


Agenda Item No:	7	
Committee:	Overview & Scrutiny Panel	
Date:	18 January 2016	
Report Title:	Review of Fees and Charges 2016/17	

## Cover sheet:

### 1 Purpose / Summary

To review the Council's Fees and Charges for 2016/17 in line with the Budget Strategy agreed by Cabinet on 17 December 2015.

### 2 Key issues

- At a separate agenda item, the draft Budget report for 2016/17 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 2016/17 of £0.968 million.
- The current and forecast economic climate dictates that the Council's charges have to remain sympathetic of local people's ability to pay, whilst at the same time maximising income to the Council.
- Consumer Price Index (CPI) Inflation currently stands at 0.1% (November 2015) and has been hovering at or below 0% for the last 11 months. Officers are mindful of the low inflation environment and therefore, generally, increases for inflation are not proposed.
- The proposed fees and charges for 2016/17 are attached at Appendix A.
- The proposals would, at current usage levels, generate further income from fees and charges by an estimated £40,810. 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 2016/17.

<b>Wards Affected</b>	All
<b>Forward Plan Reference</b>	
<b>Portfolio Holder(s)</b>	Cllr John Clark, Leader Cllr Chris Seaton, Portfolio Holder, Finance
<b>Report Originator(s)</b>	Rob Bridge, Corporate Director and Chief Finance Officer Mark Saunders, Chief Accountant

<b>Contact Officer(s)</b>	Rob Bridge, Corporate Director and Chief Finance Officer Mark Saunders, Chief Accountant
<b>Background Paper(s)</b>	Draft Medium Term Financial Strategy and General Fund Budget 2016/17

## Report:

### **1 INTRODUCTION**

- 1.1 The Draft Medium Term Financial Strategy and General Fund Budget 2016/17 agreed by Cabinet on 17 December 2015, 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;
  - (ii) CPI Inflation currently stands at 0.1% (November 2015) and has been hovering at or below 0% for the last 11 months;
  - (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 2016/17. 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 2016/17, 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 2016/17.

- 2.4 Taking into account the principles detailed in 1.2 above, all Service Teams have assessed their charges for 2016/17 and their proposals are detailed in Appendix A.
- 2.5 CPI Inflation currently stands at 0.1% (November 2015) and has been hovering at or below 0% for the last 11 months. Officers are mindful of the low inflation environment and therefore, generally, increases for inflation are not proposed.

- 2.6 Detailed service proposals are contained in the following sections together with some commentary explaining the rationale for the proposed charges for 2016/17. The following sections are in the same order as detailed in Appendix A.

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

#### **3.1 Wisbech Port – Statutory Harbour Dues (Harbour & Light Dues, Conservancy Dues, Pilotage Dues and Additional Charges), Wharfage Dues (Wisbech only), Yacht Harbour (Wisbech only)**

- Members will be aware that this Council is the Statutory Harbour Authority for the River Nene from Wisbech to the Bar Flat Buoy in The Wash. The Council is allowed to set charges to recover costs over a period of time, a principle re-iterated by the Department for Transport in a letter to the Council dated 10 January 2012, where they emphasise that there should not be any 'substantial or continuing subsidy from a local authority's general funds to its port'.
- In accordance with the 'cost-recovery' principle, the Council will be seeking to recover not only the estimated annual running costs associated with the Statutory Harbour Authority activities, but also the additional annual payment to the Pilots' National Pension Fund relating to its' deficit recovery plan. These costs will be recovered from the charges levied on ships visiting Wisbech and Sutton Bridge using the Harbour Authority/Pilotage service. These will include both commercial shipping and ships associated with the Wind Farms construction.
- The Council has benchmarked both the commercial and yacht harbour fees against neighbouring authorities and found that Fenland's charges are broadly in line with these. No increases in charges are proposed for 2016/17.

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

- Rental increases of between 6.3% - 6.7%, 25-50 pence per square foot, £2.69 - £5.38 square metre, are recommend at mini factories and are consider appropriate market increases for commercial lets.
- A more flexible approach to rent levels is proposed from 2016/17 at South Fens Business Centre and The Boathouse. In line with mini factories rents it is proposed that upper and lower boundaries be set in order that rents which are commercially appropriate at the time of the let can be agreed.
- Room hire rates have been increased above inflation (between 1.8-16.7%), in part to cover increased costs. New charges have been introduced for the letting of larger meeting rooms at South Fens Business Centre and The Gallery at the Boathouse.

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

- 4.1 Generally because of the low inflation environment charges have not been increased in 2016/17 except for Ship Sanitation Certificates which are increased annually in line with the Association of Port Health Authorities recommended charges and the specific charges detailed below.

#### **4.2 Training Courses**

- The Council offers an optional lunch for delegates that attend Food Safety and Health and Safety Courses. To recover the increased cost of providing the lunches a 50 pence uplift (9.1%) is proposed for 2016/17.

#### **4.3 Cemeteries Service**

- The Council provides a burial service in 6 cemeteries across the District, whilst maintaining another 15 closed cemeteries. FDC works hard to make sure that the cemeteries are pleasant and attractive places to visit. In order to deliver what visitors

to the cemeteries expect, we work together with our contractor, ISS Facility Services, to ensure that high standards are maintained.

- Following a step change in prices for cemetery services two years ago, Fenland's prices remain at the market rate. This being the case any increase would be difficult to justify with the current inflation rate and prices are recommended to remain at their current level for 2016 / 17.

#### 4.4 **Commercial Waste Services**

- The commercial waste services are subject to competition from the private sector. To remain competitive, and support small local businesses, no increases in charges are being recommended this year.

#### 4.5 **Leisure Services**

##### **(i) Summary**

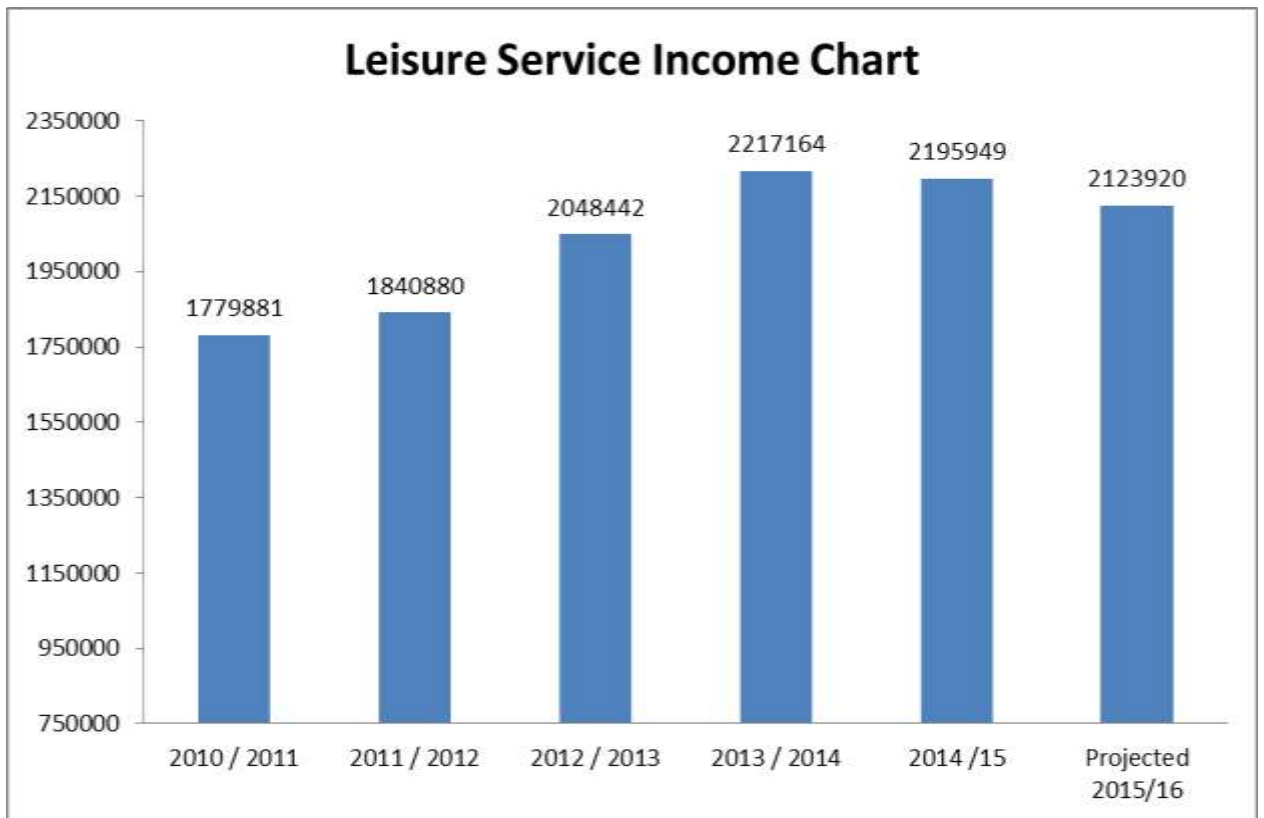
- Fenland operates a leisure centre in each market town. Attendances are approximately 800,000 paying visits per year, generating projected revenue of £2.12m in 2015/16.
- There remains spare capacity in each of the facilities to accommodate more users during the Daytime Membership periods. Anytime (peak) membership usage in most fitness facilities is at or near capacity.
- The leisure service is a discretionary service, provided by the Council for the benefit of the community, delivering a quality, customer focused service.
- The leisure service continues to position itself on a more commercial footing continuing with the actions set out in the leisure strategy, adopting principles used by the wider leisure industry to maximise financial performance.
- Customer feedback indicates that customers are generally pleased with the service that they receive and would recommend the service to a friend or colleague.

##### **(ii) Budget Position**

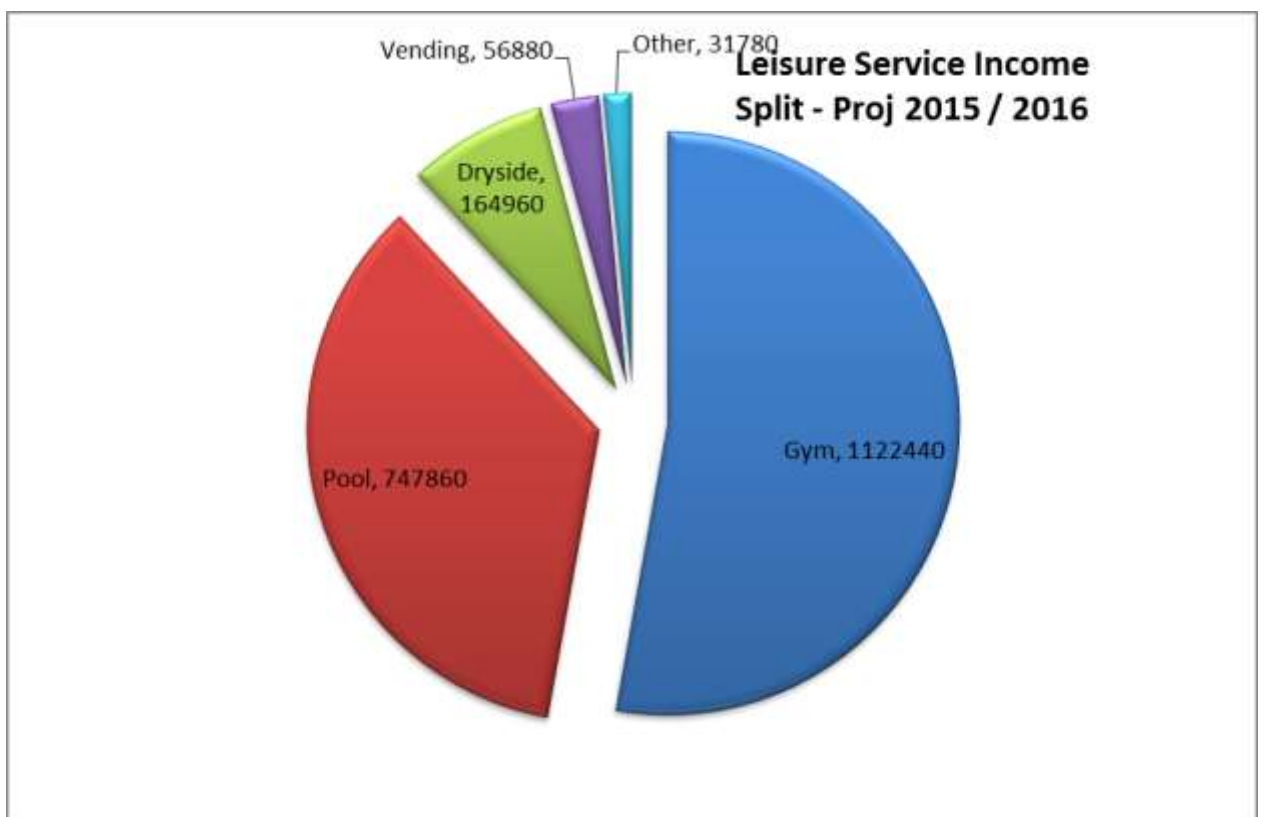
- Fees and charges levied for use of the leisure centres contribute towards reducing the net cost of providing the service. The net position remains a deficit, however the cost of running the centres has reduced as the service transforms to operating on a more commercial footing.

##### **(iii) Income Trends**

- The chart below illustrates the income position of the business over the past 6 years, with a projection for the current financial year, highlighting that the service income levels have increased marginally year on year through 2010/11 to 2013/14. The 2014/15 actual and projection for the current financial year shows a slight dip in income when compared with 2013/14.



- Whilst the service provides access to many health and social activities, the bulk of income stems from swimming pool and gym income; this is demonstrated and further broken down in the following chart, based on projected 2015/16 income:



#### **(iv) Leisure Services Pricing**

- An evaluation of similar leisure offers in local competitor and neighbouring authorities has identified that the Council's prices are set at the market rate. To increase prices during a period of near zero inflation above their current level would be an unreasonable approach and might reduce income instead of increasing it.
- It is recommended that the prices for leisure services remain at current levels for 2016 /17.

#### **4.6 Travellers Sites**

- The Council operates and manages 5 sites comprising 64 pitches, situated in Wisbech, Wisbech St. Mary, Murrow, Parson Drove and Chatteris, on behalf of Cambridgeshire County Council (who owns them). No increase in site rents are proposed as the income from these currently exceed operating costs and benchmarking shows that rents are in line with or above neighbouring authorities. Any surplus generated from these rents are re-invested in the sites in accordance with the management arrangements agreed with Cambridgeshire County Council.

#### **4.7 Homeless Persons Accommodation**

- No Increase in rents recommended at Creek Road Hostel as rents are in line with social housing provided by Circle Housing Roddons.
- Increase in rents of 0.9% at the temporary accommodation properties (leased from Roddons) are proposed, in accordance with the lease agreement.

#### **4.8 Licensing**

- Licensing Fees issued under the Licensing Act 2003 and Gambling Act 2005 are set by government and no increases are proposed for 2016/17.
- Hackney Carriage/Private Hire Licences charges should be set a level to recover the estimated cost of the service. In order to meet this objective and to cover the remedial works to Falcon Road layover over a 5 year period, it is proposed that Licence fees are increased above inflation by between, 2.1-13.9%, £6-£30.

#### **4.9 Residential Caravan Site licences.**

- The Mobile Homes Act 2013 allows the Council to charge residential caravan site owners, fees, in respect to "Relevant Protected Sites" (traditionally residential caravan sites; so touring / seasonal sites are exempt from fees).
- It is proposed to introduce charges, based on full cost recovery, for new applications, annual inspections and a fee for variation/transfer. The charges proposed are £450, £250 and £110 respectively.

### **5 PLANNING, RESOURCES & CUSTOMER SERVICES**

#### **5.1 Planning Fees**

- These fees are set by government. Following four years of no increases, these fees were last increased by 15% with effect from 22 November 2012. No fee increases have been announced for 2016/17.
- The Council approved a proposal to introduce charging for pre-application planning advice on 17 December 2015. The rationale and schedule of charges were presented to this committee on 23 November 2015.
- No increase in Ancillary charges are proposed as very limited income is generated from these.

## **6 POLICY & GOVERNANCE**

### **6.1 Land Charges**

- No increase in the basic search fees are being proposed, as the current fees are at a level which covers costs and maintains competitiveness. Search fees are currently outside the scope of VAT. HMRC are considering implementing VAT on certain fees from 1 February 2016, should this change be agreed, the Council will pass on the full VAT liability on those fees to its customers.

### **6.2 Electoral Registration**

- These fees are set by government and no further increases are planned for 2016/17.

## **7 FINANCIAL SUMMARY**

- 7.1 The proposals in sections 3-6 above and Appendix A would, at current usage levels, generate further income from fees and charges by an estimated £40,810. This would, in overall terms, meet the income levels already included in the draft budget report for 2016/17. Any reduction in the level of increases proposed will increase the pressure on the level of savings required.
- 7.2 The total estimated fees and charges which will be included in the final budget report for 2016/17, takes into account the agreed level of fees together with estimated usage/activity levels.





Growth & Infrastructure

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<b>PORT OF WISBECH AUTHORITY (NENE PORTS) FEES &amp; CHARGES</b>				
<b>1. <u>Harbour and Light Dues</u></b>				
a. To Wisbech - per G.T.	0.478 (z)	0.478 (z)	0.0%	
b. To Sutton Bridge - per G.T.	0.400 (z)	0.400 (z)	0.0%	
<b>Oil Spill Prevention Charge</b> - per ship per visit	18.20	18.20	0.0%	
<b>2. <u>Conservancy Dues</u></b>				
a. To Wisbech - per G.T.	0.347 (z)	0.347 (z)	0.0%	
b. To Sutton Bridge - per G.T.	0.347 (z)	0.347 (z)	0.0%	
<b>3. <u>Wharfage Dues (Wisbech Only)</u></b>				
(i) Steel & Iron products - per tonne	0.486 (z)	0.486 (z)	0.0%	
(ii) Timber (Deals, battens, boards etc) - per cu.m.	0.497 (z)	0.497 (z)	0.0%	
(iii) Timber (Plywood, hardboard etc) - per cu.m.	0.629 (z)	0.629 (z)	0.0%	
(iv) Grain, Animal Feeds - per tonne	0.460 (z)	0.460 (z)	0.0%	
(v) Fertilisers, Sand, Salt - per tonne	0.562 (z)	0.562 (z)	0.0%	
(vi) Aggregates - per tonne	0.562 (z)	0.562 (z)	0.0%	
(vii) Bricks, Scrap Metal - per tonne	0.486 (z)	0.486 (z)	0.0%	
Others by arrangement				
(viii) ISPS Charge - per ship per visit	31.82 (z)	31.82 (z)	0.0%	
<b>4. <u>Pilotage and Boarding &amp; Landing Dues</u></b>				
<b>a For a vessel to Wisbech</b>				
- total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	694.34 (z)	694.34 (z)	0.0%	
(ii) exceeding 1000	0.696 (z)	0.696 (z)	0.0%	
<b>b For a vessel to Sutton Bridge</b>				
- total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	651.60 (z)	651.60 (z)	0.0%	
(ii) exceeding 1000	0.652 (z)	0.652 (z)	0.0%	

## Growth &amp; Infrastructure

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<b>Additional Charges</b> (excluding any charges imposed by terminal operators or agents in respect of attendance at ships by boatmen / ropemen or other personnel)				
<b>c Detention</b> If a pilot is detained on board or taken to another port as a result of extreme weather or other unavoidable causes: a charge per hour of up to a maximum of The ship will also be liable for any public transportation costs of the pilot's return to port of boarding and subsistence charges during this time.	67.50 (z) 1,011.80 (z)	67.50 (z) 1,011.80 (z)	0.0% 0.0%	
<b>d '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%.				
<b>e Harbour Services</b> Vessel movements in harbour area including mooring and unmooring and moving berth, Draft Surveys, a flat rate charge of	94.00 (z)	94.00 (z)	0.0%	
<b>f Attendance</b> For pilotage subsequently not required for a tide or failure to make ETA/ETD or vessel does not arrive as advised, a flat rate of For inward passage cancelled following attendance, a further flat rate charge for boarding service of 1 hour pilot boat at per hour	94.00 (z) 220.50 (z)	94.00 (z) 220.50 (z)	0.0% 0.0%	
<b>g Pilot Exemption Certificate Application (Processing fee)</b> For a Master of any vessel over 20m working in the harbour jurisdiction without a pilot must apply for a PEC, subject to approval from the Harbour Ma:	279.80	279.80	0.0%	
<b>h Pilot Exemption Fee 25% of Full Pilotage (per day)</b>				
<b>i Dredging/Bed Levelling (Charge per Hour)</b> Minimum of 3 hours, plus mobilisation (see below) Tariff rates for Dredging/Bed Levelling apply only within the port areas of Wisbech and Sutton Bridge. Others by negotiation.	276.50	276.50	0.0%	
<b>j Towing (Charge per Hour)</b> Minimum of 2 hours within the confines of the harbour areas, plus mobilisation/cancellation time (see below) Minimum of 4 hours for a stern tow from seaward to Sutton Bridge, plus mobilisation time (see below)	276.50 (z) 276.50 (z)	276.50 (z) 276.50 (z)	0.0% 0.0%	

**Growth & Infrastructure**

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<b>k Mobilisation/Cancellation fee Time (Charge per Hour)</b> Charge for passage to place towing vessel on station, with a Minimum of 1 hour. No charge will apply if cancelled 4 hrs before HW	165.85 (z)	165.85 (z)	0.0%	
<b>l Surveying</b> Per day or part thereof, hire of equipment Per hour, for processing results Cancellation fee of 40% of completed works	162.40 88.40	162.40 88.40	0.0% 0.0%	
<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	85.00 173.45 223.80 276.50	85.00 173.45 223.80 276.50	0.0% 0.0% 0.0% 0.0%	
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)	250.00	250.00	0.0%	
<b>o Duty Officer Call Out Charge</b> Out of hours (per hour) - 1600 - 0800	90.30	90.30	0.0%	
<b>p Marine Works Superintendence - per hour</b> (minimum 1 hour)	89.50	89.50	0.0%	
<b>q Pilot Ordering</b> All Pilots must be ordered 6 hours before HW, a late notice charge will be applied for each pilot ordered after this time	95.75	95.75	0.0%	
<b>r Harbour Master Superintendence - per hour</b> (minimum 1 hour)	107.00	107.00	0.0%	
<b>s Local Notice to Mariners</b> A charge will apply where the Harbour Authority has to raise a Local Notice to Mariners (LNTM) on behalf of third parties, of	150.00	150.00	0.0%	

Growth & Infrastructure

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<p><b>Small Commercial Vessels - Non Resident.</b></p>				
<p><u>Mooring on Authority's Pontoons at Sutton Bridge or Wisbech</u></p>				
<p>Per metre LOA per 24 hours or part there of</p>	5.85	5.85	0.0%	
<p>Per metre per 7 days</p>	25.40	25.40	0.0%	
<p><b>Small Commercial Vessels - Resident/Non Resident</b></p>				
<p>Harbour &amp; Light Dues &amp; Conservancy Charge per vessel per visit.</p>	21.30 (z)	21.30 (z)	0.0%	
<p>Fuel Transfer Charge or Permission to fuel from tanker or across Authority's property.</p>				
<p>Per vessel per bunker and subject to 24 hours notice and Harbour Master's permission.</p>	39.60	39.60	0.0%	
<p>NB for purposes of this tariff addendum, Small Commercial Vessels are deemed those certified under the MCA Small Commercial Code of Practice and/or 24 metres LOA or below.</p>				
<p><b>Commercial Vessels - Lay By Wisbech Commercial Quay</b></p>				
<p>For all commercial vessels other than defined small commercial vessels, a charge per gross tonne shall apply per entry as follows.</p>	0.85	0.85	0.0%	
<p>An entry shall permit a maximum stay of four days after which further layby berthing dues become payable. Minimum 4 days.</p>				
<p>Harbour &amp; Light Dues, Pilotage, Conservancy, ship's waste, oil spill and ISPS charges as per tariff.</p>				
<p>Wisbech ship berths are NAABSA berths and vessels are subject to being required to move on demand. If dead ship, berthing conditions are strictly by prior agreement with the Harbour Master.</p>				
<p>VAT payable where applicable. All charges fall due on demand and before departure unless account facilities have been applied for and approved in advance.</p>				

**Growth & Infrastructure**

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<b>5. <u>Wisbech Yacht Harbour</u></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>				
	<b>Rate/metre</b>	<b>Rate/metre</b>		
	£	£		
12 months	131.25	131.25	0.0%	
6 months	88.00	88.00	0.0%	
3 months (min contract)	53.00	53.00	0.0%	
Port of Wisbech Authority Annual Licence	14.00 (z)	14.00 (z)	0.0%	
<b>note</b>				
- 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>b Pontoon Berths - Non-Contract (Visitor) Berthing Rates</b>				
<b>(Including Port of Wisbech Authority licence contribution)</b>				
	<b>Rate/metre</b>	<b>Rate/metre</b>		
	£	£		
Daily - per 24 hours (minimum charge £5.00)	1.60	1.60	0.0%	
Weekly	6.50	6.50	0.0%	
Monthly (28 days)	20.40	20.40	0.0%	
Special Events	POA	POA		
Short Stay Berth (Subject to availability) Max 2 hrs, not overnight	<b>No charge</b>	<b>No charge</b>		
Sail Training Vessels	<b>Less 20%</b>	<b>Less 20%</b>		
Club Rallies of over 2 Boats per visit	<b>Less 20%</b>	<b>Less 20%</b>		
Narrow Boats over 11m LOA	<b>Less 20%</b>	<b>Less 20%</b>		
Weather-bound craft maximum of one week	<b>Less 20%</b>	<b>Less 20%</b>		
<b>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				

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Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
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	29.00	29.00	0.0%	
Administration charge for each debtor account referred for collection	105.00	105.00	0.0%	
Administration charge for change in billing method after berthing application is accepted	29.00	29.00	0.0%	
<b>c Ancillary Charges</b>				
All yard services apply from 08:30 to 16:30 Monday to Friday excluding Bank Holidays. Otherwise charges are plus 100%.				
Any emergency weekend lifting plus 100%				
<b>(i) Boat lifting - Up to 15m LOA or 20 tonnes</b>				
<b>Lift Out</b>				
To yard, including shoring up using boat cradle/stands. Per metre	17.00	17.00	0.0%	
Minimum Charge	102.00	102.00	0.0%	
<b>Relaunch/Lift onto Trailer</b>				
Per metre.	17.00	17.00	0.0%	
Minimum Charge	102.00	102.00	0.0%	
<b>(ii) Vessels over 15m LOA and /or 20 tonnes to 55 tonnes plus 30%.</b>				
<b>Lift Out</b>				
To yard, including shoring up using boat cradle/stands. Per metre	22.00	22.00	0.0%	
Marine Service waiting charge per hour per person	39.00	39.00	0.0%	
<b>Relaunch/Lift onto Trailer</b>				
Per metre.	22.00	22.00	0.0%	
Weekly yard charge. Per metre Per week	8.00	8.00	0.0%	
<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	24.00	24.00	0.0%	
Marine Service waiting charge per hour per person	39.00	39.00	0.0%	
<b>Relaunch/Lift onto Trailer</b>				

Growth & Infrastructure

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
Per metre.	24.00	24.00	0.0%	
Weekly yard charge. Per metre Per week	8.00	8.00	0.0%	
(iv) <b>Lift out</b>				
<b>Hold in Slings</b> (subject to availability). Per metre, per 30 minutes Return to water	7.00	7.00	0.0%	
<b>Block Off</b> (ie. non use of yard cradle/stands). Per metre	9.00	9.00	0.0%	
<b>Hire of Yacht harbour Cradles (subject to availability)</b> per annum / pro rata per cradle	100.00	100.00	0.0%	
<b>Pressure wash by yard.</b> Per metre.	5.50	5.50	0.0%	
<b>Hire of electric pressure washer</b> (subject to availability). Per use.	11.00	11.00	0.0%	
<b>Hire of petrol pressure washer</b> (subject to availability). Per day. Plus Fuel.	40.00	40.00	0.0%	
(v) <b>Boom Crane Lifting . Max 3 tonnes.</b>				
<b>Mast stepping/unstepping</b> , per mast/per hour or part/per metre	11.00	11.00	0.0%	
<b>Engine lift</b> , per engine, per hour or part.	71.50	71.50	0.0%	
<b>Comercial Engine Lift</b>	POA	POA		
<b>Small boat lift.</b> Per metre each way.	11.00	11.00	0.0%	
Minimum charge each way.	43.90	43.90	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.	51.00	51.00	0.0%	
(vi) <b>Other Services</b>				
<b>Mast Storage.</b> Per mast up to 12m vessel LOA. Single payment . Over 12m vessel LOA. Single payment.	51.00 71.50	51.00 71.50	0.0% 0.0%	
<b>Boat Trailer or Cradle Storage</b> (subject to availability of space). p/a	73.00	73.00	0.0%	
<b>Miscellaneous Storage</b> as per trailer tariff	73.00	73.00	0.0%	
<b>Boat movement by yard staff</b> per hours, per metre				
Under boat's own power	5.25	5.25	0.0%	
Using WYH workboat	13.20	13.20	0.0%	
<b>Cleaning boat yard</b> if left untidy. Per hour.	60.00	60.00	0.0%	



**Growth & Infrastructure**

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<b>Marine Services Labour</b> For any additional work per hour.	40.00	40.00	0.0%	
<b>Marina pump out.</b> Per use, subject to availability.	15.00	15.00	0.0%	
<b>Non boatyard temporary hard standing.</b> Subject to availability. Charges as per non contract berthing rates.				
<b>Hire of forklift and operator.</b> Up to 2.8 tonne lifts. First half hour or part.	55.00	55.00	0.0%	
Per additional hour	27.50	27.50	0.0%	
<b>Scaffold Board hire</b> per week or part thereof.	32.50	32.50	0.0%	
<b>Electricity</b> By prepaid card from Harbour Office				
<b>Tradesmen's Licence.</b> Annual working permit. Tradesmen to work in boatyard, yacht harbour or slipway. Subject to insurance and Harbour Master's approval.	40.00	40.00	0.0%	
<b>Slipway</b> Haul and launch per metre	43.00	43.00	0.0%	
Shoring up. Time and materials basis.				
Slip rent per day per metre.	4.40	4.40	0.0%	
<b>Crab Marsh Work Shop</b> Premium under cover boat storage - short term Contract Only (berthing Contract rate + £150 per month)				

**Growth & Infrastructure**

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<b>6. <u>Sewage Disposal</u></b>  <b>Properties not connected to mains sewer</b> Private dwellings Service charge (per annum) Standing charge (per annum) Charges to Roddons as per the Transfer Agreement	< As per AW >	< As per AW >		
<b>7. <u>Mini Factories</u></b>  <b>Rents negotiable within:</b>  a. the minimum - per square foot and; ** b. the maximum - per square foot  c. the minimum - per square metre and; ** d. the maximum - per square metre  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	4.00 (e) 7.50 (e)  43.06 (e) 80.73 (e)	4.25 (e) 8.00 (e)  45.75 (e) 86.11 (e)	6.3% 6.7%  6.3% 6.7%	£0
<b>8. <u>South Fens Business Centre, Chatteris</u></b> charges shown <b>net</b> of VAT  a. the minimum - per square foot and; ** b. the maximum - per square foot  c. the minimum - per square metre and; ** d. the maximum - per square metre	n/a n/a  n/a n/a	17.50 19.50  188.37 209.90	Revised Calculation  Revised Calculation	£0

**Growth & Infrastructure**

Description of Charge		2015/16 Charge £	Proposed 2016/17 Charge £	%	Estimated Additional Income £
<b>e.</b>	Catering				<b>Room Hire</b>
	Tea and coffee per head	2.00	2.00	0.0%	<b>e - h</b>
	Orange Juice per jug	1.50	1.75	16.7%	<b>£1,500</b>
<b>f.</b>	Weekday room charges (Mon-Fri 9am to 5pm)				
	Rates for tenants - per hour				
	Beech	20.50	21.00	2.4%	
	Oak/Apple	15.50	16.00	3.2%	
	Small Meeting rooms (first hr free)	8.25	8.50	3.0%	
	Large Meeting rooms (first hr free)	n/a	11.60	<b>New Charge</b>	
	Rates for tenants - per half day				
	Beech	53.50	54.50	1.9%	
	Oak/Apple	38.50	39.50	2.6%	
	Small Meeting rooms (first hr free)	20.50	21.00	2.4%	
	Large Meeting rooms (first hr free)	n/a	29.30	<b>New Charge</b>	
	Rates for tenants - per full day				
	Beech	84.50	86.25	2.1%	
	Oak/Apple	62.50	64.00	2.4%	
	Small Meeting rooms (first hr free)	34.50	35.50	2.9%	
	Large Meeting rooms (first hr free)	n/a	48.80	<b>New Charge</b>	
<b>g.</b>	Weekday room charges (Mon-Fri 9am to 5pm)				
	Rates for others - per hour				
	Beech	33.00	34.00	3.0%	
	Oak/Apple	20.50	21.00	2.4%	
	Small Meeting rooms (first hr free)	12.80	13.25	3.5%	
	Large Meeting rooms (first hr free)	n/a	17.00	<b>New Charge</b>	
	Rates for others - per half day				
	Beech	81.00	82.50	1.9%	
	Oak/Apple	57.50	59.00	2.6%	
	Small Meeting rooms (first hr free)	29.75	30.50	2.5%	
	Large Meeting rooms (first hr free)	n/a	41.50	<b>New Charge</b>	
	Rates for others - per full day				
	Beech	141.00	145.00	2.8%	
	Oak/Apple	102.00	105.00	2.9%	
	Small Meeting rooms (first hr free)	47.00	48.50	3.2%	
	Large Meeting rooms (first hr free)	n/a	69.50	<b>New Charge</b>	
<b>h.</b>	Evenings/Weekend room charges				
	Rates for others - per hour				
	Beech	63.50	65.00	2.4%	

**Growth & Infrastructure**

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
Oak/Apple	53.25	55.00	3.3%	
Rates for others - per half day				
Beech	169.00	173.00	2.4%	
Oak/Apple	127.50	130.00	2.0%	
Rates for others - per full day				
Beech	350.00	360.00	2.9%	
Oak/Apple	287.50	295.00	2.6%	
** to be applied when market forces dictate				
<b>9. <u>The Boathouse, Wisbech</u></b> charges shown net of VAT				<b>£0</b>
a. the minimum - per square foot and;	n/a	17.50	Revised	
** b. the maximum - per square foot	n/a	19.50	Calculation	
c. the minimum - per square metre and;	n/a	188.37	Revised	
** d. the maximum - per square metre	n/a	209.90	Calculation	
e. Catering				Room Hire
Tea and coffee per head	2.00	2.00	0.0%	e - h
Orange Juice per jug	1.50	1.75	16.7%	£1,000
f. Weekday room charges (Mon-Fri 9am to 5pm)				
Rates for tenants - per hour				
Richard Young Large	20.50	21.00	2.4%	
Lambton/Young 1 or 2	15.50	16.00	3.2%	
The Gallery	n/a	14.75	New Charge	
Meeting rooms (first hr free)	8.25	8.50	3.0%	
Rates for tenants - per half day				
Richard Young Large	53.50	54.50	1.9%	
Lambton/Young 1 or 2	38.50	39.50	2.6%	
The Gallery	n/a	36.00	New Charge	
Meeting rooms	20.50	21.00	2.4%	
Rates for tenants - per full day				
Richard Young Large	84.50	86.00	1.8%	
Lambton/Young 1 or 2	62.50	63.75	2.0%	
The Gallery	n/a	60.00	New Charge	
Meeting rooms	34.50	35.50	2.9%	

**Growth & Infrastructure**

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<b>g.</b> Weekday room charges (Mon-Fri 9am to 5pm)				
Rates for others - per hour				
Richard Young Large	33.00	34.00	3.0%	
Lambton/Young 1 or 2	20.50	21.00	2.4%	
The Gallery	n/a	19.50	New Charge	
Meeting rooms	12.80	13.25	3.5%	
Rates for others - per half day				
Richard Young Large	81.00	82.50	1.9%	
Lambton/Young 1 or 2	57.50	59.00	2.6%	
The Gallery	n/a	54.50	New Charge	
Meeting rooms	29.75	30.50	2.5%	
Rates for others - per full day				
Lambton/Young 1 or 2	141.00	145.00	2.8%	
Henson/Lambton/Young	102.00	105.00	2.9%	
The Gallery	n/a	96.00	New Charge	
Meeting rooms	47.00	48.50	3.2%	
<b>h.</b> Evenings/Weekend room charges				
Rates for others - per hour				
Richard Young Large	63.50	65.00	2.4%	
Lambton/Young 1 or 2	53.25	55.00	3.3%	
Rates for others - per half day				
Richard Young Large	169.00	173.00	2.4%	
Lambton/Young 1 or 2	127.50	130.00	2.0%	
Rates for others - per full day				
Richard Young Large	350.00	360.00	2.9%	
Lambton/Young 1 or 2	287.50	295.00	2.6%	
** to be applied when market forces dictate				
<b>10. Fenland Hall, March</b>				
<b>a.</b> Room Hire - per morning or afternoon session				
<b>(i)</b> Council Chamber	72.00 (e)	72.00 (e)	0.0%	
<b>(ii)</b> Other Rooms	32.00 (e)	32.00 (e)	0.0%	
<b>(ii)</b> Supplement for use - after 6.30pm	32.00 (e)	32.00 (e)	0.0%	
- on Saturdays and Sundays	76.00 (e)	76.00 (e)	0.0%	
- tea/coffee (minimum charge)	11.00	11.00	0.0%	

**Growth & Infrastructure**

<b>Description of Charge</b>	<b>2015/16 Charge £</b>	<b>Proposed 2016/17 Charge £</b>	<b>% Increase</b>	<b>Estimated Additional Income £</b>
- tea/coffee (per head)  In respect of Parish Councils, Association of Local Councils, and approved charities, free of charge, but supplementary charges apply as appropriate	<b>2.00</b>	<b>2.00</b>	<b>0.0%</b>	

Housing, Environment, Leisure & Community

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<b>1. Licences and Certificates</b>				
<b>a. Unfit Food Certificates</b>				
(i) - per hour inclusive of travelling expenses	78.50 (n)	78.50 (n)	0.0%	
(ii) - minimum charge	42.00 (n)	42.00 (n)	0.0%	
<b>b. Export Certificates</b>	78.50 (n)	78.50 (n)	0.0%	
<b>c. Acupuncture/Cosmetic piercing/Electrolysis/Semi-permanent skin colouring</b>				
(i) - Licence fee	157.00 (n)	157.00 (n)	0.0%	
(ii) - renewal/transfer/variation	43.50 (n)	43.50 (n)	0.0%	
<b>d. Detained Food - Recovery of commercial storage costs</b>	<b>Cost Recovery</b>	<b>Cost Recovery</b>		
<b>2. Stray Dogs</b>				
<b>Return of Stray Dog</b> - includes statutory fee of £25.00	40.00 (n)	40.00 (n)	0.0%	
plus kennelling fee - per day or part thereof (Set by contractors -no increase)	10.00 (n)	10.00 (n)	0.0%	
plus administration fee - per dog	11.20	11.20	0.0%	
<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%)	59.00 (e)	59.00 (e)	0.0%	
Level 3 Per module	59.00 (e)	59.00 (e)	0.0%	
Level 3 Full course	157.00 (e)	157.00 (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%)	39.00 (e)	39.00 (e)	0.0%	
Optional lunch cost when attending a whole day course	5.50	6.00	9.1%	
<b>4. Process Authorisation Fees</b> <b>Set by DEFRA</b>				
<b>a. Application fees</b>				
Standard	1,579.00 (n)	1,579.00 (n)	0.0%	
Additional fee for operating without a permit	1,137.00 (n)	1,137.00 (n)	0.0%	
Petrol Vapour Recovery I, Small Waste Oil Burner and Dry Cleaners Reduced Fee Activities	148.00 (n)	148.00 (n)	0.0%	
Petrol Vapour Recovery I and II combined	246.00 (n)	246.00 (n)	0.0%	
Other Reduced Fee Activities	346.00 (n)	346.00 (n)	0.0%	
Reduced fee activities: Additional fee for operating without a permit	68.00 (n)	68.00 (n)	0.0%	
Standard Mobile Plant for the 1st & 2nd applications	1,579.00 (n)	1,579.00 (n)	0.0%	
for the 3rd to 7th applications	943.00 (n)	943.00 (n)	0.0%	
for the 8th and subsequent applications	477.00 (n)	477.00 (n)	0.0%	
Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts				
<b>b. Annual Subsistence Charge</b>				
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%	

Housing, Environment, Leisure & Community

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<p>Late payment Fee * 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</p> <p><b>c. Transfer and Surrender</b> Standard process transfer Standard process partial transfer New operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15(2) of charging scheme) Surrender: all Part B activities Reduced fee activities: transfer Reduced fee activities: partial transfer</p> <p><b>d. Temporary transfer for mobiles</b> First transfer Repeat following enforcement or warning</p> <p><b>e. Substantial change</b> Standard process Standard process where the substantial change results in a new PPC activity Reduced fee activities</p>	<p>£50 (n)</p> <p>162.00 (n) 476.00 (n) 75.00 (n) 0.00 (n) 0.00 (n) 45.00 (n)</p> <p>51.00 (n) 51.00 (n)</p> <p>1,005.00 (n) 1,579.00 (n) 98.00 (n)</p>	<p>£50 (n)</p> <p>162.00 (n) 476.00 (n) 75.00 (n) 0.00 (n) 0.00 (n) 45.00 (n)</p> <p>51.00 (n) 51.00 (n)</p> <p>1,005.00 (n) 1,579.00 (n) 98.00 (n)</p>	<p>0.0%</p> <p>0.0% 0.0% 0.0% 0.0% 0.0% 0.0%</p> <p>0.0% 0.0%</p> <p>0.0% 0.0% 0.0%</p>	
<p><b>5. Food Premises</b> Copy register entries: Subject to charging policy under Freedom Of Information Act</p>				
<p><b>6. Ship Sanitation Certificates</b> Per Vessel (Gross Tonnage) Up to 1,000 1,001 - 3,000 3,001 - 10,000 10,001 - 20,000 20,001 - 30,000 Over 30,000 Vessel capacity between 50 &amp; 1,000 persons Vessel capacity over 1,000 persons * Increase to be in line with Association of Port Health Authorities Recommended Charges.</p>	<p>72.00 (n) 108.00 (n) 165.00 (n) 216.00 (n) 273.00 (n) 330.00 (n) 330.00 (n) 567.00 (n)</p>	<p>76.00 (n) 112.00 (n) 172.00 (n) 228.00 (n) 290.00 (n) 345.00 (n) 345.00 (n) 595.00 (n)</p>	<p>5.6% * 3.7% * 4.2% * 5.6% * 6.2% * 4.5% * 4.5% 4.9%</p>	
<p><b>7. Private Water Supply Regulations 2009</b> <i>Currently set in line with guidance.</i> a Risk Assessment (each assessment) - recover costs b Sampling (each visit) - recover costs c Investigation (each investigation) - recover costs d Granting an authorisation (each authorisation) - recover costs e Analysing a sample taken under Regulation 10 - recover costs taken during check monitoring - recover costs taken during audit monitoring - recover costs</p>	<p>max £500 (n) max £100 (n) max £100 (n) max £100 (n)</p> <p>max £25 (n) max £100 (n) max £500 (n)</p>	<p>max £500 (n) max £100 (n) max £100 (n) max £100 (n)</p> <p>max £25 (n) max £100 (n) max £500 (n)</p>	<p>0.0% 0.0% 0.0% 0.0%</p> <p>0.0% 0.0% 0.0%</p>	



Housing, Environment, Leisure & Community

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<b>8. Burial Grounds</b>				
<b>a. Interment Fee for Residents (Including Memorial Safety Inspection Fee)</b>				
<b>Monday to Friday (excluding Bank Holiday)</b>				
(i) a still-born or any child under one month of age	145.00 (n)	145.00 (n)	0.0%	
(ii) any child whose age at the time of death exceeds one month, but does not exceed twelve years (Childrens Section);	240.00 (n)	240.00 (n)	0.0%	
(iii) any person (Lawn Area)	620.00 (n)	620.00 (n)	0.0%	
(iv) any person (Traditional Area)	800.00 (n)	800.00 (n)	0.0%	
For the interment of cremated remains. at the same time as a burial (25% of Ashes Internment Fee)	215.00 (n)	215.00 (n)	0.0%	
<b>Saturday, Sunday or Bank Holiday</b>				
50% added to fees set out in a (i) to (iv) above				
<b>b. Exclusive Rights of Burial in an Earthen Grave for Residents</b>				
6 ft. x 3 ft. Childrens Plot	245.00 (n)	245.00 (n)	0.0%	
9 ft. x 4 ft. Adult Plot (Lawn Area)	620.00 (n)	620.00 (n)	0.0%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	800.00 (n)	800.00 (n)	0.0%	
Cremated remains, size 2ft x 2ft	160.00 (n)	160.00 (n)	0.0%	
<b>c. Choosing Plot for Exclusive Rights of Burial</b>				
Visiting cemetery with cemetery staff to choose plot	60.00	60.00	0.0%	
<b>d. Premium Plots for Exclusive Rights of Burial in an Earthen Grave for Residents</b>				
100% added to fees set out in b.				
<b>e. Interment for Non-Resident</b>				
100% added to fees set out in a.				
<b>f. Exclusive Rights of Burial in an Earthen Grave, including Premium Plots for Non Residents</b>				
100% added to fees set out in b & d				
<b>g. Transfer of Ownership of Exclusive Rights</b>				
Transfer of Ownership (Internment of ER Holder)	36.00 (n)	36.00 (n)	0.0%	
Transfer of Ownership	72.00 (n)	72.00 (n)	0.0%	
<b>h. Exhumation of Coffin - minimum charge</b>				
	1,850.00	1,850.00	0.0%	
<b>i. Exhumation of Cremated remains - minimum charge</b>				
	425.00	425.00	0.0%	
<b>j. Monuments, Gravestones, Tablets and Monumental Inscription</b>				
For the right to erect or place on a grave or vault, in respect of which an exclusive right of burial has been granted:				
Additional added Inscription				
	87.00 (n)	87.00 (n)	0.0%	
Single Memorial headstone not exceeding 3 ft. in height - Child				
	138.00 (n)	138.00 (n)	0.0%	
Single Memorial headstone not exceeding 3 ft. in height on single plinth - Adult				
	164.00 (n)	164.00 (n)	0.0%	
Single Memorial headstone not exceeding 3 ft. in height on double plinth - Adult				
	250.00 (n)	250.00 (n)	0.0%	
Double Memorial headstone not exceeding 3 ft. in height on double plinth - Adult				
	335.00 (n)	335.00 (n)	0.0%	
Kerb Set &/or Flatstone Child Plot 6 ft x 3 ft (Traditional Area)				
	138.00 (n)	138.00 (n)	0.0%	
Kerb Set &/or Flatstone Adults Plot (Single Traditional Area)				
	305.00 (n)	305.00 (n)	0.0%	
Kerb Set &/or Flatstone Adult Plot (Double Traditional Area)				
	590.00 (n)	590.00 (n)	0.0%	

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Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
Single Vase - Not exceeding 10" in diameter and 8" in height	70.00 (n)	70.00 (n)	0.0%	
Single Tablet - 18" x 18" with or without Vase on any single grave or cremation plot	180.00 (n)	180.00 (n)	0.0%	
Double Tablet - 42" x 18" with or without Vase on any double grave or cremation plot	270.00 (n)	270.00 (n)	0.0%	
<b>Note</b> A vase without any inscription requires no further rights				
<b>k. Mount Pleasant Cemetery Wisbech</b>				
Hire of Chapel - Standard Fee	95.00 (n)	95.00 (n)	0.0%	
<b>l. Grave Space Maintenance</b>				
Lawn Areas - Headstones washed & cleaned in Dec, March, June & Sept each year	230.00 (n)	230.00 (n)	0.0%	
Traditional Areas - Single maintained as above incl removal of vegetation & clean surrounds	280.00 (n)	280.00 (n)	0.0%	
Traditional Areas - Double maintained as above incl removal of vegetation & clean surrounds	505.00 (n)	505.00 (n)	0.0%	
<b>m. Burial Information</b>				
Internment information & historical records - per plot - up to 5 plots	26.00 (n)	26.00 (n)	0.0%	
Internment information & historical records - each plot	6.00 (n)	6.00 (n)	0.0%	
Internment information & historical records (accompanied) - up to 2 hrs	58.00 (n)	58.00 (n)	0.0%	
Internment information & historical records (accompanied) - each additional hour	35.00 (n)	35.00 (n)	0.0%	
<b>n. Cemetery Keys</b>				
a. Provision of security coded keys for access to cemeteries (Wisbech & Chatteris)	15.75 (n)	15.75 (n)	0.0%	
b. Provision of keys for access to cemeteries (March & Whittlesey)	5.00 (n)	5.00 (n)	0.0%	
<b>o. Benches</b> New base, plaque & Teak seat/bench	POA (n)	POA (n)		
<b>p. Trees</b> Purchase, planting, Plaque & maintenance	POA	POA		
<b>q. Short Notice Fee</b> Internment arrangements required with less than 2 working days	54.00 (n)	54.00 (n)	0.0%	

Housing, Environment, Leisure & Community

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<b>9. Commercial Waste (Standard Prices Per Collection)*</b>				
a. General Commercial Waste				
per sack or equivalent for 25 to 99 sacks (min 25)	2.00 (n)	2.00 (n)	0.0%	
per sack or equivalent for 100 or more sacks in a single transaction	1.85 (n)	1.85 (n)	0.0%	
Wheeled Bins - 240 litre	7.30 (n)	7.30 (n)	0.0%	
360 litre	7.85 (n)	7.85 (n)	0.0%	
660 litre	11.35 (n)	11.35 (n)	0.0%	
1,100 litre	15.75 (n)	15.75 (n)	0.0%	
b. Commercial Recycling				
per sack or equivalent for 25 to 99 sacks (min 25)	1.60 (n)	1.60 (n)	0.0%	
per sack or equivalent for 100 or more sacks in a single transaction	1.50 (n)	1.50 (n)	0.0%	
Wheeled Bins - 240 litre	3.50 (n)	3.50 (n)	0.0%	
360 litre	4.25 (n)	4.25 (n)	0.0%	
660 litre	5.80 (n)	5.80 (n)	0.0%	
1,100 litre	7.60 (n)	7.60 (n)	0.0%	
c. Refuse from Charity Shops and Schools***				
per sack or equivalent for 25 to 99 sacks (min 25)	1.60 (n)	1.60 (n)	0.0%	
per sack or equivalent for 100 or more sacks in a single transaction	1.50 (n)	1.50 (n)	0.0%	
Wheeled Bins 240 litre	4.95 (n)	4.95 (n)	0.0%	
360 litre	5.25 (n)	5.25 (n)	0.0%	
660 litre	7.50 (n)	7.50 (n)	0.0%	
1,100 litre	10.25 (n)	10.25 (n)	0.0%	
d. Recycling from Charity Shops and Schools***				
per sack or equivalent for 25 to 99 sacks (min 25)	1.60 (n)	1.60 (n)	0.0%	
per sack or equivalent for 100 or more sacks in a single transaction	1.50 (n)	1.50 (n)	0.0%	
Wheeled Bins 240 - 1100 litre fortnightly collection	5.00 (n)	5.00 (n)	0.0%	
* Introductory offers, multiple service, direct debit reductions and similar rates may be applied by Head of Service.				
*** Applies to businesses and organisations recognised within the Council's Chargeable Household Waste Policy				
****Bins exceeding this weight will be charged at double fee per empty				
<b>10. Bulky Household Waste</b>				
Transportation of up to a maximum of 4 items per visit including fridges (minimum charge)	29.50 (n)	29.50 (n)	0.0%	
(i) Each household item above 4 items including fridges	14.50 (n)	14.50 (n)	0.0%	
<i>Corporate Director has discretion to waive charge in cases of severe hardship</i>				
<b>11. Domestic Bin Provision</b>				
Replacement 240Ltr Bins Green, Brown or Blue				
a. Per unit 240 litre	30.00 (n)	30.00 (n)	0.0%	
Provision of Bins				
b. Supply 3 x 240lt wheeled bins to individual new or renovated property	71.00 (n)	71.00 (n)	0.0%	
c. Supply 1 x 600lt or 1100lt domestic wheeled bin to new multiple occupancy property	212.00 (n)	212.00 (n)	0.0%	



Housing, Environment, Leisure & Community

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<p><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</p>				
<p><b>16. Leisure Charges</b></p>				
<p><b>Swimming Pools</b> - per session</p>				
<p>a. Adult swim</p>	4.00	4.00	0.0%	
<p>b. Concessionary swim</p>	2.85	2.85	0.0%	
<p>c. Under 5's</p>	1.10	1.10	0.0%	
<p>d. Adult swim lesson (half hour)</p>	6.00 (e)	6.00 (e)	0.0%	
<p>e. Junior/Concessionary swim lesson (half hour)</p>	4.85 (e)	4.85 (e)	0.0%	
<p>f. Large pool hire</p>	82.60 (e)	82.60 (e)	0.0%	
<p>Small pool hire</p>	42.10 (e)	42.10 (e)	0.0%	
<p>g. Galas</p>	106.00	106.00	0.0%	
<p>h. Lifeguard</p>	15.00	15.00	0.0%	
<p>i. Optimum Card - one off payment</p>	1.00	1.00	0.0%	
<p><b>Lifestyle Fitness and Health Suites</b></p>				
<p>a. Fitness Studio - Casual use (available prior to 4.30pm weekdays &amp; weekends only)</p>				
<p>Adult</p>	7.00	7.00	0.0%	
<p>Concession</p>	5.00	5.00	0.0%	
<p>b. GP Referral &amp; Energetix (off peak only)</p>	3.45 (e)	3.45 (e)	0.0%	
<p>Adults &amp; Concessions</p>				
<p>c. Sauna &amp; Steam Rooms</p>	3.00	3.00	0.0%	
<p>Adults &amp; Concessions</p>				
<p><b>Memberships</b></p>				
<p><b>Lifestyle Joining Fee</b></p>				
<p>Adult</p>	29.99	29.99	0.0%	
<p>Concession</p>				
<p><b>Anytime Membership</b></p>				
<p>Monthly plan</p>	40.50	40.50	0.0%	
<p>Monthly 6 month plan</p>	36.50	36.50	0.0%	
<p>Monthly 12 month plan</p>	33.50	33.50	0.0%	
<p>Monthly - joint members</p>	73.00	73.00	0.0%	
<p><b>Daytime Membership (9.30am to 4.30 pm weekdays &amp; all weekend)</b></p>				
<p>Monthly plan</p>	30.50	30.50	0.0%	
<p>Monthly 6 month plan</p>	26.50	26.50	0.0%	
<p>Monthly 12 month plan</p>	23.50	23.50	0.0%	
<p>Monthly Joint</p>	63.00	63.00	0.0%	
<p><b>Swimming Pool Membership</b></p>				
<p>Annual Adult</p>	263.30	263.30	0.0%	
<p>Annual Junior/Concession</p>	183.55	183.55	0.0%	

Housing, Environment, Leisure & Community

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
Monthly Adult	26.25	26.25	0.0%	
Monthly Junior/Concession	18.35	18.35	0.0%	
<b>Sports Activities</b>				
<b>Court Hire - Badminton/Table Tennis</b>				
Casual (Peak time)				
Hudson & Manor Leisure Centres				
Adults & Concessions	10.60	10.60	0.0%	
<b>Fitness Classes - Non Anytime Members</b>				
Adult	6.10 (e)	6.10 (e)	0.0%	
Concession	5.00 (e)	5.00 (e)	0.0%	
<b>Ladies Only &amp; Active Ageing Session (50+)</b>				
Adult	4.30 (e)	4.30 (e)	0.0%	
Concession	3.45 (e)	3.45 (e)	0.0%	
<b>Indoor Netball/Basketball/Volleyball</b>				
Adult & Concessions	34.90	34.90	0.0%	
<b>Tennis</b>				
Adult	6.60	6.60	0.0%	
Concession	4.30	4.30	0.0%	
<b>Floodlit Hardplay Area (Manor Leisure Centre)</b>				
All weather area	23.65	23.65	0.0%	
Football pitch & changing room	51.00	51.00	0.0%	
Artificial Turf Pitch	36.45	36.45	0.0%	
Adults	26.50	26.50	0.0%	
Concession	26.50	26.50	0.0%	
<b>Childrens Activities / Soft Play (peak)</b>	3.75	3.75	0.0%	
<b>Childrens Activities / Soft Play (off peak)</b>	3.25	3.25	0.0%	
<b>17. Markets</b>				
<b>Licensees - Full Charge</b>				
a. March (per 3m x 3m space)	12.00 (e)	12.00 (e)	0.0%	
b. Chatteris (per 3m x 3m space)	12.00 (e)	12.00 (e)	0.0%	
c. Whittlesey (per 3m x 3m space)	9.10 (e)	9.10 (e)	0.0%	
Discount given for bankers order payments	6.50%	6.50%		
<b>Casual Traders</b>				
<b>Additional seasonal premium will be added to all casual fees</b>				
<b>( Seasonal Premium 1 Sept to 31 December )</b>	1.00 (e)	1.00 (e)	0.0%	
a. March (per 3m x 3m space)	16.10 (e)	16.10 (e)	0.0%	
b. Chatteris (per 3m x 3m space)	16.10 (e)	16.10 (e)	0.0%	
c. Whittlesey (per 3m x 3m space)	13.25 (e)	13.25 (e)	0.0%	
<b>Markets - Non Market Days</b>				
<b>Trading on Chatteris Market Place on Non - Market Days (Tuesdays only)</b>				
- Licensees (per 3m x 3m space)	9.25 (e)	9.25 (e)	0.0%	

Housing, Environment, Leisure & Community

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<p>- Casual (per 3m x 3m space)</p> <p><b>Note:- For all markets extra space is sold pro-rata to the above charges</b></p> <p><b>Charity Stall at March on Saturdays</b> (no stall provided on other days or markets)</p>	13.25 (e)	13.25 (e)	0.0%	
<p><b>18. Fairs</b></p> <p><b>a. Chatteris</b> - Summer 550 (e)</p> <p><b>b. March</b> - Statute 2,440 (e) - Spring 1,200 (e)</p> <p><b>c. Whittlesey</b> - Summer 382 (e) - Autumn 382 (e) - Spring 382 (e)</p> <p><b>d. Wisbech</b> - Statute 3,520 (e) - Mart 7,530 (e)</p>				
<p><b>19. "Four Seasons Events"</b></p> <p><b>Charges for the events in Wisbech, Whittlesey, Chatteris &amp; March are to be agreed in consultation with the partners</b></p>				
<p><b>20. Hire Permits</b> FDC Licenced Premises</p> <p><b>a.</b> Events for each full single day, with up to 499 people attending at any one time, with or without a licensable activity. weekdays &amp; saturdays sundays &amp; bank holidays</p> <p><b>b.</b> Events for each full single day, with 500 &amp; 4,999 people attending at any one time, with or without a licensable activity. weekdays &amp; saturdays sundays &amp; bank holidays</p> <p><b>c.</b> Events for each full single day, with over 5,000 people attending at any one time, with or without a licensable activity. weekdays &amp; saturdays sundays &amp; bank holidays</p> <p><b>d.</b> Any Commercial Events</p>	<p>76.00</p> <p>127.00</p> <p>215.00</p> <p>262.00</p> <p>on application</p> <p>on application</p> <p>on application</p>	<p>76.00</p> <p>127.00</p> <p>215.00</p> <p>262.00</p> <p>on application</p> <p>on application</p> <p>on application</p>	<p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p>	
<p><b>21. Travellers Sites</b></p> <p>- in consultation with Cambs CC</p> <p><b>a.</b> Newbridge Lane, Wisbech - per pitch per week</p> <p><b>b.</b> Turf Fen, Murrow - per pitch per week</p> <p><b>c.</b> Seadyke Bank, Murrow - per pitch per week</p> <p><b>d.</b> Fenland Way, Chatteris - per pitch per week</p>	<p>52 wks</p> <p>78.56 (e)</p> <p>78.56 (e)</p> <p>78.56 (e)</p> <p>78.56 (e)</p>	<p>52 wks</p> <p>78.56 (e)</p> <p>78.56 (e)</p> <p>78.56 (e)</p> <p>78.56 (e)</p>	<p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p>	

Housing, Environment, Leisure & Community

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<p>e. Sandbank, Wisbech St Mary - per pitch per week 2014/15 Breakdown Rent £71.04 Water £7.52 (direct recharge) per week 2015/16 Breakdown Rent £71.04 Water £7.52 (direct recharge) per week</p>	78.56 (e)	78.56 (e)	0.0%	
<p><b>22. Homeless Persons</b></p> <p><b>Creek Road, Hostel</b> Unit One &amp; Two Daily Rent Unit One &amp; Two Daily Service Charge Unit Three, Four, Five &amp; Six Daily Rent Unit Three, Four, Five &amp; Six Daily Service Charge Unit Seven Daily Rent Unit Seven Daily Service Charge</p> <p><b>Temporary Accommodation (Leased from Circle Roddons)</b> 3 Tithe Road, Chatteris 58 Burcroft Road, Wisbech 32 Magazine Close, Wisbech 2 Hawthorne Avenue, Wisbech 15 Victoria Place, Wisbech 40 Osborne Road, Wisbech 3 West Street, Wisbech 19 Duke Street, Wisbech 26 Burnsfield Estate, Chatteris 51 Peyton Avenue, March</p>	<p>52 wks</p> <p>7.75 (n) 0.83 (n) 6.64 (n) 0.68 (n) 14.40 (n) 2.12 (n)</p> <p>115.47 (n) 111.12 (n) 121.51 (n) 117.83 (n) 100.20 (n) 96.25 (n) 108.18 (n) 100.20 (n) 117.83 (n) 117.83 (n)</p>	<p>52 wks</p> <p>7.75 (n) 0.83 (n) 6.64 (n) 0.68 (n) 14.40 (n) 2.12 (n)</p> <p>116.51 (n) 112.12 (n) 122.60 (n) 118.89 (n) 101.10 (n) 97.12 (n) 109.15 (n) 101.10 (n) 118.89 (n) 118.89 (n)</p>	<p>0.0% 0.0% 0.0% 0.0% 0.0% 0.0%</p> <p>0.9% 0.9% 0.9% 0.9% 0.9% 0.9% 0.9% 0.9% 0.9% 0.9%</p>	<p>£390</p>
<p><b>23. CCTV</b> <b>Viewing Footage - per hour</b> subject to a minimum charge of External Harddrives - to be supplied to FDC per CD per DVD per Video print <b>Subject Access Requests</b></p>	<p>49.45 98.90 3.75 8.70 1.30 10.55</p>	<p>49.45 98.90 3.75 8.70 1.30 10.55</p>	<p>0.0% 0.0% 0.0% 0.0% 0.0% 0.0%</p>	
<p><b>24. Licensing</b></p> <p>a. Part 5 Gambling Act 2005 (wef 01.09.07) Initial Registration Annual Renewal</p> <p>b. Gaming Machines notification for up to 2 machines Gaming Machines initial fee for more than 2 machines Gaming Machines anniversary fee for more than 2 machines</p> <p>c. Gambling Act 2005 Application fee in respect of provisional statement premises Bingo premises licence Adult gaming centre premises licence Betting premises (track) licence</p>	<p>40.00 (n) 20.00 (n) 50.00 (n) 150.00 (n) 50.00 (n)</p> <p>1,200.00 (n) 1,200.00 (n) 950.00 (n)</p>	<p>40.00 (n) 20.00 (n) 50.00 (n) 150.00 (n) 50.00 (n)</p> <p>1,200.00 (n) 1,200.00 (n) 950.00 (n)</p>	<p>0.0% 0.0% 0.0% 0.0% 0.0%</p> <p>0.0% 0.0% 0.0%</p>	





## Housing, Environment, Leisure &amp; Community

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
k. Animal Boarding Establishments } l. Dangerous Wild Animals Act } m. Dog Breeders }	£142 + vet fees	£142 + vet fees	0.0%	
n. Hypnotism Act Licence Based on cost recovery of officer time	70.00 (n)	70.00 (n)	0.0%	
<b>25. Hackney Carriage/Private Hire Licences</b>				<b>£10,920</b>
<b>Drivers Licence</b>				
a. Hackney Carriage Licence (new) Cost recovery officer time	105.00 (n)	111.00 (n)	5.7%	
b. Hackney Carriage 3 year Licence (new)	210.00 (n)	228.00 (n)	8.6%	
c. Hackney Carriage Licence (renewal)	81.00 (n)	87.00 (n)	7.4%	
d. Hackney Carriage 3 year Licence (renewal)	186.00 (n)	204.00 (n)	9.7%	
e. Private Hire Licence (new) Cost recovery officer time	105.00 (n)	111.00 (n)	5.7%	
f. Private Hire 3 year Licence (new)	210.00 (n)	228.00 (n)	8.6%	
g. Private Hire Licence (renewal)	81.00 (n)	87.00 (n)	7.4%	
h. Private Hire 3 year Licence (renewal)	186.00 (n)	204.00 (n)	9.7%	
i. Drivers Assessment	n/a	n/a		
j. Driver knowledge tests	50.00 (n)	50.00 (n)	0.0%	
k. DBS administration fee Admin fee for FDC/KLWN to conduct checks- fee separate	10.00 (n)	10.00 (n)	0.0%	
<b>Vehicle Licence</b>				
a. Hackney Carriage Licence (new & renewals) Cost recovery officer time	140.00 (n)	146.00 (n)	4.3%	
b. Private Hire Licence (new & renewals)	121.50 (n)	128.00 (n)	5.3%	
c. Private Hire Licence Special Event	121.50 (n)	128.00 (n)	5.3%	
d. transfer of plate to another vehicle Cost recovery	45.00 (n)	45.00 (n)	0.0%	
e. initial test fee	60.00 (n)	60.00 (n)	0.0%	
f. Re-test fee	38.40 (n)	38.40 (n)	0.0%	
<b>Private Hire Operators</b>				
a. Initial issue / renewal ( up to 3 cars )	76.00 (n)	82.00 (n)	7.9%	
b. 5 year Initial issue / renewal ( up to 3 cars )	216.00 (n)	246.00 (n)	13.9%	
c. Initial issue / annual renewal ( up to 10 cars )	146.00 (n)	152.00 (n)	4.1%	
d. 5 year Initial issue / annual renewal ( up to 10 cars )	370.00 (n)	400.00 (n)	8.1%	
e. Initial issue / annual renewal ( up to 20 cars )	212.00 (n)	218.00 (n)	2.8%	
f. 5 year Initial issue / annual renewal ( up to 20 cars )	520.00 (n)	550.00 (n)	5.8%	
g. Initial issue / annual renewal ( 20 + cars )	292.00 (n)	298.00 (n)	2.1%	
h. 5 year Initial issue / annual renewal ( 20 + cars )	684.00 (n)	714.00 (n)	4.4%	
<b>Others</b>				
a. new / broken / lost vehicle plate Cost recovery	45.00 (n)	45.00 (n)	0.0%	
b. damaged/lost driver's I.D. card Cost recovery	30.00 (n)	33.00 (n)	10.0%	

Housing, Environment, Leisure & Community

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
c. Cancellation of test	37.00 (n)	37.00 (n)	0.0%	
d. Notification of changes (i.e. address etc.) Cost recovery officer time	10.50 (n)	10.50 (n)	0.0%	
<b>26. Licensing Act 2003</b>				
a. Premises Licences & Club Certificates - Initial Fee				
Band A	100.00 (n)	100.00 (n)	0.0%	
Band B	190.00 (n)	190.00 (n)	0.0%	
Band C	315.00 (n)	315.00 (n)	0.0%	
Band D	450.00 (n)	450.00 (n)	0.0%	
Band E	635.00 (n)	635.00 (n)	0.0%	
b. Premises Licences & Variation Fee				
Band A	100.00 (n)	100.00 (n)	0.0%	
Band B	190.00 (n)	190.00 (n)	0.0%	
Band C	315.00 (n)	315.00 (n)	0.0%	
Band D	450.00 (n)	450.00 (n)	0.0%	
Band E	635.00 (n)	635.00 (n)	0.0%	
c. Premises Licences & Club Certificate - Annual anniversary fee				
Band A	70.00 (n)	70.00 (n)	0.0%	
Band B	180.00 (n)	180.00 (n)	0.0%	
Band C	295.00 (n)	295.00 (n)	0.0%	
Band D	320.00 (n)	320.00 (n)	0.0%	
Band E	350.00 (n)	350.00 (n)	0.0%	
d. Theft/loss etc of Club Certificate or Summary	10.50 (n)	10.50 (n)	0.0%	
e. Notification of Change of name or alteration of rules of Club	10.50 (n)	10.50 (n)	0.0%	
f. Change of relevant registered address of Club	10.50 (n)	10.50 (n)	0.0%	
g. Application to vary Community premises licence to include alternative licence condition	23.00 (n)	23.00 (n)	0.0%	
h. Personal Licences	37.00 (n)	37.00 (n)	0.0%	
i. Theft/Loss etc of Personal Licence	10.50 (n)	10.50 (n)	0.0%	
j. Temporary Event Notice	21.00 (n)	21.00 (n)	0.0%	
k. Theft/Loss etc of Temporary Event Notice	10.50 (n)	10.50 (n)	0.0%	
l. Transfers	23.00 (n)	23.00 (n)	0.0%	
m. Notification of Interest	21.00 (n)	21.00 (n)	0.0%	
n. Notification of Change of Licensee's details	10.50 (n)	10.50 (n)	0.0%	
o. Application for Copy of Licence	10.50 (n)	10.50 (n)	0.0%	
p. Provisional Statement	315.00 (n)	315.00 (n)	0.0%	
q. Interim Authority Notice	23.00 (n)	23.00 (n)	0.0%	
r. Minor Variation	89.00 (n)	89.00 (n)	0.0%	
s. Variation of DPS	23.00 (n)	23.00 (n)	0.0%	
<b>27. Residential Caravan Site Licensing</b>				
a. New Site License	n/a	450.00 (n)	New Charge	£2,000
b. Annual Inspection	n/a	250.00 (n)	New Charge	
c. Variation / Transfer	n/a	110.00 (n)	New Charge	



Planning, Resources & Customer Services

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
A1	0.70	0.70	0.0%	
(iii) Plan negatives - per copy				
A0	35.00	35.00	0.0%	
A1	16.95	16.95	0.0%	
f. Invoicing Charge	10.70	10.70	0.0%	
g. Provision of Planning and Engineering Information				
Decision notices & completion certificate				
(i) Building Regulations reference number provided	14.00	14.00	0.0%	
(ii) Building Regulations reference number <b>NOT</b> provided	63.20	63.20	0.0%	
Letter of Comfort	41.90	41.90	0.0%	
h. Completion of Questionnaires/Surveys for Commercial Bodies	42.15	42.15	0.0%	
i. 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		

Policy and Governance

Description of Charge	2015/16 Charge £	Proposed 2016/17 Charge £	% Increase	Estimated Additional Income £
<p><b>1. Land Charges</b></p> <p>a. Residential Basic Search</p> <p>b. Commercial Basic Search</p> <p>c. LLC1</p> <p>d. CON29 Residential</p> <p>e. CON29 Commercial</p> <p><i>For 'hard copy' requests, the fees for (a) - (e) above will be increased by 10%</i></p> <p>f. CON29O(No5) - each</p> <p>g. CON29O Enquiries - each</p> <p>h. Optional Extras</p> <p>i. Extra Parcel of Land -each</p> <p>j. Additional information - Further than 10 years previous (per hour)</p> <p>k. CON29 information not on Public Registers can now be requested individually</p> <p>A detailed breakdown is available from the Local Land Charges Team</p>	<p>122.00 (n)</p> <p>202.00 (n)</p> <p>28.00 (n)</p> <p>94.00 (n)</p> <p>174.00 (n)</p> <p>20.00 (n)</p> <p>12.00 (n)</p> <p>15.00 (n)</p> <p>15.00 (n)</p> <p>25.00 (n)</p>	<p>122.00 (n)</p> <p>202.00 (n)</p> <p>28.00 (n)</p> <p>94.00 (n)</p> <p>174.00 (n)</p> <p>20.00 (n)</p> <p>12.00 (n)</p> <p>15.00 (n)</p> <p>15.00 (n)</p> <p>25.00 (n)</p>	<p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p>	
<p><b>2. Electoral Registration</b></p> <p>a. Sales of the full electoral register</p> <p>(i) Data format - basic charge</p> <p>Data format - plus amount /1,000 entries</p> <p>(ii) Printed format - basic charge</p> <p>Printed format - plus amount /1,000 entries</p> <p>b. Sales of the edited electoral register</p> <p>(i) Data format - basic charge</p> <p>Data format - plus amount /1,000 entries</p> <p>(ii) Printed format - basic charge</p> <p>Printed format - plus amount /1,000 entries</p> <p>c. Sales of the overseas electoral register</p> <p>(i) Data format - basic charge</p> <p>Data format - plus amount /1,000 entries</p> <p>(ii) Printed format - basic charge</p> <p>Printed format - plus amount /1,000 entries</p> <p>d. Copying of candidates' expenses documents - per page</p>	<p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>0.20 (n)</p>	<p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>20.00 (n)</p> <p>1.50 (n)</p> <p>10.00 (n)</p> <p>5.00 (n)</p> <p>0.20 (n)</p>	<p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p> <p>0.0%</p>	

<b>3. <u>Sale of agendas</u></b>				
<b>a. Council Summons/Planning Agendas/Cabinet Agendas</b>	<b>11.00</b>	<b>11.00</b>	<b>0.0%</b>	