

AGENDA ITEM NO. 7

OVERVIEW AND SCRUTINY PANEL

Date	28 JANUARY 2013
Title	REVIEW OF FEES AND CHARGES 2013/14

1. PURPOSE/SUMMARY

To review the Council's Fees and Charges for 2013/14 in line with the Budget Strategy agreed by Cabinet on 14 January 2013.

2. KEY ISSUES

- At a separate agenda item, the draft Budget report for 2013/14 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 2013/14.
- 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 for 2013/14 are attached at Appendix A.

The proposals would, at current usage levels, generate further income from fees and charges by an estimated £71,685 (excluding Wisbech Port Statutory fees). This 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 level of savings required.

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 2013/14.

Wards Affected	All
Forward Plan Reference No. (if applicable)	
Portfolio Holder(s)	Cllr Alan Melton, Leader and Portfolio Holder, Policy and Resources Cllr John Clark, Portfolio Holder, Quality Organisation
Report Originator	Mark Saunders (Chief Accountant)
Contact Officer(s)	Rob Bridge, Corporate Director (Finance) Mark Saunders, Chief Accountant
Background Paper(s)	Draft Medium Term Financial Strategy and General Fund Budget 2013/14

1. INTRODUCTION

- 1.1 The Draft Medium Term Financial Strategy and General Fund Budget 2013/14 agreed by Cabinet on 14 January 2013, 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.
- 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 2013/14. The proposals detailed in this report will, overall, meet the income levels included in the January 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 2013/14, 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 2013/14.

- 2.6 Taking into account the principles detailed in 1.2 above, the proposals in Appendix A generally incorporate an increase of around 2.7% (rounded to the nearest 5p) for 2013/14, in line with inflation. Exceptions to this are detailed in the following analysis of the service proposals.

2.7 Detailed service proposals are contained in the following sections together with some commentary explaining the rationale for the proposed charges for 2013/14. 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) and Wharfage Dues (Wisbech only)

- (i) 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, a principle re-iterated by the Department for Transport in a letter to the Council dated 10 January 2012, where they emphasise that there should not be any 'substantial or continuing subsidy from a local authority's general funds to its port'.
- (ii) Within the Draft Budget report are details of the funding deficit of the Pilots' National Pension Fund (PNPF) and this Council's share of this deficit. We have provisionally been notified that our share of the deficit is £1.048m (out of a total shortfall of £186.645m). The PNPF are currently finalising these figures together with a proposed recovery period. Following representations by this Council, the PNPF are currently reviewing the recovery period over which the Council would repay its' share of the deficit. This could be between 10-20 years (subject to negotiation and agreement). The PNPF will finalise these details by the end of January 2013.
- (iii) In accordance with the 'cost-recovery' principle, the Council will be seeking to recover the additional annual payment to the PNPF from the charges levied on ships using the Harbour Authority/Pilotage service. This will impact on the charges levied on ships visiting Wisbech and Sutton Bridge.
- (iv) Until all relevant information from the PNPF is received, it will not be possible to set charges for 2013/14. Without the additional payment to the PNPF, it was anticipated that an inflationary increase would be applied to these charges. However, depending on the agreed deficit recovery period, these fees could increase by between 10% - 15%.
- (v) Consequently, it is proposed that the setting of these fees for 2013/14 be considered by the relevant Portfolio Holders in conjunction with the Corporate Director (Growth & Infrastructure) and the Corporate Director and Chief Finance Officer. Proposed fees will then be considered by Cabinet on 21 February 2013, which will enable the appropriate notice to be given to the Port users for implementation on 1 April 2013, and ensure these are incorporated into the final budget report presented to Cabinet and Council.

3.2 Wisbech Yacht Harbour

- (i) All fees are proposed to increase by inflation together with a rationalisation of the mooring fees structure. In addition, a new fee is proposed for a Marine Service waiting charge related to the boat lifting service to recover the cost of associated staff time.

3.3 Garages

- (i) No increase is proposed in the weekly garage rent as the Council has very few rented garages left, generating a small amount of income. These sites will be marketed for development when tenancies cease.

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

- (i) The range for Mini-factory rentals has been broadened to assist with the letting of certain areas of the estate (vacancies at Venture Court for example).
- (ii) Room hire and rental rates have been aligned for both South Fens and The Boathouse so the price paid at one centre is the same as the other. With the current challenging economic climate, rents have been set at a level which maintains competitiveness.

4. ENVIRONMENT & LEISURE SERVICES

4.1 All fees have generally been increased by inflation except for Process Authorisation Fees which are statutory charges, 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

- (i) The proposed focus for 2013/14 is to raise additional income to cover the costs of managing the 5 Fenland cemeteries each year and to simplify the charges for Interments (burials) and Exclusive Rights (burial plots) to allow for the service to be better marketed to customers.
- (ii) A review of charges made for cemetery services in Fenland against neighbouring authorities, detailed below, demonstrates that there is scope for the proposed increases in interment and exclusive rights fees.

Cemeteries comparison

Fees 2012/13	Fenland		Cambridge		Kings Lynn & West Norfolk		Peterborough	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Adult Interment Lawn Section	£440	£660	£532	£532	£760	£1,520	£602	£1,236
Exclusive Rights of Burial Plot Resident	£446	£665	£525	£1831	£480	£960	£770	£770
Memorial rights	£151	£151	£165	£165	£220	£220	£89	£89
Total	£1,037	£1,476	£1,222	£2,528	£1,460	£2,700	£1,461	£2,095

- (iii) The comparison of basic interment and burial rights fees for 2012/13 demonstrates that there is scope for Fenland to increase charges. Many neighbour authorities charge considerably more for interment services and for burial plots. They also charge non residents twice the standard fees for the burial plot, interment or for both.
- (iv) Fenland's fees are 18% less than the cheapest near neighbour for residents and 42% for non-residents. As a step towards bringing the fees in line with near neighbours, and given that the Cemeteries Service operates at an annual cost to the council, it is proposed to increase fees in excess of inflation in 2013/14 and future years until fees are comparable. Also, it is proposed to include a simplification of the fees structure along with fees for non-residents which are twice those of standard fees.
- (v) Consequently, it is proposed :-
 - o As a one off rise, to increase the price of burial plots and interments this year to allow the service to cover the annual service costs. A typical lawn plot and interment will rise by almost 30%.
 - o That the memorial inspection charge, which is currently added to each burial, be included within the fees for each interment from 2013/14.
 - o That the service of visiting the cemetery with a member of staff to choose a plot become a defined fee of £60.00, which is charged if the service is required.
 - o That charges for burials on weekends and bank holidays are set as being 50% more than the standard resident's interment fees.
 - o That all Premium Plots have a fee set at twice the standard Exclusive Right Fee.
 - o That the charges for non-residents are standardised at a fee which is double the applicable fee for residents.
- (vi) For information, the majority of the current fees for non-residents are around 50 % more than the standard fees, the table above outlines how neighbouring authorities currently charge non-residents. Fees paid by non-residents represent around 25% of the council's cemeteries income this year to date.

4.3 Commercial Waste and Recycling Charges

- (i) This service supports local schools, charitable organisations and businesses and provides them with convenient refuse and recycling services, whilst also performing waste collection services for council premises in a cost effective manner.
- (ii) Disposal costs continue to increase as a result of the landfill tax increasing each year. This has been reflected in the proposed increases to the cost of service provision.
- (iii) Commercial Recycling charges have been reviewed to provide reasonable charges and increases to fees have been proposed for some bin types to recognise increases in costs and a reduction in income from the recyclate collected.

- (iv) Sack services – an increase in individual sack charges to represent the work involved if customers order smaller numbers has been proposed to encourage customers to move to the bulk purchase of sacks. This will reduce time and resources involved in the sale and supply of sacks to customers.
- (v) Charity Shops and Schools – these proposed charges recognise changes in legislation that come in to force in April 2013 where the County Council policy is to continue to pay for disposal, such as schools that are already serviced by FDC.
- (vi) To promote the service locally and retain existing customers, the service provides promotions and retention programmes which represent a maximum of a 20% reduction in the advertised price. These are all time limited offers.

Commercial Refuse Comparison

Per lift 2012/13	Fenland	Kings Lynn & West Norfolk	SCDC	Glazewing	UK Waste
Sack	£1.80	£2.24	£1.45	£2.22	-
240lt	£6.73	£7.77	£3.75	£7.44	£7.16
360lt	£7.30	£9.25	£5.65	£8.57	£8.50
660lt	£10.58	£11.95	£10.00	£11.58	£10.25
1100lt	£15.29	£15.55	£14.00	£14.02	£12.00

- (vii) Current commercial waste services compare favourably with local competition, however rising costs of fuel and refuse disposal will require increases in fees. Increases in fees of around 3% are therefore proposed for commercial waste.

Commercial Recycling Comparison

Per lift 2012/13	Fenland	Kings Lynn & West Norfolk	SCDC	Glazewing	UK Waste
Sack	£1.25	-	-	-	-
240lt	£2.27	£3.00	£3.50	-	£5.50
360lt	£2.50	£3.55	£4.24	-	£6.50
660lt	£4.52	£4.65	£7.79	-	£8.50
1100lt	£7.58	£5.80	£11.08	£6.24	£10.00

- (viii) Current fees compare well to the local competition, although there is strongest competition at the most popular bin size of 1100lt. Current prices reflect the original prices at the inception of this service and need to be modified to reflect reducing income from the recycle collected and weight of material collected.
- (ix) It is proposed to raise these fees by between 50p and £1 per bin lift to reflect the lost revenue. To reflect the competitive market and increased weights of recycling collected in larger bins, the fee increase for 1100 lt bin is proposed to be smaller in relation to those for smaller bins.

4.4 Bulky Household Waste

- (i) The bulky household waste fee has remained the same for 2 years. This year we will perform around 600 collections. It is important to note that at the point of contact the customer is advised of local charities that remove and reuse furniture along with local household waste sites where waste can be taken free of charge.

Bulky Waste Comparison

2012/13 Fees	Fenland	Cambridge	Kings Lynn & West Norfolk	East Cambs.
Cost	£21.65	£33	£16	£20
No. items	4	6	3	3
Average price per item cost	£5.41	£5.50	£5.33	£6.67

- (ii) Current costs compare favourably with neighbour authorities, although the number of items taken differs.
- (iii) It is proposed that this charge be increased by £1.35 to £23.00 for up to 4 items to reflect increases in costs.

4.5 Domestic Bin Provision

- (i) No profit is made from the provision of bins to new properties, this charge reflects the charge of providing and administering the service.
- (ii) It is proposed that these charges are increased from £23.75 to £24.50 for a single bin and from £63.00 to £64.50 for a set of 3 bins to reflect increases in costs.
- (iii) Stolen bins and bins damaged through normal wear and tear continue to be replaced without charge.

4.6 Kitchen Caddies and Sacks

- (i) These remain a popular and useful product that our customers appreciate. The authority makes no profit on the sale of caddies and sacks. The proposed increase in prices reflects the increases experienced as a result of paper and plastic costs rising.

4.7 Commercial Clinical Waste Charges

- (i) It is proposed that to aid customer retention and future customer growth the prices of our clinical waste services will remain fixed for the coming year. To promote the service locally and retain existing customers the service provides, promotions and retention programmes which represent a maximum of a 20% reduction in the advertised price. These are all time limited offers.
- (ii) The clinical waste service will be reviewed this coming year to ensure the service is cost effective.

4.8 Leisure Services

(i) Summary

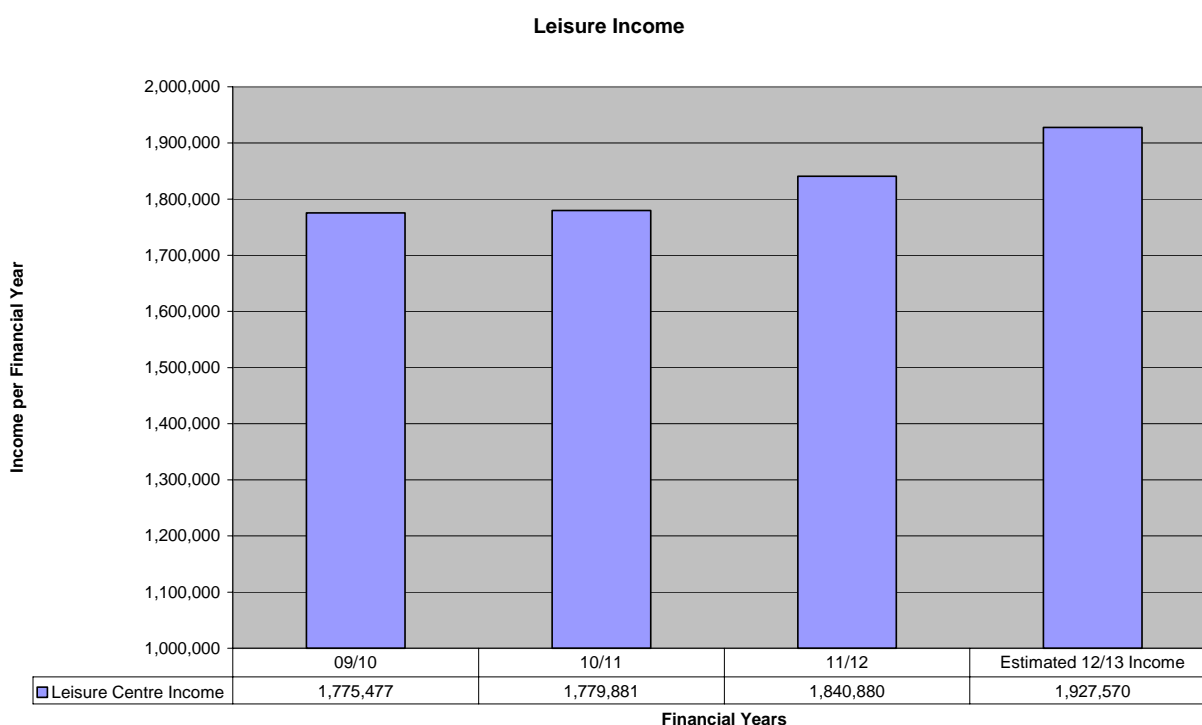
- Fenland operates four leisure centres, with Chatteris Leisure Centre being a newly opened gym and dance studio expanding the business into a new town. Attendances are approximately 550,000 paying visits per year.
- Initial indications from the first few months of operating in Chatteris are positive with over 400 members already signed up to the membership.
- There is spare capacity in each of the facilities to accommodate more users during the daytime, peak time usage is at capacity in most gyms and dance studios.
- The leisure service is a discretionary service, provided by the Council for the benefit of the community delivering a 'quality, customer focused service which maximises income.'
- The leisure service is positioning itself on a more commercial footing with the development of a new strategy, adopting principles used by the private sector to achieve improved financial performance.
- Customer feedback indicates that customers are generally pleased with the service that they receive and are happy to recommend the service to a friend or colleague.

(ii) Budget Position

Fees and charges levied for use of the leisure centres contribute towards reducing the net cost of providing the service. The net position is a deficit, however in recent years the cost of running the centres has been reduced considerably.

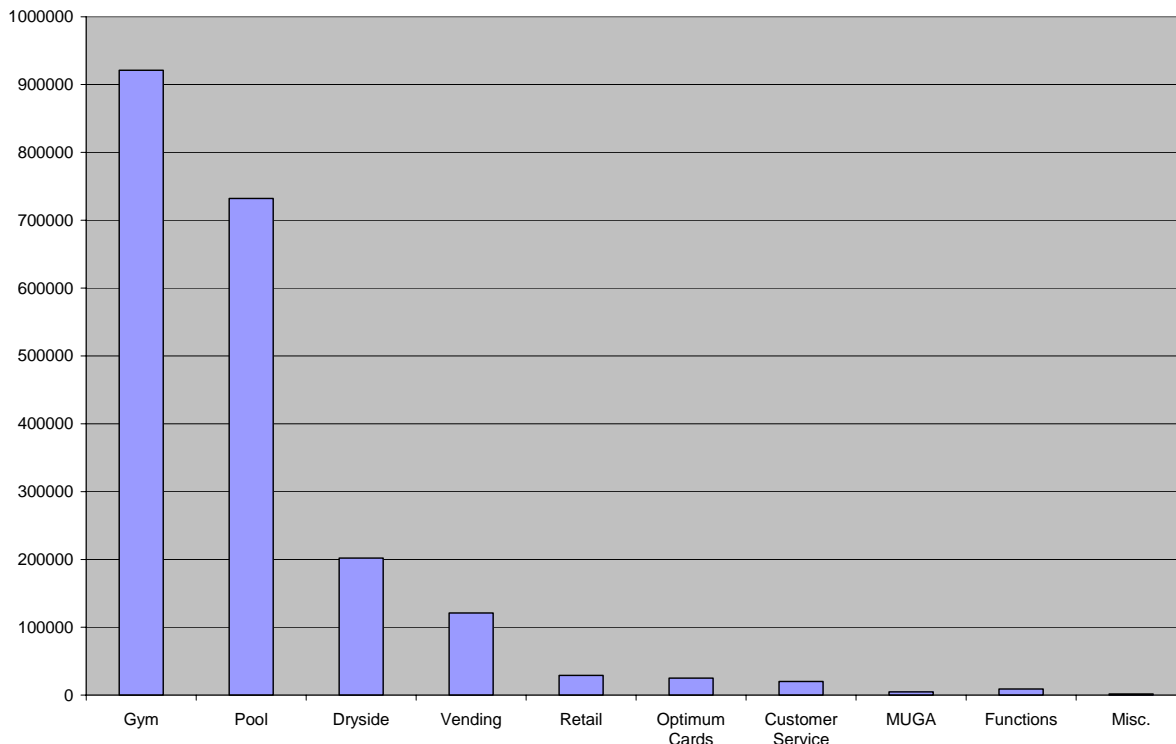
(iii) Income Trends

The chart below illustrates the income position of the business over the past few years and highlights that, despite the economic downturn, the service income levels are being maintained. Income in 2012 / 2013 is expected to be £87,000 higher than 2011/ 2012 reflecting the investment in the leisure centres.

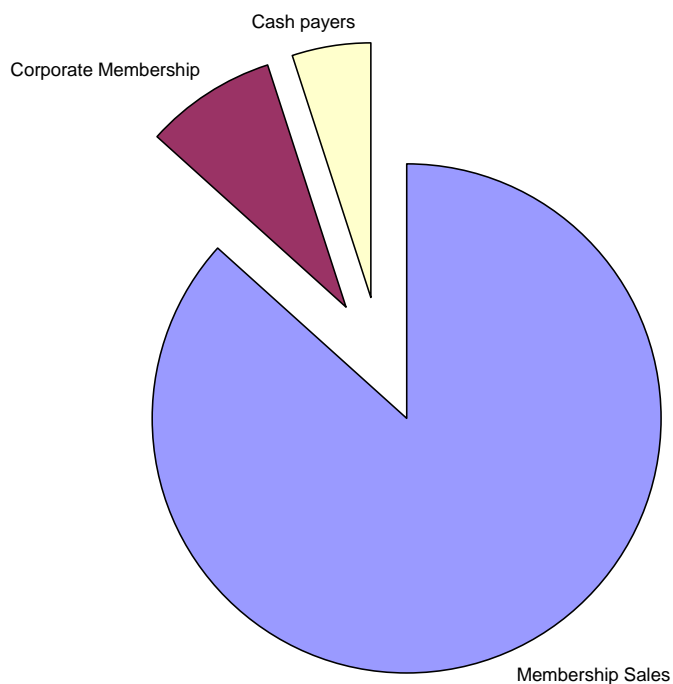


Whilst the service provides many activities, from a sensory room for disabled people to outdoor tennis courts, the bulk of revenue stems from swimming pool and gym income; this is demonstrated and further broken down in the following charts:

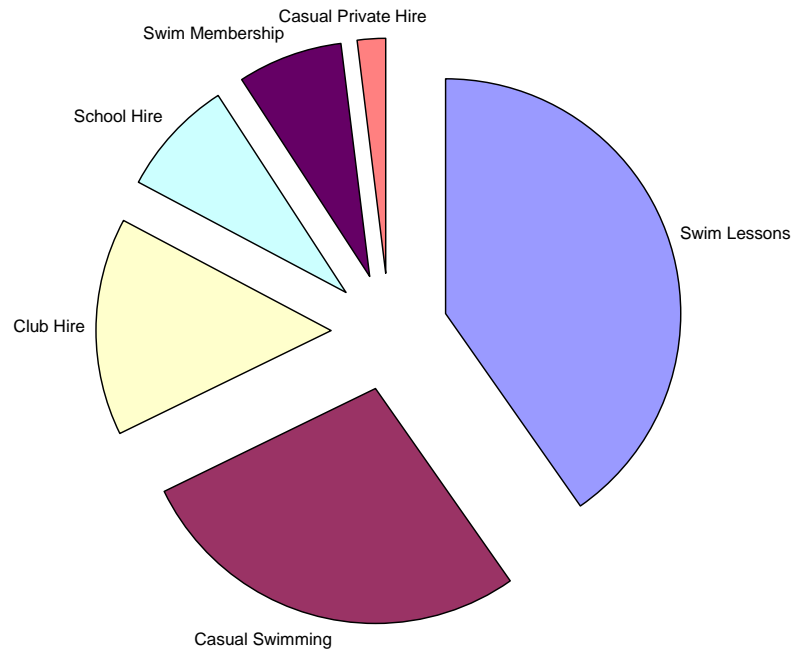
Leisure Centre Income Breakdown - Calendar Year 2012



Gym Income Analysis



Pool Income Split



It is clear from these charts that focusing on income from the gym membership, swimming lessons and casual swimming is essential to maintaining the revenue income stream from the leisure service.

(iv) **Leisure Services Pricing**

The current economic climate and market trends within the leisure sector makes, for most products, an increase in prices above inflation unlikely to realise any increased income. With leisure being a discretionary spend, increases to prices may affect the purchase decision of the customer. The following table demonstrates that prices are at the market rate for similar services offered in the neighbouring area.

A comparison of key leisure activities is shown below. This data highlights that the Council's leisure fees are higher than the average. The table below puts the Council's monthly direct debit fees in context with other providers.

Fees charged by the Council are generally at a similar rate as local authority neighbours. There is a variance in what private operators charge due to the difference in products. Private operators do not generally publish prices, so obtaining their pricing information is problematic.

An inflationary increase is considered appropriate with the exception of football pitch hire, casual gym usage and fitness classes all of which are currently cheaper than other providers. An above inflation increase is recommended for these products.

	Fenland District Council	Huntingdonshire District Council	Kings Lynn & West Norfolk Borough Council	Leisure Connection Stamford & Spalding	Vivacity, Peterborough	Alpine Fitness (no pool or fitness classes)	Oliver Cromwell Hotel (no fitness classes)	TruGym, P'boro (no pool, limited classes)	13 Fitness, Kings Lynn (no pool, limited classes)	Lakeside Lodge, Pidley No pool or classes
Headline monthly direct debit membership	£39.50	£39.00	£39.80	£36.50	£36	£40	£40	£18.99	£27	£25
Cash Gym Entry	£6.50	£7.50	£5.60	£6.15	£5.50	N/A	£8.00	N/A	£5.00	£7.00
Fitness Class	£5.60	£5.50	£4.90	£5.10	£5.50	N/A	N/A	Instruct or set	N/A	N/A
Headline monthly direct debit swim only	£26.00	£27.50	£19.90	£19.50	N/A	N/A	£25.00	N/A	N/A	N/A
Casual Swimming	£3.70	£3.50	£3.25	£4.40	£4.40	N/A	N/A	N/A	N/A	N/A
Pool Hire	£76.50			£165		N/A	N/A	N/A	N/A	N/A
Badminton Court Hire	£10.00	£8.50	£9.95	N/A	£11.00	N/A	N/A	N/A	N/A	N/A
Football Pitch	£42.70	£46.00	£51.10	N/A	£58.00	N/A	N/A	N/A	N/A	N/A
Soft Play	£3.50	£3.80	£4.70	N/A	N/A	N/A	N/A	N/A	N/A	N/A

[Similar local authority facilities] [Private leisure facilities]

(v) **Leisure memberships**

As highlighted earlier by the gym income analysis chart, the bulk of leisure service income stems from leisure memberships. Market analysis indicates that there is little scope to further increase the cost of monthly memberships above inflation without the risk of losing members to other facilities or them dropping out of leisure altogether. The key to maintaining membership revenue levels is retaining customers for longer.

A membership trial has been running where customers are able to sign up for a 6 month period and in return for this commitment receive a discount every month. This trial has proved very successful, with it out-performing traditional monthly memberships 4 to 1. Following this success, it is recommended that this form of membership is formally adopted in the permanent fees and charges structure.

Further discussion with customers indicates that a 12 month membership would also be attractive and is common in the leisure industry. It is recommended that the current membership schemes are adjusted to reflect:

- Monthly users full price
- Monthly 6 month plan full price discounted by £4 / month
- Monthly 12 month plan full price discounted by £6 / month

Each of these schemes will be split into both concession and standard price sets, as well as a joint (2 members living at the same address) version of the three memberships. Other membership schemes will be removed from the price structure.

This change ensures that customers have a good choice of options and that the leisure team is able to explain the membership clearly to all customers. As part of the roll-out of this change a 'Beat the Increase' promotion will be run highlighting that customers have several pricing options - including the 12 month plan that allows them to continue at the 2012/13 price level.

Over the coming year, the service will continue to look at different ways of improving customer retention and lengthening membership and consider further innovative membership trials.

It is recommended that the three monthly payment options are adopted together with removal of other membership schemes, with the exception of the corporate monthly scheme.

(vi) **Casual (cash paying) gym users**

Feedback from members who have left over recent months indicates that a key reason for leaving is that the gyms get too busy in the evenings. Solutions are limited, with the expansion of the current facilities not possible in the short term. One solution is to alter capacity during peak times by restricting access to pre-paid members only. This will also have the advantage of reducing levels of queuing at reception.

By restricting casual (cash paying) usage of gym facilities to off-peak times only, capacity would be increased in the gyms at the busiest periods.

It is recommended that casual gym users be restricted to off peak weekday (prior to 4.30pm) and weekend use of the gyms.

(v) **Summary of Financial Effects**

If attendances are maintained at the current levels, the adjustments proposed above and in Appendix A will increase the income of the service by approximately £47,725.

5. **RESOURCES & CUSTOMER SERVICES**

- 5.1 Room hire charges at the One Stop Shops are proposed to increase by inflation. A small amount of income is generated from these charges.

6. **HOUSING, ECONOMIC & COMMUNITY DEVELOPMENT**

6.1 **Travellers Sites**

- (i) The Council operates and manages these sites on behalf of Cambridgeshire County Council (who owns them). No increase in site rents are proposed as the income from these currently exceed operating costs. Any surplus generated from these rents are re-invested in the sites in accordance with the management arrangements agreed with Cambridgeshire County Council.

6.2 **Homeless Persons Accommodation**

- (i) No increase in rents at Creek Road Hostel are proposed as it is considered that current rent levels reflect the standard of facilities offered.

- (ii) Increase in rents of 3.1% + £2 at the temporary accommodation properties (leased from Roddons) are proposed, in accordance with the lease agreement. This mirrors the increase for the rest of Roddons' properties.

6.3 Building Control

- (i) 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. No increases are considered necessary as current charges are at a level to cover costs.

6.4 Planning Fees

- (i) These fees are set by government. Following four years of no increases, these fees were increased by 15% with effect from 22 November 2012. No further increases are planned for 2013/14.
- (ii) Ancillary charges have been increased by inflation.

6.5 CCTV

- (i) No increase in these charges are proposed. Very limited income is generated from these charges.

6.6 Licensing

- (i) Licensing Fees issued under the Licensing Act 2003 and Gambling Act 2005 are set by government and no increases are proposed for 2013/14.
- (ii) It is proposed that Hackney Carriage/Private Hire Licences are increased by inflation.

7. POLICY & GOVERNANCE

7.1 Land Charges

- (i) No increase is proposed, as the current fees are at a level which covers costs and maintains competitiveness.

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

7.2 Electoral Registration

- (i) These fees are set by government and no further increases are planned for 2013/14.

8. **FINANCIAL SUMMARY**

- 8.1 The proposals in sections 3-7 above and Appendix A would, at current usage levels, generate further income from fees and charges by an estimated £71,685. (This figure excludes Wisbech Port Statutory fees as detailed in para. 3.1). This would, in overall terms, meet the income levels already included in the draft budget report for 2013/14. Any reduction in the level of increases proposed will increase the pressure on the level of savings required.
- 8.2 The total estimated fees and charges which will be included in the final budget report for 2013/14, takes into account the agreed level of fees together with estimated usage/activity levels.

Proposed 2013/14 Fees and Charges - with effect from 1 April 2013

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: from 04.01.11 20%

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
PORT OF WISBECH AUTHORITY (NENE PORTS) FEES & CHARGES				
1. Harbour and Light Dues		Tbc		
a. To Wisbech - per G.T.	0.428 (z)			
b. To Sutton Bridge - per G.T.	0.357 (z)			
Oil Spill Prevention Charge - per ship per visit	16.30			
2. Conservancy Dues		Tbc		
a. To Wisbech - per G.T.	0.310 (z)			
b. To Sutton Bridge - per G.T.	0.310 (z)			
3. Wharfage Dues (Wisbech Only)		Tbc		
(i) Steel & Iron products - per tonne	0.434 (z)			
(ii) Timber (Deals, battens, boards etc) - per cu.m.	0.445 (z)			
(iii) Timber (Plywood, hardboard etc) - per cu.m.	0.562 (z)			
(iv) Grain, Animal Feeds - per tonne	0.410 (z)			
(v) Fertilisers, Sand, Salt - per tonne	0.503 (z)			
(vi) Aggregates - per tonne	0.503 (z)			
(vii) Bricks, Scrap Metal - per tonne	0.434 (z)			
Others by arrangement				
(viii) ISPS Charge - per ship per visit	28.44 (z)			
4. Pilotage and Boarding & Landing Dues		Tbc		
a For a vessel to Wisbech - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	620.49 (z)			
(ii) exceeding 1000	0.622 (z)			
b For a vessel to Sutton Bridge - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	582.30 (z)			
(ii) exceeding 1000	0.582 (z)			
Additional Charges (excluding any charges imposed by terminal operators or agents in respect of attendance at ships by boatmen / ropemen or other personnel)		Tbc		
c Detention If a pilot is detained on board or taken to another port as a result of extreme weather or other unavoidable causes: a charge per hour of up to a maximum of The ship will also be liable for any public transportation costs of the pilot's return to port of boarding and subsistence charges during this time.	60.29 (z) 904.13 (z)			
d 'Dead Ship' 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 Harbour Services Vessel movements in harbour area including mooring and unmooring and moving berth, a flat rate charge of	84.00 (z)			
f Attendance 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	84.00 (z) 69.62 (z)			
g Pilot Exemption Certificate Application (Processing fee) For a Master of any vessel over 20m working in the harbour jurisdiction without a pilot must apply for a PEC, subject to approval from the Harbour M	250.00			
h Pilot Exemption Fee 25% of Full Pilotage (per day)				
i Dredging/Bed Levelling (Charge per Hour) Minimum of 3 hours, plus mobilisation (see below) Tariff rates for Dredging/Bed Levelling apply only within the port areas of Wisbech and Sutton Bridge. Others by negotiation.	247.10			

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
j Towing (Charge per Hour) Minimum of 2 hours within the confines of the harbour areas, plus mobilisation/cancellation time (see below)	247.10 (z)			
Minimum of 4 hours for a stern tow from seaward to Sutton Bridge, plus mobilisation time (see below)	247.10 (z)			
k Mobilisation/Cancellation fee Time (Charge per Hour) Charge for passage to place towing vessel on station, with a Minimum of 1 hour.	148.22 (z)			
l Surveying Per day or part thereof, hire of equipment	145.11			
Per day or part thereof, for processing results	78.98			
Cancellation fee of 40% of completed works				
m Harbour vessel's workboat hire (Charge per hour) Per hour, Minimum 4 hours, small boat hire Orca WB1	75.90			
Per hour, minimum 4 hours, small workboat hire Nene Surveyor	155.00			
Per hour, minimum 4 hours, pilot boat hire Nene Pilot, Fenland Pilot	200.00			
Per hour, minimum 4 hours, Fenlander Tug	247.10			
Charges for i and l above, if during weekends or between 18:00 and 06:00 on any week day shall be +50%				
Tariff rates for surveying apply only within the port areas of Wisbech and Sutton Bridge. Others by negotiation.				
n Marine Works Application Processing Fee (minimum)	70.01			
o Duty Officer Call Out Charge Out of hours (per hour) - 1600 - 0800	80.73			
p Marine Works Superintendence - per hour (minimum 1 hour)	80.00			
Small Commercial Vessels - Non Resident.				
<u>Mooring on Authority's Pontoons at Sutton Bridge or Wisbech</u>				
Per metre LOA per 24 hours or part there of	4.50	5.50	22.2%	
Per metre per 7 days	22.50	24.00	6.7%	
Small Commercial Vessels - Resident/Non Resident				
Harbour & Light Dues & Conservancy Charge per vessel per visit.	17.00 (z)	20.00 (z)	17.6%	
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	39.00	2.6%	
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.				
Commercial Vessels - Lay By Wisbech Commercial Quay				
For all commercial vessels other than defined small commercial vessels, a charge per gross tonne shall apply per entry as follows.	0.78	0.80	2.6%	
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	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
5. Wisbech Yacht Harbour (All Rates include VAT at standard rate)				
a Pontoon Berths - Contract (Long Term) Berthing Rates				a - b
Standard Term - (Vessel LOA greater than 6.0m)				£2,000
	Rate/metre	Rate/metre		
	£	£		
12 months	115.65	119.00	2.9%	
6 months	77.95	80.00	2.6%	
3 months (min contract)	46.50	48.00	3.2%	
Port of Wisbech Authority Annual Licence	11.90 (z)	12.20 (z)	2.5%	
note				
- For contract berthing customers boats can remain afloat or be stored ashore.				
- All long term contracts can be entered into at any time during the year, regardless of whether or not this overlaps financial years.				
b Pontoon Berths - Non-Contract (Visitor) Berthing Rates (Including Port of Wisbech Authority licence contribution)				
	Rate/metre	Rate/metre		
	£	£		
Daily - per 24 hours (minimum charge £5.00)	1.35	1.40	3.7%	
Weekly	5.70	5.90	3.5%	
Monthly (28 days)	18.05	18.50	2.5%	
Special Events	POA	POA		
Short Stay Berth (Subject to availability) Max 2 hrs, not overnight	No charge	No charge		
Sail Training Vessels	Less 20%	Less 20%		
Club Rallies of over 2 Boats per visit	Less 20%	Less 20%		
Narrow Boats over 11m LOA	Less 20%	Less 20%		
Weather-bound craft maximum of one week	Less 20%	Less 20%		
Conditions of Use				
This tariff should be read in conjunction with the Wisbech Yacht Harbour Terms and Conditions of Use and the Berthing Licence.				
1 All contracts are subject to availability and all fees payable in advance. 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)				
Administration charge for visiting vessels leaving without paying dues in full	25.00	26.00	4.0%	
Administration charge for each debtor account referred for collection	95.00	98.00	3.2%	
Administration charge for change in billing method after berthing application is accepted	25.00	26.00	4.0%	
d Ancillary Charges				£2,000
All yard services apply from 08:00 to 16:30 Monday to Friday excluding Bank Holidays. Otherwise charges are plus 100%.				
Any emergency weekend lifting plus 100%				
(i) Boat lifting - Up to 15m LOA or 20 tonnes				
Lift Out				
To yard, including shoring up using boat cradle/stands. Per metre	15.01	15.40	2.6%	
Minimum Charge	90.01	92.40	2.7%	
Relaunch/Lift onto Trailer				
Per metre.	15.01	15.40	2.6%	
Minimum Charge	90.01	92.40	2.7%	
(ii) Vessels over 15m LOA and /or 20 tonnes to 55 tonnes plus 30%.				
Lift Out				
To yard, including shoring up using boat cradle/stands. Per metre	19.52	20.00	2.5%	
Marine Service waiting charge per hour per person		35.00	New	
Relaunch/Lift onto Trailer				
Per metre.	19.52	20.00	2.5%	

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional income £
Weekly yard charge. Per metre Per week	7.00	7.20	2.9%	
(iii) Vessels over 15m LOA and /or 55 tonnes to 75 tonnes plus 40%.				
Lift Out				
To yard, including shoring up using boat cradle/stands. Per metre	21.10	21.70	2.8%	
Marine Service waiting charge per hour per person		35.00	New	
Relaunch/Lift onto Trailer				
Per metre.	21.10	21.70	2.8%	
Weekly yard charge. Per metre Per week	7.00	7.20	2.9%	
(iii) Lift out				
Hold In Slings (subject to availability). Per metre, per 30 minutes Return to water	6.10	6.30	3.3%	
Block Off (ie. non use of yard cradle/stands). Per metre	7.90	8.10	2.5%	
Pressure wash by yard. Per metre.	4.15	5.00	20.5%	
Hire of electric pressure washer (subject to availability). Per use.	9.60	9.90	3.1%	
Hire of petrol pressure washer (subject to availability). Per day. Plus Fuel.	35.01	36.00	2.8%	
(ii) Boom Crane Lifting. Max 3 tonnes.				
Mast stepping/unstepping , per mast/per hour or part/per metre	9.70	10.00	3.1%	
Engine lift , per engine, per hour or part.	63.00	64.70	2.7%	
Comercial Engine Lift		POA	New	
Small boat lift. Per metre each way.	9.70	10.00	3.1%	
Minimum charge each way.	38.80	39.80	2.6%	
Other plant not provided by Harbour Authority. Permission to bring plant onto harbour property. Subject to Harbour Master's approval. Per use.	45.00	46.20	2.7%	
(iii) Other Services				
Mast Storage. Per mast up to 12m vessel LOA. Single payment . Over 12m vessel LOA. Single payment.	45.00 63.00	46.20 64.70	2.7% 2.7%	
Boat Trailer or Cradle Storage (subject to availability of space). p/a	64.75	66.50	2.7%	
Miscellaneous Storage as per trailer tariff .	64.75	66.50	2.7%	
Boat movement by yard staff per hours, per metre				
Under boat's own power	4.66	4.80	3.0%	
Using WYH workboat	11.66	12.00	2.9%	
Cleaning boat yard if left untidy. Per hour.	53.00	54.50	2.8%	
Marine Services Labour				
For any additional work per hour.	35.00	36.00	2.9%	
Marina pump out. Per use, subject to availability.	5.20	5.40	3.8%	
Non boatyard temporary hard standing. Subject to availability. Charges as per non contract berthing rates.				
Hire of forklift and operator. Up to 2.8 tonne lifts.				
First half hour or part.	48.00	50.00	4.2%	
Per additional hour	24.00	25.00	4.2%	
Scaffold Board hire per week or part thereof.	28.80	29.50	2.4%	
Electricity				
By prepaid card from Harbour Office				
Tradesmen's Licence. Annual working permit. Tradesmen to work in boatyard, yacht harbour or slipway. Subject to insurance and Harbour Master's approval.	35.00	36.00	2.9%	
Slipway				
Haul and launch per metre	37.83	39.00	3.1%	
Shoring up. Time and materials basis.				
Slip rent per day per metre.	3.88	4.00	3.1%	

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
6. Sewage Disposal				£0
Properties not connected to mains sewer				
Private dwellings				
Service charge (per annum)	< As per AW >	< As per AW >		
Standing charge (per annum)				
Charges to Roddons as per the Transfer Agreement				
7. Estate Rents				
Allotments				
Town Councils	wef oct 12	wef oct 13		
Whittlesey	84.35 (e)	84.35 (e)	0.0%	
March	84.35 (e)	84.35 (e)	0.0%	
Rent for Additional Garden Land				
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)	£118 per acre (min £20.00) (n)	0.0%	
8. Garages				
Rent per garage per week (52 weeks)	8.99	8.99	0.0%	
Garage Plots & Parking Spaces (per annum)	27.70 (e)	27.70 (e)	0.0%	
9. Mini Factories				
Rents negotiable within:				
a. the minimum - per square foot and;	4.10 (e)	4.00 (e)	-2.4%	
** b. the maximum - per square foot	6.80 (e)	7.00 (e)	2.9%	
It should be noted that VAT is applicable on rental income at Venture House & 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				
10. South Fens Business Centre, Chatteris				
charges shown net of VAT				
a. Rent per square foot	n/a	n/a		
Units over 1075 ft2	17.00	17.25	1.5%	
Units over 540 ft2	17.25	17.50	1.4%	
Units over 225 ft2	17.75	18.00	1.4%	
Units under 225 ft2	18.25	18.50	1.4%	
b. Rent per square metre	n/a	n/a		
Units over 100m2	182.99	185.68	1.5%	
Units over 50m2	185.68	188.37	1.4%	
Units over 21m2	191.06	193.75	1.4%	
Units under 21m2	196.44	199.13	1.4%	
c. Catering				Room Hire
Tea and coffee per head	2.00	2.00	0.0%	c - f
Orange Juice per jug	1.50	1.50	0.0%	£2,000
d. Weekday room charges (Mon-Fri 9am to 5pm)				
Rates for tenants - per hour				
Beech	19.00	19.50	2.6%	
Oak/Apple	14.00	14.50	3.6%	
Meeting rooms (first hr free)	7.50	7.50	0.0%	
Rates for tenants - per half day				
Beech	49.00	50.00	2.0%	
Oak/Apple	36.00	36.50	1.4%	
Meeting rooms	19.00	19.50	2.6%	
Rates for tenants - per full day				
Beech	80.00	82.00	2.5%	
Oak/Apple	59.00	60.00	1.7%	
Meeting rooms	33.00	33.50	1.5%	
e. Weekday room charges (Mon-Fri 9am to 5pm)				
Rates for others - per hour				
Beech	30.00	31.00	3.3%	
Oak/Apple	19.00	19.50	2.6%	
Meeting rooms	12.00	12.00	0.0%	

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
Rates for others - per half day				
Beech	75.00	77.50	3.3%	
Oak/Apple	54.00	55.00	1.9%	
Meeting rooms	27.50	28.00	1.8%	
Rates for others - per full day				
Beech	134.00	137.00	2.2%	
Oak/Apple	96.00	98.00	2.1%	
Meeting rooms	44.00	45.00	2.3%	
f. Evenings/Weekend room charges				
Rates for others - per hour				
Beech	59.00	60.00	1.7%	
Oak/Apple	49.00	50.00	2.0%	
Rates for others - per half day				
Beech	158.00	160.00	1.3%	
Oak/Apple	115.00	120.00	4.3%	
Rates for others - per full day				
Beech	325.00	335.00	3.1%	
Oak/Apple	270.00	275.00	1.9%	
11. The Boathouse, Wisbech	charges shown net of VAT			
a. Rent per square foot				
Units 1 to 34	18.50	18.50	0.0%	
Unit 35	17.50	17.50	0.0%	
Units 36 to 38	18.00	18.00	0.0%	
b. Catering				Room Hire
Tea and coffee per head	2.00	2.00	0.0%	b - e
Orange Juice per jug	1.50	1.50	0.0%	£1,000
c. Weekday room charges (Mon-Fri 9am to 5pm)				
Rates for tenants - per hour				
Richard Young Large	19.00	19.50	2.6%	
Lambton/Young 1 or 2	14.00	14.50	3.6%	
Meeting rooms (first hr free)	7.50	7.50	0.0%	
Rates for tenants - per half day				
Richard Young Large	49.00	50.00	2.0%	
Lambton/Young 1 or 2	36.00	36.50	1.4%	
Meeting rooms	19.00	19.50	2.6%	
Rates for tenants - per full day				
Richard Young Large	82.00	82.00	0.0%	
Lambton/Young 1 or 2	59.00	60.00	1.7%	
Meeting rooms	32.50	33.50	3.1%	
d. Weekday room charges (Mon-Fri 9am to 5pm)				
Rates for others - per hour				
Richard Young Large	29.50	31.00	5.1%	
Lambton/Young 1 or 2	19.00	19.50	2.6%	
Meeting rooms	12.00	12.00	0.0%	
Rates for others - per half day				
Richard Young Large	76.00	77.50	2.0%	
Lambton/Young 1 or 2	54.00	55.00	1.9%	
Meeting rooms	28.00	28.00	0.0%	
Rates for others - per full day				
Lambton/Young 1 or 2	135.00	137.00	1.5%	
Henson/Lambton/Young	96.00	98.00	2.1%	
Meeting rooms	45.00	45.00	0.0%	
e. Evenings/Weekend room charges				
Rates for others - per hour				
Richard Young Large	60.00	60.00	0.0%	
Lambton/Young 1 or 2	50.00	50.00	0.0%	
Rates for others - per half day				
Richard Young Large	158.00	160.00	1.3%	
Lambton/Young 1 or 2	117.00	120.00	2.6%	
Rates for others - per full day				
Richard Young Large	330.00	335.00	1.5%	
Lambton/Young 1 or 2	265.00	275.00	3.8%	

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
12. Fenland Hall, March				
a. Room Hire - per morning or afternoon session				
(i) Council Chamber	66.38 (e)	68.20 (e)	2.7%	
(ii) Other Rooms	29.14 (e)	29.95 (e)	2.8%	
(ii) Supplement for use - after 6.30pm	29.14 (e)	29.95 (e)	2.8%	
- on Saturdays and Sundays	69.80 (e)	71.70 (e)	2.7%	
- tea/coffee (minimum charge)	10.00	10.30	3.0%	
- tea/coffee/biscuits (per head)	1.50	1.55	3.3%	
- tea/coffee (per head)	1.00	1.05	5.0%	
In respect of Parish Councils, Association of Local Councils, and approved charities, free of charge, but supplementary charges apply as appropriate				

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
1. Licences and Certificates				£100
a. Unfit Food Certificates				
(i) - per hour inclusive of travelling expenses	72.90 (n)	74.90 (n)	2.7%	
(ii) - minimum charge	39.50 (n)	40.50 (n)	2.5%	
b. Export Certificates	73.20 (n)	75.00 (n)	2.5%	
c. Acupuncture/Cosmetic piercing/Electrolysis/Semi-permanent skin colouring				
(I) - Licence fee	146.30 (n)	150.00 (n)	2.5%	
(II) - renewal/transfer/variation	40.60 (n)	41.60 (n)	2.5%	
d. Detained Food - Recovery of commercial storage costs	N/A	Cost Recovery		
2. Stray Dogs				
Return of Stray Dog - includes statutory fee of £25.00	35.50 (n)	35.50 (n)	0.0%	
plus kennelling fee - per day or part thereof	10.00 (n)	10.00 (n)	0.0%	
plus administration fee - per dog	10.50	10.80	2.9%	
3. Training Courses				
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%) Optional lunch cost when attending a whole day course	38.50 (e)	38.50 (e)	0.0%	
	N/A	5.00 (n)		
4. Process Authorisation Fees				
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	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 - £)	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%	
5. Food Premises				
Copy register entries Subject to charging policy under Freedom Of Information Act				
6. Ship Sanitation Certificates (wef 01.01.11)				
Per Vessel				
Up to 1,000	73.00 (n)	73.00 (n)	0.0%	*
1,001 - 3,000	110.00 (n)	110.00 (n)	0.0%	*
3,001 - 10,000	166.50 (n)	166.50 (n)	0.0%	*
10,001 - 20,000	220.00 (n)	220.00 (n)	0.0%	*
20,001 - 30,000	275.00 (n)	275.00 (n)	0.0%	*
Over 30,000	333.00 (n)	333.00 (n)	0.0%	*
* Increase to be in line with Association of Port Health Authorities Recommended Charges, determined in February 2013				

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
7. Private Water Supply Regulations 2009				
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%	
8. Burial Grounds				£6,000
a. Interment Fee for Residents (Including Memorial Safety Inspection Fee from 2013/14)				
Monday to Friday (excluding Bank Holiday)				
(i) a still-born or any child under one month of age	130.00 (n)	135.00 (n)	3.8%	
(ii) any child whose age at the time of death exceeds one month, but does not exceed twelve years (Childrens Section);	223.00 (n)	230.00 (n)	3.1%	
(iii) any person (Lawn Area)	440.00 (n)	575.00 (n)	30.7%	
(iii) any person (Traditional Area)	560.00 (n)	745.00 (n)	33.0%	
For the interment of cremated remains.	170.00 (n)	205.00 (n)	20.6%	
Saturday, Sunday or Bank Holiday				
50% added to fees set out in a (i) to (iv) above				
b. Cemetery Safety				
Cemetery safety fee (included in Interment fee from 2013/14)	26.00 (n)	N/A		
c. Exclusive Rights of Burial In an Earthen Grave for Residents				
6 ft. x 3 ft. Childrens Plot	226.00 (n)	235.00 (n)	4.0%	
9 ft. x 4 ft. Adult Plot (Lawn Area)	446.00 (n)	575.00 (n)	28.9%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	630.00 (n)	745.00 (n)	18.3%	
Cremated remains, size 2ft x 2ft	123.00 (n)	150.00 (n)	22.0%	
d. Choosing Plot for Exclusive Rights of Burial				
Visiting cemetery with cemetery staff to choose plot		60.00	New	
e. Premium Plots for Exclusive Rights of Burial in an Earthen Grave for Residents				
100% added to fees set out in c.				
f. Interment for Non-Resident				
100% added to fees set out in a.				
g. Exclusive Rights of Burial in an Earthen Grave, including Premium Plots for Non Residents				
100% added to fees set out in c & e				
j. Transfer of Ownership of Exclusive Rights				
Transfer of Ownership (Interment of ER Holder)	31.50 (n)	33.00 (n)	4.8%	
Transfer of Ownership	63.00 (n)	66.00 (n)	4.8%	
k. Exhumation of Coffin - minimum charge	855.00 (n)	1,500.00 (n)	75.4%	
l. Exhumation of Cremated remains - minimum charge	330.00 (n)	345.00 (n)	4.5%	
m. Monuments, Gravestones, Tablets and Monumental Inscription				
For the right to erect or place on a grave or vault, in respect of which an exclusive right of burial has been granted:				
Additional added Inscription	79.80 (n)	82.00 (n)	2.8%	
Single Memorial headstone not exceeding 3 ft. in height - Child	129.00 (n)	132.00 (n)	2.3%	
Single Memorial headstone not exceeding 3 ft. in height on single plinth - Adult	151.50 (n)	156.00 (n)	3.0%	
Single Memorial headstone not exceeding 3 ft. in height on double plinth - Adult	227.25 (n)	234.00 (n)	3.0%	
Double Memorial headstone not exceeding 3 ft. in height on double plinth - Adult	303.00 (n)	312.00 (n)	3.0%	
Kerb Set &/or Flatstone Child Plot 6 ft x 3 ft (Traditional Area)	129.00 (n)	132.00 (n)	2.3%	
Kerb Set &/or Flatstone Adults Plot (Single Traditional Area)	264.50 (n)	272.00 (n)	2.8%	
Kerb Set &/or Flatstone Adult Plot (Double Traditional Area)	530.00 (n)	544.00 (n)	2.6%	
Single Vase - Not exceeding 10" in diameter and 8" in height	63.60 (n)	65.50 (n)	3.0%	
Single Tablet - 18" x 18" with or without Vase on any single grave or cremation plot	162.50 (n)	167.00 (n)	2.8%	
Double Tablet - 42" x 18" with or without Vase on any double grave or cremation plot	243.70 (n)	251.00 (n)	3.0%	
Note A vase without any inscription requires no further rights				
n. Mount Pleasant Cemetery Wisbech				
Hire of Chapel - Standard Fee	95.00 (n)	95.00 (n)	0.0%	
o. Grave Space Maintenance				
Lawn Areas - Headstones washed & cleaned in Dec, March, June & Sept each year	210.00 (n)	210.00 (n)	0.0%	
Traditional Areas - Single maintained as above incl removal of vegetation & clean surrounds	262.00 (n)	262.00 (n)	0.0%	
Traditional Areas - Double maintained as above incl removal of vegetation & clean surrounds	472.00 (n)	472.00 (n)	0.0%	
p. Burial Information				
Interment information & historical records - per plot - up to 5 plots	23.50 (n)	24.40 (n)	3.8%	
Interment information & historical records - each plot	5.50 (n)	5.60 (n)	1.8%	
Interment information & historical records - accompanied on site - per plot	54.50 (n)	54.50 (n)	0.0%	
Interment information & historical records - accompanied on site - each additional plot	32.50 (n)	32.50 (n)	0.0%	
q. Cemetery Keys				
a. Provision of security coded keys for access to cemeteries	15.75 (n)	15.75 (n)	0.0%	
r. Benches				
New base, plaque & Teak seat/bench	POA (n)	POA (n)		
s. Trees				
Purchase, planting, Plaque & maintenance	POA	POA		

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
9. Commercial Waste (Standard Prices Per Collection)*				£6,000 (net of disposal costs)
a. General Commercial Waste	per sack or equivalent for 25 to 99 sacks (n) 1.80 (n)	1.95 (n)	8.3%	
	per sack or equivalent for 100 or more sacks in a single transaction 1.75 (n)	1.75 (n)	New	
Wheeled Bins - 240 litre	6.73 (n)	6.95 (n)	3.3%	
360 litre	7.30 (n)	7.50 (n)	2.7%	
660 litre	10.58 (n)	10.90 (n)	3.0%	
1,100 litre	15.29 (n)	15.75 (n)	3.0%	
b. Commercial Recycling	per sack or equivalent for 25 to 99 sacks (n) 1.25 (n)	1.50 (n)	20.0%	
	per sack or equivalent for 100 or more sacks in a single transaction 1.35 (n)	1.35 (n)	New	
Wheeled Bins - 240 litre	2.27 (n)	2.80 (n)	23.3%	
360 litre	2.50 (n)	3.55 (n)	42.0%	
660 litre	4.52 (n)	5.10 (n)	12.8%	
1,100 litre	7.58 (n)	7.60 (n)	0.3%	
c. Refuse from Charity Shops and Schools*	per sack or equivalent for 25 to 99 sacks (min 25) 1.50 (n)	1.50 (n)	New	
	per sack or equivalent for 100 or more sacks in a single transaction 1.35 (n)	1.35 (n)	New	
Wheeled Bins 240 litre		4.50 (n)	New	
360 litre		4.90 (n)	New	
660 litre		7.10 (n)	New	
1,100 litre		10.25 (n)	New	
d. Recycling from Charity Shops and Schools*	per sack or equivalent for 25 to 99 sacks (min 25) 1.50 (n)	1.50 (n)	New	
	per sack or equivalent for 100 or more sacks in a single transaction 1.35 (n)	1.35 (n)	New	
Wheeled Bins 240 - 1100 litre fortnightly collection		5.00 (n)	New	
* Applies to businesses and organisations recognised within the Council's Chargeable Household Waste Policy				
10. Bulky Household Waste				
Transportation of up to a maximum of 4 items per visit including fridges (minimum charge)	21.65 (n)	23.00 (n)	6.2%	
(l) Each household item above 4 items including fridges	12.00 (n)	12.00 (n)	0.0%	
Corporate Director has discretion to waive charge in cases of severe hardship				
11. Domestic Bin Provision				£500
Replacement 240Ltr Bins Green, Brown or Blue				
a. Per unit 240 litre	23.75 (n)	24.50 (n)	3.2%	
Provision of Bins				
b. Supply 3 x 240lt wheeled bins to individual new or renovated property	63.00 (n)	64.50 (n)	2.4%	
c. Supply 1 x 600lt or 1100lt domestic wheeled bin to new multiple occupancy property	188.00 (n)	195.50 (n)	4.0%	
12. Kitchen Caddies				£500
Kitchen caddy kit (caddy plus 50 paper sack liners)	4.95	5.20	5.1%	
Paper sack liners (50)	2.70	2.85	5.6%	
Paper wheeled bin liners (3)	1.80	1.80	0.0%	
13. Clinical Waste				
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	19.50	0.0%	
i. Domestic Tiger and clinical waste sacks (Household Waste)		Free	New	
* Introductory offers, multiple service, direct debit reductions and similar rates may be applied by Head of Service.				
* Charged per note where customer identifies waste as consigned				
14. Public Conveniences				
a. Sale of RADAR keys	3.25 (z)	5.00 (z)	53.8%	
b. Toilet entrance fee (where facilities allow for charging)	0.20	0.20 (n)	0.0%	

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
Note :				
VAT at the standard rate is deducted from charges for 10 or more hirings of pitches and facilities if payment is made in advance, subject to there being no refund for matches not played.				
Charges for additional matches are at the full rate				
15. Leisure Charges				
Swimming Pools - per session				£18,900
a. Adult swim	3.70	3.80	2.7%	
b. Junior swim	2.60	2.70	3.8%	
c. Concessionary swim (Seniors & Disabled)	2.60	2.70	3.8%	
d. Under 5's	1.00	1.00	0.0%	
e. Adult swim lesson (half hour)	5.60 (e)	5.80 (e)	3.6%	
f. Junior/Concessionary swim lesson (half hour)	4.60 (e)	4.70 (e)	2.2%	
g. Large pool hire	76.50 (e)	78.60 (e)	2.7%	
Small pool hire	39.00 (e)	40.10 (e)	2.8%	
h. Galas	98.30	101.00	2.7%	
i. Lifeguard	13.90	14.30	2.9%	
j. Optimum Card - one off payment	1.00	1.00	0.0%	
Lifestyle Fitness and Health Suites				£22,975
a. Fitness Studio				
Adult	6.50	6.70	3.1%	
Concessionary	4.60	4.80	4.3%	
b. Exercise Referral (Incl Energetix)	3.20 (e)	3.30 (e)	3.1%	
c. Sauna & Steam Rooms	2.60	2.80	7.7%	
Memberships				£550
Lifestyle Joining Fee				
Adult	27.10	27.80	2.6%	
Concession	16.20	16.60	2.5%	
Ambassador				
Monthly plan	39.50	40.50	2.5%	
Monthly 6 month plan	35.50	36.50	2.8%	
Monthly 12 month plan		34.50	New	
Monthly - joint members	71.00	73.00	2.8%	
Ambassador Special (65+, Disabled and 16 -18 year olds during off peak)				
Monthly - single member	28.00	28.80	2.9%	
Monthly 6 month plan	24.50	25.20	2.9%	
Monthly 12 month plan		23.20	New	
Monthly - joint members	50.50	51.90	2.8%	
Swimming Pool Membership				
Annual Adult	243.00	249.70	2.8%	
Annual Junior/Concession	170.00	174.70	2.8%	
Monthly Adult	24.30	25.00	2.9%	
Monthly Junior/Concession	17.00	17.50	2.9%	
Sports Activities				£5,300
Badminton Court/Table Tennis Hire				
a. Casual (Peak time)				
Hudson & Manor Leisure Centres				
Adults & Concessions	10.00	10.30	3.0%	
Fitness Classes				
Adult	5.60 (e)	5.80 (e)	3.6%	
Junior/Concessionary	4.00 (e)	4.10 (e)	2.5%	
prepaid concession member	2.50 (e)	2.60 (e)	4.0%	
Ladies Only & 50+ sessions				
Adult	4.00 (e)	4.10 (e)	2.5%	
Concessionary	3.20 (e)	3.30 (e)	3.1%	
Indoor Netball/Basketball/Volleyball				
Adult & Concessions	32.30	33.20	2.8%	
Tennis				
Adult	6.10	6.30	3.3%	
Concessionary	4.00	4.10	2.5%	
Floodlit Hardplay Area (Manor Leisure Centre)				
- per hour				
All weather area	21.90	22.50	2.7%	
Football pitch & changing room	42.70	48.50	13.6%	
Artificial Turf Pitch				
Adults	33.80	34.70	2.7%	
Juniors	24.50	25.20	2.9%	
Childrens Activities	3.50	3.60	2.9%	

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
16. Markets				£1,000
Licensees - Full Charge				
a. March (per 3m x 3m space)	11.20 (e)	11.50 (e)	2.7%	
b. Chatteris (per 3m x 3m space)	11.20 (e)	11.50 (e)	2.7%	
c. Whittlesey (per 3m x 3m space)	8.45 (e)	8.70 (e)	3.0%	
Discount given for bankers order payments	6.75%	6.50%		
Casual Traders				
Additional seasonal premium will be added to all casual fees (Seasonal Premium 1 Sept to 31 December)	1.00 (e)	1.00 (e)	0.0%	
a. March (per 3m x 3m space)	15.10 (e)	15.50 (e)	2.6%	
b. Chatteris (per 3m x 3m space)	15.10 (e)	15.50 (e)	2.6%	
c. Whittlesey (per 3m x 3m space)	12.35 (e)	12.70 (e)	2.8%	
Markets - Non Market Days				
Trading on Chatteris Market Place on Non - Market Days (Tuesdays only)				
- Licensees (per 3m x 3m space)	8.65 (e)	8.90 (e)	2.9%	
- Casual (per 3m x 3m space)	12.35 (e)	12.70 (e)	2.8%	
Note:- For all markets extra space is sold pro-rata to the above charges				
Charly Stall at March on Saturdays (no stall provided on other days or markets)	free	free		
17. Fairs				£400
a. Chatteris				
- Summer	510 (e)	524 (e)	2.7%	
- Additional fair	355 (e)	365 (e)	2.8%	
b. March				
- Statute	2,265 (e)	2,327 (e)	2.7%	
- Spring	1,113 (e)	1,143 (e)	2.7%	
c. Whittlesey				
- Summer	355 (e)	365 (e)	2.8%	
- Autumn	355 (e)	365 (e)	2.8%	
- Spring	355 (e)	365 (e)	2.8%	
d. Wisbech				
- Statute	3,268 (e)	3,357 (e)	2.7%	
- Mart	7,010 (e)	7,200 (e)	2.7%	
18. "Four Seasons Events"				
Charges for the events in Wisbech, Whittlesey, Chatteris & March are to be agreed in consultation with the partners				
19. Hire Permits 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	71.00	72.95	2.7%	
Sundays & bank holidays	118.00	121.20	2.7%	
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	200.00	205.40	2.7%	
Sundays & bank holidays	245.00	251.60	2.7%	
c. Events for each full single day, with over 5,000 people attending at any one time, with or without a licensable activity.				
weekdays & Saturdays	on application	on application		
Sundays & bank holidays	on application	on application		
d. Any Commercial Events	on application	on application		

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
1. <u>One Stop Shops</u> a. Room Hire - per morning or afternoon session - per full day	29.14 52.34	29.95 53.80	2.8% 2.8%	

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
1. Travellers Sites				£0
- in consultation with Cambs CC	52 wks	52 wks		
a. Newbridge Lane, Wisbech - per pitch per week	78.56 (e)	78.56 (e)	0.0%	
b. Turf Fen, Murrow - per pitch per week	78.56 (e)	78.56 (e)	0.0%	
c. Seadyke Bank, Murrow - per pitch per week	78.56 (e)	78.56 (e)	0.0%	
d. Fenland Way, Chatteris - per pitch per week	78.56 (e)	78.56 (e)	0.0%	
e. Sandbank, Wisbech St Mary - per pitch per week	78.56 (e)	78.56 (e)	0.0%	
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				
2013/14 Breakdown Rent £71.04 Water £7.52 (direct recharge) per week				
2. Homeless Persons				
Creek Road, Hostel	52 wks	52 wks		£0
Unit One & Two Daily Rent	7.66 (n)	7.66 (n)	0.0%	
Unit One & Two Daily Service Charge	0.82 (n)	0.82 (n)	0.0%	
Unit Three, Four, Five & Six Daily Rent	6.57 (n)	6.57 (n)	0.0%	
Unit Three, Four, Five & Six Daily Service Charge	0.67 (n)	0.67 (n)	0.0%	
Unit Seven Daily Rent	14.23 (n)	14.23 (n)	0.0%	
Unit Seven Daily Service Charge	2.10 (n)	2.10 (n)	0.0%	
103 & 105 Grounds Avenue, March	n/a	n/a		
Temporary Accommodation (Leased from Roddons)				£1,600
3 Tithe Road, Chatteris	103.73 (n)	108.95 (n)	5.0%	
58 Burcroft Road, Wisbech	99.76 (n)	104.85 (n)	5.1%	
32 Magazine Close, Wisbech	109.26 (n)	114.65 (n)	4.9%	
2 Hawthorne Avenue, Wisbech	105.90 (n)	111.18 (n)	5.0%	
15 Victoria Place, Wisbech	89.76 (n)	94.54 (n)	5.3%	
40 Osborne Road, Wisbech	86.15 (n)	90.82 (n)	5.4%	
3 West Street, Wisbech	97.06 (n)	102.07 (n)	5.2%	
19 Duke Street, Wisbech	89.76 (n)	94.54 (n)	5.3%	
26 Bumsfield Estate, Chatteris	105.90 (n)	111.18 (n)	5.0%	
51 Peyton Avenue, March	105.90 (n)	111.18 (n)	5.0%	
3. Development Services				
a. Building Control Fees - A detailed breakdown of fees is available from the Building Control department				
b. Planning Fees - these are currently statutory fees. Contact the Planning team for details.				
c. Provision of Documents and Information				
(i) Local Plan (Full)	41.05	42.15	2.7%	
Local Plan (Interim Statement)	13.70	14.10	2.9%	
Town Extract	6.90	7.10	2.9%	
Village Extract	6.90	7.10	2.9%	
(ii) Copy of Planning Decision Notice (per A4 sheet)	0.34	0.35	2.9%	
(iii) Conservation Area Appraisals	13.70	14.10	2.9%	
(iv) Development Briefs	13.70	14.10	2.9%	
(v) Supplementary Planning Guidance, examples are Shop Fronts, Signs and Adverts	13.70	14.10	2.9%	
(vi) 6 x map extracts, planning/building regulation applications	13.70	14.10	2.9%	
(vii) Full Plan CD for Planning	34.85	35.80	2.7%	
d. Other Documents and Plans (Copies and Fax)				
(i) Search fee per 5 minutes	0.00	0.00		
A4	0.34	0.35	2.9%	
A3	0.34	0.35	2.9%	
(ii) Plan prints				
A0	1.20	1.25	4.2%	
A1	0.66	0.70	6.1%	
(iii) Plan negatives - per copy				
A0	34.10	35.00	2.6%	
A1	16.50	16.95	2.7%	

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
e. Invoicing Charge	10.40	10.70	2.9%	
f. Provision of Planning/Building Control and Engineering Information				
Decision notices & completion certificate				
(i) Building Regulations reference number provided	13.60	14.00	2.9%	
(ii) Building Regulations reference number NOT provided	61.50	63.20	2.8%	
Letter of Comfort	40.80	41.90	2.7%	
g. Completion of Questionnaires/Surveys for Commercial Bodies	41.05	42.15	2.7%	
h. Building Control Consultancy - Clerk of Works Per Hour	34.35	35.30	2.8%	
i. Construction Related Specifications/Surveys to Other Authorities	At Cost	At Cost		
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		
4. CCTV				
Viewing Footage - per hour	49.45	49.45	0.0%	
subject to a minimum charge of	98.90	98.90	0.0%	
External Harddrives - to be supplied to FDC				
per CD	3.75	3.75	0.0%	
per DVD	8.70	8.70	0.0%	
per Video print	1.30	1.30	0.0%	
Subject Access Requests	10.55	10.55	0.0%	
5. Licensing				
a. Part 5 Gambling Act 2005 (wef 01.09.07)				
Initial Registration	40.00 (n)	40.00 (n)	0.0%	
Annual Renewal	20.00 (n)	20.00 (n)	0.0%	
b. Gaming Machines notification for up to 2 machines				
Gaming Machines initial fee for more than 2 machines	50.00 (n)	50.00 (n)	0.0%	
Gaming Machines anniversary fee for more than 2 machines	150.00	150.00	0.0%	
Gaming Machines anniversary fee for more than 2 machines	50.00	50.00	0.0%	
c. Gambling Act 2005				
Application fee in respect of provisional statement premises				
Bingo premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Adult gaming centre premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Betting premises (track) licence	950.00 (n)	950.00 (n)	0.0%	
Family entertainment centre premises licence	950.00 (n)	950.00 (n)	0.0%	
Betting premises (other) licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Application fee in respect of other premises				
Bingo premises licence	3,500.00 (n)	3,500.00 (n)	0.0%	
Adult gaming centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (track) licence	2,500.00 (n)	2,500.00 (n)	0.0%	
Family entertainment centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (other) licence	3,000.00 (n)	3,000.00 (n)	0.0%	
Annual fee				
Bingo premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Adult gaming centre premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Betting premises (track) licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Family entertainment centre premises licence	750.00 (n)	750.00 (n)	0.0%	
Betting premises (other) licence	600.00 (n)	600.00 (n)	0.0%	
Application to vary licence				
Bingo premises licence	1,750.00 (n)	1,750.00 (n)	0.0%	
Adult gaming centre premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Betting premises (track) licence	1,250.00 (n)	1,250.00 (n)	0.0%	
Family entertainment centre premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Betting premises (other) licence	1,500.00 (n)	1,500.00 (n)	0.0%	
Application to transfer a licence				
Bingo premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Adult gaming centre premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Betting premises (track) licence	950.00 (n)	950.00 (n)	0.0%	
Family entertainment centre premises licence	950.00 (n)	950.00 (n)	0.0%	
Betting premises (other) licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Application for reinstatement of a licence				

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
Bingo premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Adult gaming centre premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Betting premises (track) licence	950.00 (n)	950.00 (n)	0.0%	
Family entertainment centre premises licence	950.00 (n)	950.00 (n)	0.0%	
Betting premises (other) licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Application for provisional statement				
Bingo premises licence	3,500.00 (n)	3,500.00 (n)	0.0%	
Adult gaming centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (track) licence	2,500.00 (n)	2,500.00 (n)	0.0%	
Family entertainment centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (other) licence	3,000.00 (n)	3,000.00 (n)	0.0%	
d. Sex Establishments				
Initial Application and Annual Renewal	3,200.00 (n)	3,200.00 (n)	0.0%	
Variations to existing licences (10% of application/renewal fee)	320.00 (n)	320.00 (n)	0.0%	
Transfer of existing licence to another person (10% of fee)	320.00 (n)	320.00 (n)	0.0%	
Holders of an existing licence (50% initial fee) for a second licence	1,600.00 (n)	1,600.00 (n)	0.0%	
e. 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		
6. Hackney Carriage/Private Hire Licences				£380
Drivers Licence				
a. Hackney Carriage Licence (new)	70.00 (n)	72.00 (n)	2.9%	
b. Hackney Carriage Licence (renewal)	70.00 (n)	72.00 (n)	2.9%	
c. Private Hire Licence (new)	70.00 (n)	72.00 (n)	2.9%	
d. Private Hire Licence (renewal)	70.00 (n)	72.00 (n)	2.9%	
g. Drivers Assessment	n/a	n/a		
h. Driver knowledge tests	50.00 (n)	50.00 (n)	0.0%	
Vehicle Licence				
a. Hackney Carriage Licence (new & renewals)	115.00 (n)	118.00 (n)	2.6%	
b. Private Hire Licence (new & renewals)	115.00 (n)	118.00 (n)	2.6%	
c. transfer of plate to another vehicle	n/a (n)	n/a (n)		
d. Initial test fee	58.00	58.00	0.0%	
Private Hire Operators				
a. initial issue / annual renewal (3 cars)	70.00 (n)	72.00 (n)	2.9%	
b. each additional car	10.00 (n)	10.00 (n)	0.0%	
Others				
a. new / broken / lost vehicle plate	32.00 (n)	33.00 (n)	3.1%	
b. damaged/lost driver's I.D. card	20.00 (n)	20.00 (n)	0.0%	
c. Cancellation of test / Re-test fee	37.00	37.00	0.0%	
7. Licensing Act 2003				
a. Premises Licences & Club Certificates - Initial Fee				
Band A	100.00 (n)	100.00 (n)	0.0%	
Band B	190.00 (n)	190.00 (n)	0.0%	
Band C	315.00 (n)	315.00 (n)	0.0%	
Band D	450.00 (n)	450.00 (n)	0.0%	
Band E	635.00 (n)	635.00 (n)	0.0%	
b. Premises Licences & Variation Fee				
Band A	100.00 (n)	100.00	0.0%	
Band B	190.00 (n)	190.00	0.0%	
Band C	315.00 (n)	315.00	0.0%	
Band D	450.00 (n)	450.00	0.0%	
Band E	635.00 (n)	635.00	0.0%	
c. Premises Licences & Club Certificate - Annual anniversary fee				
Band A	70.00 (n)	70.00 (n)	0.0%	
Band B	180.00 (n)	180.00 (n)	0.0%	
Band C	295.00 (n)	295.00 (n)	0.0%	
Band D	320.00 (n)	320.00 (n)	0.0%	
Band E	350.00 (n)	350.00 (n)	0.0%	
d. Theft/loss etc of Club Certificate or Summary	10.50	10.50	0.0%	
e. Notification of Change of name or alteration of rules of Club	10.50	10.50	0.0%	
f. Change of relevant registered address of Club	10.50	10.50	0.0%	
g. Application to vary Community premises licence to include alternative licence condition	23.00	23.00	0.0%	
h. Personal Licences	37.00 (n)	37.00 (n)	0.0%	
i. Theft/Loss etc of Personal Licence	10.50	10.50	0.0%	
j. Temporary Event Notice	21.00 (n)	21.00 (n)	0.0%	
k. Theft/Loss etc of Temporary Event Notice	10.50	10.50	0.0%	

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
l Transfers	23.00 (n)	23.00 (n)	0.0%	
m Notification of Interest	21.00	21.00	0.0%	
n Notification of Change of Licensee's details	10.50 (n)	10.50 (n)	0.0%	
o Application for Copy of Licence	10.50 (n)	10.50 (n)	0.0%	
p Provisional Statement	315.00	315.00	0.0%	
q Interim Authority Notice	23.00	23.00	0.0%	
r Minor Variation	89.00	89.00	0.0%	
s Variation of DPS	23.00	23.00	0.0%	

Description of Charge	2012/13 Charge £	2013/14 Proposed Charge £	% Increase	Estimated Additional Income £
1. Land Charges				
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				
2. Electoral Registration				
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%	
3. Sale of agendas				
a. Council Summons	11.00	11.00	0.0%	
b. Planning Agendas	11.00	11.00	0.0%	
c. Cabinet Agendas	11.00	11.00	0.0%	

