for tenants - per hour				
Beech	18.00	19.00	5.6%	
Oak/Apple	13.00	14.00	7.7%	
Meeting rooms (first hr free)	7.00	7.50	7.1%	
Rates for tenants - per half day				
Beech	47.00	49.00	4.3%	
Oak/Apple	34.00	36.00	5.9%	
Meeting rooms	18.00	19.00	5.6%	
Rates for tenants - per full day				
Beech	77.00	80.00	3.9%	
Oak/Apple	56.00	59.00	5.4%	
Meeting rooms	31.00	33.00	6.5%	
<b>e. Weekday room charges (Mon-Fri 9am to 5pm)</b>				
Rates for others - per hour				
Beech	28.00	30.00	7.1%	
Oak/Apple	18.00	19.00	5.6%	
Meeting rooms	11.00	12.00	9.1%	
Rates for others - per half day				
Beech	72.00	75.00	4.2%	
Oak/Apple	51.00	54.00	5.9%	
Meeting rooms	26.00	27.50	5.8%	
Rates for others - per full day				
Beech	128.00	134.00	4.7%	
Oak/Apple	92.00	96.00	4.3%	
Meeting rooms	41.00	44.00	7.3%	
<b>f. Evenings/Weekend room charges</b>				
Rates for others - per hour				
Beech	56.00	59.00	5.4%	
Oak/Apple	46.00	49.00	6.5%	
Rates for others - per half day				
Beech	150.00	158.00	5.3%	
Oak/Apple	110.00	115.00	4.5%	
Rates for others - per full day				
Beech	310.00	325.00	4.8%	
Oak/Apple	255.00	270.00	5.9%	
<b>11. The Boathouse, Wisbech</b>				
charges shown net of VAT				
<b>a. Rent per square foot</b>				
Units 1 to 34	17.95	18.50	3.1%	
Unit 35	16.95	17.50	3.2%	
Units 36 to 38	17.45	18.00	3.2%	
<b>b. Catering</b>				<b>Room Hire</b>
Tea and coffee per head	2.00	2.00	0.0%	<b>b - e</b>
Orange Juice per jug	1.50	1.50	0.0%	<b>£2,000</b>
<b>c. Weekday room charges (Mon-Fri 9am to 5pm)</b>				
Rates for tenants - per hour				
Richard Young Large	18.00	19.00	5.6%	
Henson/Lambton/Young	13.00	14.00	7.7%	
Meeting rooms (first hr free)	7.00	7.50	7.1%	
Rates for tenants - per half day				
Richard Young Large	47.00	49.00	4.3%	
Henson/Lambton/Young	34.00	36.00	5.9%	
Meeting rooms	18.00	19.00	5.6%	
Rates for tenants - per full day				
Richard Young Large	77.00	82.00	6.5%	
Henson/Lambton/Young	56.00	59.00	5.4%	
Meeting rooms	31.00	32.50	4.8%	
<b>d. Weekday room charges (Mon-Fri 9am to 5pm)</b>				
Rates for others - per hour				
Richard Young Large	28.00	29.50	5.4%	
Henson/Lambton/Young	18.00	19.00	5.6%	
Meeting rooms	11.00	12.00	9.1%	

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
Rates for others - per half day				
Richard Young Large	72.00	76.00	5.6%	
Henson/Lambton/Young	51.00	54.00	5.9%	
Meeting rooms	26.00	28.00	7.7%	
Rates for others - per full day				
Richard Young Large	128.00	135.00	5.5%	
Henson/Lambton/Young	92.00	96.00	4.3%	
Meeting rooms	41.00	45.00	9.8%	
e. Evenings/Weekend room charges				
Rates for others - per hour				
Richard Young Large	56.00	60.00	7.1%	
Henson/Lambton/Young	46.00	50.00	8.7%	
Rates for others - per half day				
Richard Young Large	150.00	158.00	5.3%	
Henson/Lambton/Young	110.00	117.00	6.4%	
Rates for others - per full day				
Richard Young Large	310.00	330.00	6.5%	
Henson/Lambton/Young	255.00	265.00	3.9%	
<b>12. Fenland Hall, March</b>				
a. Room Hire - per morning or afternoon session				
(i) Council Chamber	63.10	66.38	5.2%	
(ii) Other Rooms	27.70	29.14	5.2%	
(ii) Supplement for use - after 6.30pm	27.70	29.14	5.2%	
- on Saturdays and Sundays	66.35	69.80	5.2%	
- tea/coffee (minimum charge)	11.10	10.00	-9.9%	
- tea/coffee/biscuits (per head)		1.50		
- tea/coffee (per head)		1.00		
In respect of Parish Councils, Association of Local Councils, and approved charities, free of charge, but supplementary charges apply as appropriate				

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>1. Licences and Certificates</b>				<b>£300</b>
a. Unfit Food Certificates				
(i) - per hour inclusive of travelling expenses	72.00 (n)	72.90 (n)	1.3%	
(ii) - minimum charge	39.00 (n)	39.50 (n)	1.3%	
b. Export Certificates	70.35 (n)	73.20 (n)	4.1%	
c. Acupuncture/Cosmetic piercing/Electrolysis/Semi-permanent skin colouring				
(i) - Licence fee	140.70 (n)	146.30 (n)	4.0%	
(ii) - renewal/transfer/variation	39.00 (n)	40.60 (n)	4.1%	
<b>2. Stray Dogs</b>				
Return of Stray Dog - includes statutory fee of £25.00	34.00 (n)	35.50 (n)	4.4%	
plus kennelling fee - per day or part thereof	9.65 (n)	10.00 (n)	3.6%	
<b>3. Training Courses</b>				
CIEH Foundation (Level 2) (Food Safety; Health & Safety; Healthier Foods/Special Diets) (* Multiple course bookings - any second Level 2 course booked at the same time is discounted by 50%)	58.00 (e)	58.00 (e)	0.0%	
Level 3 Per module	58.00 (e)	58.00 (e)	0.0%	
Level 3 Full course	154.20 (e)	154.20 (e)	0.0%	
*CIEH Level 2 Refresher, COSHH; Risk Assessment; Manual Handling (* Multiple course bookings - any second of these courses booked at the same time is discounted by 10%)	36.90 (e)	38.50 (e)	4.3%	
<b>4. Process Authorisation Fees</b>				
a. Application fees				
Standard	1,579.00 (n)	1,579.00 (n)	0.0%	
Reduced Fee Activities	148.00 (n)	148.00 (n)	0.0%	
b. Annual Subsistence Charge				
Standard Process (Low)	739.00 (n)	739.00 (n)	0.0%	
Reduced Fee Activity (Low)	76.00 (n)	76.00 (n)	0.0%	
PVR 1 & 11 combined	108.00 (n)	108.00 (n)	0.0%	
Mobile Plant (Low)	618.00 (n)	618.00 (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 (wef 01.01.11)</b>				
Per Vessel				
Up to 1,000	70.00 (n)	73.00 (n)	4.3%	
1,001 - 3,000	105.00 (n)	110.00 (n)	4.8%	
3,001 - 10,000	160.00 (n)	166.50 (n)	4.1%	
10,001 - 20,000	210.00 (n)	220.00 (n)	4.8%	
20,001 - 30,000	265.00 (n)	275.00 (n)	3.8%	
Over 30,000	320.00 (n)	333.00 (n)	4.1%	
<b>7. Private Water Supply Regulations 2009</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%	
<b>8. Burial Grounds</b>				<b>£8,500</b>
a. Interment Fee for Residents				
Monday to Friday excluding Bank Holiday				
(i) a still-born or any child under one month of age	124.00 (n)	130.00 (n)	4.8%	
(ii) any child whose age at the time of death exceeds one month, but does not exceed twelve years (Childrens Section);	213.00 (n)	223.00 (n)	4.7%	
(iii) any person whose age is over 12 years (Lawn Area)	420.00 (n)	440.00 (n)	4.8%	
(iii) any person whose age is over 12 years (Traditional Area)	535.00 (n)	560.00 (n)	4.7%	
For the interment of cremated remains.	162.00 (n)	170.00 (n)	4.9%	
Saturday, Sunday or Bank Holiday				
(i) a still-born or any child under one month of age	184.00 (n)	193.00 (n)	4.9%	
(ii) any child whose age at the time of death exceeds one month, but does not exceed twelve years (Childrens Section);	319.00 (n)	335.00 (n)	5.0%	
(iii) any person whose age is over 12 years (Lawn Area)	630.00 (n)	660.00 (n)	4.8%	
(iii) any person whose age is over 12 years (Traditional Area)	795.00 (n)	835.00 (n)	5.0%	
For the interment of cremated remains.	241.00 (n)	255.00 (n)	5.8%	

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>b. Interment Fee for Non Residents</b>				
Monday to Friday excluding Bank Holiday				
(i) a still-born or any child under one month of age	186.00 (n)	195.00 (n)	4.8%	
(ii) any child whose age at the time of death exceeds one month, but does not exceed twelve years (Childrens Section);	319.00 (n)	335.00 (n)	5.0%	
(iii) any person whose age is over 12 years (Lawn Area)	630.00 (n)	660.00 (n)	4.8%	
(iii) any person whose age is over 12 years (Traditional Area)	795.00 (n)	835.00 (n)	5.0%	
For the interment of cremated remains.	243.00 (n)	255.00 (n)	4.9%	
Saturday, Sunday or Bank Holiday				
(i) a still-born or any child under one month of age	276.00 (n)	290.00 (n)	5.1%	
(ii) any child whose age at the time of death exceeds one month, but does not exceed twelve years (Childrens Section);	478.00 (n)	500.00 (n)	4.6%	
(iii) any person whose age is over 12 years (Lawn Area)	945.00 (n)	990.00 (n)	4.8%	
(iii) any person whose age is over 12 years (Traditional Area)	1,193.00 (n)	1,250.00 (n)	4.8%	
For the interment of cremated remains.	358.00 (n)	375.00 (n)	4.7%	
<b>c. Cemetery Safety</b>				
Cemetery safety fee (Added to every Internment)	25.00 (n)	26.00 (n)	4.0%	
<b>d. Exclusive Rights of Burial in an Earthen Grave for Residents</b>				
Transfer of Ownership (Interment of ER Holder)	30.00 (n)	31.50 (n)	5.0%	
Transfer of Ownership	60.00 (n)	63.00 (n)	5.0%	
6 ft. x 3 ft. Childrens Plot	216.00 (n)	226.00 (n)	4.6%	
9 ft. x 4 ft. Adult Plot (Lawn Area)	425.00 (n)	446.00 (n)	4.9%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	600.00 (n)	630.00 (n)	5.0%	
Cremated remains, size 2ft x 2ft	117.00 (n)	123.00 (n)	5.1%	
<b>e. Exclusive Rights of Burial in an Earthen Grave for Residents when choosing the plot</b>				
6 ft. x 3 ft. Childrens Plot	291.00 (n)	305.00 (n)	4.8%	
9 ft. x 4 ft. Adult Plot (Lawn Area)	500.00 (n)	525.00 (n)	5.0%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	675.00 (n)	708.00 (n)	4.9%	
Cremated remains, size 2ft x 2ft	193.00 (n)	202.00 (n)	4.7%	
<b>f. Exclusive Rights of Burial in an Earthen Grave for Residents Premium Plots (includes choosing)</b>				
9 ft. x 4 ft. Adult Plot (Lawn Area)	1,020.00 (n)	1,071.00 (n)	5.0%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	1,200.00 (n)	1,260.00 (n)	5.0%	
Cremated remains, size 2ft x 2ft	295.00 (n)	310.00 (n)	5.1%	
<b>g. Exclusive Rights of Burial in an Earthen Grave for Non Residents</b>				
Transfer of Ownership (Interment of ER Holder)	30.00 (n)	31.50 (n)	5.0%	
Transfer of Ownership	60.00 (n)	63.00 (n)	5.0%	
6 ft. x 3 ft. Childrens Plot	323.00 (n)	339.00 (n)	5.0%	
9 ft. x 4 ft. Adult Plot (Lawn Area)	635.00 (n)	665.00 (n)	4.7%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	900.00 (n)	945.00 (n)	5.0%	
Cremated remains, size 2ft x 2ft	176.00 (n)	185.00 (n)	5.1%	
<b>h. Exclusive Rights of Burial in an Earthen Grave for Non Residents when choosing the plot</b>				
6 ft. x 3 ft. Childrens Plot	430.00 (n)	450.00 (n)	4.7%	
9 ft. x 4 ft. Adult Plot (Lawn Area)	740.00 (n)	775.00 (n)	4.7%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	1,002.00 (n)	1,050.00 (n)	4.8%	
Cremated remains, size 2ft x 2ft	290.00 (n)	305.00 (n)	5.2%	
<b>i. Exclusive Rights of Burial in an Earthen Grave for Non Residents Premium Plots (includes choosing)</b>				
9 ft. x 4 ft. Adult Plot (Lawn Area)	1,249.00 (n)	1,310.00 (n)	4.9%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	1,510.00 (n)	1,585.00 (n)	5.0%	
Cremated remains, size 2ft x 2ft	390.00 (n)	410.00 (n)	5.1%	
<b>j. Exhumation of Coffin - minimum charge</b>	815.00 (n)	855.00 (n)	4.9%	
<b>k. Exhumation of Cremated remains - minimum charge</b>	315.00 (n)	330.00 (n)	4.8%	
<b>l. 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	76.00 (n)	95.00	VAT + 5.0%	
Single Memorial headstone not exceeding 3 ft. in height on single plinth - Adult	143.00 (n)	180.00	VAT + 5.9%	
Single Memorial headstone not exceeding 3 ft. in height on double plinth - Adult	214.50 (n)	270.00	VAT + 5.9%	
Memorial headstone not exceeding 3 ft. in height - Children (Lawn Area)	122.00 (n)	153.60	VAT + 5.9%	
Kerb surround &/or Flatstone Adults Plot 9 ft x 4 ft (Traditional Area)	250.00 (n)	314.40	VAT + 5.8%	
Kerb surround &/or Flatstone (Double Plot) Adult Plot 9 ft x 4 ft (Traditional Area)	500.00 (n)	630.00	VAT + 6.0%	
Kerb surround &/or Flatstone Children's Plot 6 ft x 3 ft (Traditional Area)	122.00 (n)	153.60	VAT + 5.9%	
Single Vase - Not exceeding 10" in diameter and 8" in height	60.00 (n)	75.60	VAT + 6.0%	
Single Tablet - 18" x 18" with or without Vase on any single grave or cremation	154.00 (n)	193.20	VAT + 5.5%	
Double Tablet - 42" x 18" with or without Vase on any double grave or cremation	231.00 (n)	290.00	VAT + 5.5%	
Note A vase without any inscription does not require an exclusive rights				

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>m. Lease of Columbarium Vault: Sanctum 2000</b>				
Wisbech Garden of Rest, Eastwood Cemetery March, New Road Cemetery Chatteris				
5 Years inc Tablet, 80 letters and 1st placement of cremated remains	700.00 (n)	882.00	VAT + 6.0%	
10 Years inc Tablet, 80 letters and 1st placement of cremated remains	950.00 (n)	1,196.40	VAT + 5.9%	
20 Years inc Tablet, 80 letters and 1st placement of cremated remains	1,450.00 (n)	1,826.40	VAT + 6.0%	
Second placement of cremated remains	50.00 (n)	63.00	VAT + 6.0%	
5 Year top up to maintain 20 year lease period	250.00 (n)	314.40	VAT + 5.8%	
Renewal of lease for each 5 years, retaining original tablet	250.00 (n)	314.40	VAT + 5.8%	
Additional Letters (Per Letter)	2.50 (n)	3.12	VAT + 4.8%	
Replacement Tablet including 80 Letters	135.00 (n)	169.20	VAT + 5.3%	
<b>n. Mount Pleasant Cemetery Wisbech</b>				
Hire of Chapel - Standard Fee	85.00 (n)	95.00 (n)	11.8%	
<b>o. Grave Space Maintenance</b>				
Lawn Areas - Headstones washed & cleaned in Dec, March, June & Sept each year	200.00 (n)	210.00 (n)	5.0%	
Traditional Areas - Single maintained as above incl removal of vegetation & clean s	250.00 (n)	262.00 (n)	4.8%	
Traditional Areas - Double maintained as above incl removal of vegetation & clean s	450.00 (n)	472.00 (n)	4.9%	
<b>p. Burial Information</b>				
Internment information & historical records - per plot	22.00 (n)	23.50 (n)	6.8%	
Internment information & historical records - each additional plot	5.25 (n)	5.50 (n)	4.8%	
Internment information & historical records - accompanied on site - per plot	52.00 (n)	54.50 (n)	4.8%	
Internment information & historical records - accompanied on site - each additional plot	31.00 (n)	32.50 (n)	4.8%	
<b>q. Cemetery Keys</b>				
a. Provision of security coded keys for access to cemeteries	15.00 (n)	15.75 (n)	5.0%	
<b>r. Benches</b> New base, plaque & Teak seat/bench				
	POA (n)	POA (n)		
<b>s. Trees</b> Purchase, planting, Plaque & maintenance				
	POA	POA		
<b>9. Commercial Waste (Standard Prices)*</b>				
a. per sack or equivalent	1.50 (n)	1.80 (n)	20.0%	£8,500 (net of disposal costs)
b. Wheeled Bins** - 240 litre	294.58 (n)	350.00 (n)	18.8%	
360 litre	318.75 (n)	380.00 (n)	19.2%	
660 litre	463.75 (n)	550.00 (n)	18.6%	
1,100 litre	670.83 (n)	795.00 (n)	18.5%	
** subject to any change in legislation, prices apply to all collections; including charities & municipal waste				
c. Paper & Cardboard Recycling per sack	1.04 (n)	1.25 (n)	20.2%	
Wheeled Bins 240 litre	105.83 (n)	118.00 (n)	11.5%	
360 litre	117.50 (n)	130.00 (n)	10.6%	
660 litre	211.67 (n)	235.00 (n)	11.0%	
1,100 litre	355.00 (n)	395.00 (n)	11.3%	
* Introductory offers, multiple service & similar rates may be applied by Head of Service (excluding sack services)				
<b>10. Bulky Household Waste</b>				
Transportation of up to a maximum of 4 items per visit including fridges (minimum charge)	21.65 (n)	21.65 (n)	0.0%	
(i) Each household item above 4 items including fridges	12.00 (n)	12.00 (n)	0.0%	
Corporate Director has discretion to waive charge in ccases of severe hardship				
<b>11. Domestic Bin Provision</b>				
Replacement 240Ltr Bins Green, Brown or Blue				£800
a. Per unit 240 litre	22.65 (n)	23.75 (n)	4.9%	
<b>Provision of Bins</b>				
b. Supply 3 x 240lt wheeled bins to individual new or renovated property	60.00 (n)	63.00 (n)	5.0%	
c. Supply 1 x 600lt or 1100lt domestic wheeled bin to new multiple occupancy prop	160.00 (n)	188.00 (n)	17.5%	
<b>12. Kitchen Caddies</b>				
Kitchen caddy kit (caddy plus 50 paper sack liners)	4.40	4.95	12.5%	£1,000
Paper sack liners (50)	2.40	2.70	12.5%	
Paper wheeled bin liners (3)	1.60	1.80	12.5%	
<b>13. Clinical Waste</b>				
a. Tiger sacks (each)	7.20	7.20	0.0%	
b. Yellow sacks (each)	8.80	8.80	0.0%	
c. 4.5 litre sharps container (each)	23.35	23.35	0.0%	
d. 6.5 litre sharps container (each)	27.10	27.10	0.0%	
e. 11.5 litre sharps container (each)	38.40	38.40	0.0%	
f. Fempak(over 5)	31.50	31.50	0.0%	
g. Fempak (under 5)	38.80	38.80	0.0%	
h. Consignment Note charge per collection *		19.50	New charge	
* charged per note where customer identifies waste as consigned				



Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>14. Public Conveniences</b>				
a. Sale of RADAR keys	3.25 (z)	3.25 (z)	0.0%	
b. Toilet entrance fee (where facilities allow for charging)		0.20 (n)	New charge	£7,500
<b>15. Markets</b>				£1,000
<b>Licensees - Full Charge</b>				
a. Wisbech	15.50 (e)	N/A		
- Saturday market (per 3m x 3m space)				
- Thursday market (per 3m x 3m space)	13.85 (e)	N/A		
b. March (per 3m x 3m space)	11.00 (e)	11.20 (e)	1.8%	
c. Chatteris (per 3m x 3m space)	11.00 (e)	11.20 (e)	1.8%	
d. Whittlesey (per 3m x 3m space)	8.25 (e)	8.45 (e)	2.4%	
Discount given for bankers order payments	7.0%	6.75%		
<b>Casual Traders</b>				
Additional seasonal premium will be added to all casual fees ( Seasonal Premium 1 Sept to 31 December )	0.80 (e)	1.00 (e)	25.0%	
a. Wisbech	19.20 (e)	N/A		
- Saturday market (per 3m x 3m space)				
- Thursday market (per 3m x 3m space)	17.55 (e)	N/A		
b. March (per 3m x 3m space)	14.70 (e)	15.10 (e)	2.7%	
c. Chatteris (per 3m x 3m space)	14.70 (e)	15.10 (e)	2.7%	
d. Whittlesey (per 3m x 3m space)	11.95 (e)	12.35 (e)	3.3%	
<b>Markets - Non Market Days</b>				
<b>Trading on Wisbech Market Place on Non - Market Days (inc Fridays)</b>				
- Licensees (per 3m x 3m space)	13.85 (e)	N/A		
- Casual (per 3m x 3m space)	17.55 (e)	N/A		
<b>Trading on Chatteris Market Place on Non - Market Days (Tuesdays only)</b>				
- Licensees (per 3m x 3m space)	8.25 (e)	8.65 (e)	4.8%	
- Casual (per 3m x 3m space)	11.95 (e)	12.35 (e)	3.3%	
<b>Note:- For all markets extra space is sold pro-rata to the above charges</b>				
<b>Charity Stall at March on Saturdays</b> (no stall provided on other days or markets)	free	free		
<b>16. Fairs</b>				£500
a. Chatteris	495 (e)	510 (e)	3.0%	
- Summer				
- Additional fair	345 (e)	355 (e)	2.9%	
b. March	2,030 (e)	2,090 (e)	3.0%	
- Statute				
- Statute - additional ride space	170 (e)	175 (e)	2.9%	
- Spring	1,080 (e)	1,113 (e)	3.1%	
c. Whittlesey	345 (e)	355 (e)	2.9%	
- Summer				
- Autumn	345 (e)	355 (e)	2.9%	
- Spring	345 (e)	355 (e)	2.9%	
d. Wisbech	3,175 (e)	3,268 (e)	2.9%	
- Statute				
- Mart	6,805 (e)	7,010 (e)	3.0%	
<b>17. "Four Seasons Events"</b>				
Charges for the events in Wisbech, Whittlesey, Chatteris & March are to be agreed in consultation with the partners				

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>Note :</b> VAT at the standard rate is deducted from charges for 10 or more hirings of pitches and facilities if payment is made in advance, subject to there being no refund for matches not played. Charges for additional matches are at the full rate				
<b>16. Bowls at:</b> <b>The Park, Wisbech and Manor Field, Whittlesey</b> <b>General Public Admissions</b>				
a. per hour or part thereof				
(i) Adults	1.35	1.35	0.0%	
(ii) Seniors and Juniors	0.80	0.80	0.0%	
b. season tickets				
(i) Adults	40.95	40.95	0.0%	
(ii) Seniors and Juniors	15.95	15.95	0.0%	
(iii) Lockers	1.35	1.35	0.0%	
<b>Bowls Club</b> - per person per match				
a. Adults	2.25	2.25	0.0%	
b. Seniors and Juniors	1.30	1.30	0.0%	
<b>17. Tennis at:</b> <b>The Park, Wisbech and Manor Field, Whittlesey</b> <b>General Public Admissions</b> - per court per hour or part thereof				
a. Adults	5.75	5.75	0.0%	
b. Seniors and Juniors	3.00	3.00	0.0%	
<b>18. Football Pitches and Changing Facilities</b>				
<b>Hire of Pitch</b> - per match				
a. all grounds (excluding Manor Leisure Centre)	22.80	22.80	0.0%	
b. Manor Leisure Centre (including changing)	44.25	44.25	0.0%	
c. excluding marking of pitch	26.55	26.55	0.0%	
<b>Hire of changing facilities</b> - per match				
a. The Park, Wisbech	12.55	12.55	0.0%	
b. Other playing fields in March	No Charge	No Charge		
Charges are reduced by 50% for Junior Teams				
<b>19. Hire Permits</b> FDC Licenced Premises				
a. Events for each full single day, with up to 499 people attending at any one time, with or without a licensable activity.				
weekdays & Saturdays	68.00	71.00	4.4%	
Sundays & bank holidays	113.00	118.00	4.4%	
b. Events for each full single day, with 500 & 4,999 people attending at any one time, with or without a licensable activity.				
weekdays & Saturdays	193.00	200.00	3.6%	
Sundays & bank holidays	236.00	245.00	3.8%	
c. Events for each full single day, with over 5,000 people attending at any one time, with or without a licensable activity.				
weekdays & Saturdays	on application	on application		
Sundays & bank holidays	on application	on application		
d. Any Commercial Events	on application	on application		

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>1. <u>One Stop Shops</u></b>  a. Room Hire                      - per morning or afternoon session - per full day	27.70 49.75	29.14 52.34	5.2% 5.2%	

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>1. Travellers Sites</b>				<b>£10,000</b>
- in consultation with Cambs CC	52 wks	52 wks		
a. Newbridge Lane, Wisbech - per pitch per week	73.80 (e)	78.56 (e)	6.4%	
b. Turf Fen, Murrow - per pitch per week	73.80 (e)	78.56 (e)	6.4%	
c. Seadyke Bank, Murrow - per pitch per week	73.80 (e)	78.56 (e)	6.4%	
d. Fenland Way, Chatteris - per pitch per week	73.80 (e)	78.56 (e)	6.4%	
e. Sandbank, Wisbech St Mary - per pitch per week	73.80 (e)	78.56 (e)	6.4%	
2009/10 Breakdown Rent £62.00 Water £5.77 per week				
2010/11 Breakdown Rent £63.50 Water £6.25 per week				
2011/12 Breakdown Rent £67.40 Water £6.40 per week				
2012/13 Breakdown Rent £71.04 Water £7.52 (direct recharge) per week				
<b>2. Homeless Persons</b>				
<b>Creek Road, Hostel</b>	52 wks	52 wks		<b>£1,000</b>
Unit One & Two Daily Rent	7.28 (n)	7.66 (n)	5.2%	
Unit One & Two Daily Service Charge	0.78 (n)	0.82 (n)	5.1%	
Unit Three, Four, Five & Six Daily Rent	6.25 (n)	6.57 (n)	5.1%	
Unit Three, Four, Five & Six Daily Service Charge	0.64 (n)	0.67 (n)	4.7%	
Unit Seven Daily Rent	13.52 (n)	14.23 (n)	5.3%	
Unit Seven Daily Service Charge	2.00 (n)	2.10 (n)	5.0%	
103 & 105 Grounds Avenue, March	84.92 (n)	n/a		
<b>Temporary Accommodation (Leased from Roddons)</b>				<b>£1,500</b>
3 Tithe Road, Chatteris	97.51 (n)	103.73 (n)	6.4%	
58 Burcroft Road, Wisbech	93.78 (n)	99.76 (n)	6.4%	
32 Magazine Close, Wisbech	102.71 (n)	109.26 (n)	6.4%	
2 Hawthorne Avenue, Wisbech	99.55 (n)	105.90 (n)	6.4%	
15 Victoria Place, Wisbech	84.38 (n)	89.76 (n)	6.4%	
40 Osborne Road, Wisbech	80.99 (n)	86.15 (n)	6.4%	
3 West Street, Wisbech	91.24 (n)	97.06 (n)	6.4%	
<b>3. Development Services</b>				
a. <b>Building Control Fees - A detailed breakdown of fees is available from the Building Control department</b>				
b. <b>Planning Fees - these are currently statutory fees. Contact the Planning team for details.</b>				
c. <b>Provision of Documents and Information</b>				
(i) Local Plan (Full)	39.10	41.05	5.0%	
Local Plan (Interim Statement)	13.05	13.70	5.0%	
Town Extract	6.60	6.90	4.5%	
Village Extract	6.60	6.90	4.5%	
(ii) Copy of Planning Decision Notice (per A4 sheet)	0.32	0.34	6.3%	
(iii) Conservation Area Appraisals	13.05	13.70	5.0%	
(iv) Development Briefs	13.05	13.70	5.0%	
(v) Supplementary Planning Guidance, examples are Shop Fronts, Signs and Adverts	13.05	13.70	5.0%	
(vi) 6 x map extracts, planning/building regulation applications	13.05	13.70	5.0%	
(vii) Full Plan CD for Planning	33.20	34.85	5.0%	
d. <b>Other Documents and Plans (Copies and Fax)</b>				
(i) Search fee per 5 minutes	0.00	0.00		
A4	0.32	0.34	6.3%	
A3	0.32	0.34	6.3%	
(ii) Plan prints				
A0	1.15	1.20	4.3%	
A1	0.63	0.66	4.8%	
(iii) Plan negatives - per copy				
A0	32.50	34.10	4.9%	
A1	15.70	16.50	5.1%	
e. <b>Invoicing Charge</b>	9.90	10.40	5.1%	

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>f. Provision of Planning/Building Control and Engineering Information</b>				
<b>Decision notices &amp; completion certificate</b>				
(i) Building Regulations reference number provided	12.95	13.60	5.0%	
(ii) Building Regulations reference number NOT provided	58.55	61.50	5.0%	
<b>Letter of Comfort</b>	38.85	40.80	5.0%	
<b>g. Completion of Questionnaires/Surveys for Commercial Bodies</b>	39.10	41.05	5.0%	
<b>h. Building Control Consultancy - Clerk of Works Per Hour</b>	32.70	34.35	5.0%	
<b>i. Construction Related Specifications/Surveys to Other Authorities</b>	At Cost	At Cost		
<b>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</b>	hourly rate x time	hourly rate x time		
<b>4. CCTV</b>				
<b>Viewing Footage - per hour</b>	49.45	49.45	0.0%	
subject to a minimum charge of	98.90	98.90	0.0%	
External Harddrives - to be supplied to FDC				
per CD	3.75	3.75	0.0%	
per DVD	8.70	8.70	0.0%	
per Video print	1.30	1.30	0.0%	
<b>Subject Access Requests</b>	10.55	10.55	0.0%	
<b>5. Licensing</b>				
<b>a. Part 5 Gambling Act 2005 (wef 01.09.07)</b>				
Initial Registration	40.00 (n)	40.00 (n)	0.0%	
Annual Renewal	20.00 (n)	20.00 (n)	0.0%	
<b>b. Gaming Machines</b>	50.00 (n)	50.00 (n)	0.0%	
<b>c. Gambling Act 2005</b>				
Application fee in respect of provisional statement premises				
Bingo premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Adult gaming centre premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Betting premises (track) licence	950.00 (n)	950.00 (n)	0.0%	
Family entertainment centre premises licence	950.00 (n)	950.00 (n)	0.0%	
Betting premises (other) licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Application fee in respect of other premises				
Bingo premises licence	3,500.00 (n)	3,500.00 (n)	0.0%	
Adult gaming centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (track) licence	2,500.00 (n)	2,500.00 (n)	0.0%	
Family entertainment centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (other) licence	3,000.00 (n)	3,000.00 (n)	0.0%	
Annual fee				
Bingo premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Adult gaming centre premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Betting premises (track) licence	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%	

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
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. Motor Salvage Operators (3 years)	180.00 (n)	180.00 (n)	0.0%	
f. Scrap Metal Dealers (3 years)	120.00 (n)	120.00 (n)	0.0%	
g. Riding Establishments }				
h. Pet Shops }				
i. Animal Boarding Establishments }				
j. Dangerous Wild Animals Act }				
k. Dog Breeders }				
l. Hypnotism Act Licence	40.15 (n)	40.15 (n)	0.0%	
	Recover costs + vet fees	Recover costs + vet fees		
<b>6. Hackney Carriage/Private Hire Licences</b>				
<b>Drivers Licence</b>				
a. Hackney Carriage Licence (new)	70.00 (n)	70.00 (n)	0.0%	
b. Hackney Carriage Licence (renewal)	70.00 (n)	70.00 (n)	0.0%	
c. Private Hire Licence (new)	70.00 (n)	70.00 (n)	0.0%	
d. Private Hire Licence (renewal)	70.00 (n)	70.00 (n)	0.0%	
g. Drivers Assessment	n/a	n/a		
h. Driver knowledge tests	50.00 (n)	50.00 (n)	0.0%	
<b>Vehicle Licence</b>				
a. Hackney Carriage Licence (new & renewals)	115.00 (n)	115.00 (n)	0.0%	
b. Private Hire Licence (new & renewals)	115.00 (n)	115.00 (n)	0.0%	
c. transfer of plate to another vehicle	n/a (n)	n/a (n)		
d. initial test fee	56.40	58.00	2.8%	
<b>Private Hire Operators</b>				
a. initial issue / annual renewal ( 3 cars )	70.00 (n)	70.00 (n)	0.0%	
b. each additional car	10.00 (n)	10.00 (n)	0.0%	
<b>Others</b>				
a. new / broken / lost vehicle plate	32.00 (n)	32.00 (n)	0.0%	
b. damaged/lost driver's I.D. card	20.00 (n)	20.00 (n)	0.0%	
c. Cancellation of test / Re-test fee	36.00	37.00	2.8%	
<b>7. Licensing Act 2003</b>				
a. Premises Licences - Initial Fee				
Band A	100.00 (n)	100.00 (n)	0.0%	
Band B	190.00 (n)	190.00 (n)	0.0%	
Band C	315.00 (n)	315.00 (n)	0.0%	
Band D	450.00 (n)	450.00 (n)	0.0%	
Band E	635.00 (n)	635.00 (n)	0.0%	
b. Premises Licences - Annual anniversary fee				
Band A	70.00 (n)	70.00 (n)	0.0%	
Band B	180.00 (n)	180.00 (n)	0.0%	
Band C	295.00 (n)	295.00 (n)	0.0%	
Band D	320.00 (n)	320.00 (n)	0.0%	
Band E	350.00 (n)	350.00 (n)	0.0%	
c. Personal Licences	37.00 (n)	37.00 (n)	0.0%	
d. Temporary Event Notice	21.00 (n)	21.00 (n)	0.0%	
e. Transfers	23.00 (n)	23.00 (n)	0.0%	
f. Notification of Change of Licensee's details	10.50 (n)	10.50 (n)	0.0%	
g. Application for Copy of Licence	10.50 (n)	10.50 (n)	0.0%	

Description of Charge	2011/12 Charge £	2012/13 Proposed Charge £	% Increase	Estimated Additional Income £
<b>1. Land Charges</b>				
a. Residential Basic Search (Con 29 + LLC 1)	120.00 (n)	120.00 (n)	0.0%	
b. Residential Basic Search (Con 29 + LLC 1) - NLIS Enquiry	108.00 (n)	108.00 (n)	0.0%	
<i>Amount of basic search fee (a + b) paid over to CCC</i>	20.00 (n)	20.00 (n)	0.0%	
c. Commercial Basic Search (Con 29 + LLC 1)	200.00 (n)	200.00 (n)	0.0%	
d. Commercial Basic Search (Con 29 + LLC 1) - NLIS Enquiry	180.00 (n)	180.00 (n)	0.0%	
<i>Amount of basic search fee (a + b) paid over to CCC</i>	20.00 (n)	20.00 (n)	0.0%	
e. Personal Search (Set by Government) * wef 01.01.10	n/a	n/a		
f. LLC1 - Registration only	28.00 (n)	28.00 (n)	0.0%	
g. LLC1 - Registration only - NLIS Enquiries	25.20 (n)	25.20 (n)	0.0%	
h. Part II Enquiries	12.00 (n)	12.00 (n)	0.0%	
<i>Amount of Part II enquiries fee (h) paid over to CCC</i>	9.00 (n)	9.00 (n)	0.0%	
i. Optional Extras	15.00 (n)	15.00 (n)	0.0%	
<i>Amount of Optional Extra fee (i) paid over to CCC</i>	6.38 (n)	6.38 (n)	0.0%	
j. Extra Parcel of Land	15.00 (n)	15.00 (n)	0.0%	
k. Additional information - Further than 10 years previous (per hour)	25.00 (n)	25.00 (n)	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. Sale of agendas</b>				
a. Council Summons	10.55	11.00	4.3%	
b. Planning Agendas	10.55	11.00	4.3%	
c. Cabinet Agendas	10.55	11.00	4.3%	