

2019/20 Fees and Charges - with effect from 1 April 2019

Service Group

Growth & Infrastructure
Housing, Environment, Leisure & Community Services
Resources & Customer Services
Planning, Policy & Governance

Note :

The charges are inclusive of standard rate VAT (except for charges for South Fens Business Centre and The Boathouse, which are shown excluding 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	2018/19 Charge £	2019/20 Charge £
PORT OF WISBECH AUTHORITY (NENE PORTS) FEES & CHARGES		
1. <u>Harbour and Light Dues</u>		
a. To Wisbech - per G.T.	0.488 (z)	0.500 (z)
b. To Sutton Bridge - per G.T.	0.408 (z)	0.418 (z)
Oil Spill Prevention Charge - per ship per visit	18.55	19.00
2. <u>Conservancy Dues</u>		
a. To Wisbech - per G.T.	0.365 (z)	0.374 (z)
b. To Sutton Bridge - per G.T.	0.365 (z)	0.374 (z)
3. <u>Wharfage Dues (Wisbech Only)</u>		
(i) Steel & Iron products - per tonne	0.511 (z)	0.523 (z)
(ii) Timber (Deals, battens, boards etc) - per cu.m.	0.522 (z)	0.534 (z)
(iii) Timber (Plywood, hardboard etc) - per cu.m.	0.661 (z)	0.677 (z)
(iv) Grain, Animal Feeds - per tonne	0.483 (z)	0.495 (z)
(v) Fertilisers, Sand, Salt - per tonne	0.590 (z)	0.604 (z)
(vi) Aggregates - per tonne	0.590 (z)	0.604 (z)
(vii) Bricks, Scrap Metal - per tonne	0.511 (z)	0.523 (z)
Others by arrangement		
(viii) ISPS Charge - per ship per visit	33.43 (z)	34.23 (z)
4. <u>Pilotage and Boarding & Landing Dues</u>		
a For a vessel to Wisbech		
- total for inward and outward - per G.T.		
(i) 1000 or below (Minimum - Lump Sum)	729.48 (z)	746.98 (z)
(ii) exceeding 1000	0.731 (z)	0.748 (z)
b For a vessel to Sutton Bridge		
- total for inward and outward - per G.T.		
(i) 1000 or below (Minimum - Lump Sum)	684.57 (z)	701.00 (z)
(ii) exceeding 1000	0.685 (z)	0.701 (z)
<u>Additional Charges</u>		
(excluding any charges imposed by terminal operators or agents		
in respect of attendance at ships by boatmen / ropemen or other		
personnel)		
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	69.50 (z)	71.15 (z)
up to a maximum of	1,042.15 (z)	1,067.15 (z)
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.		
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, Draft Surveys, a flat rate charge of		
	129.00 (z)	132.00 (z)
f Attendance		
For pilotage subsequently not required for a tide or failure to		
make ETA/ETD or vessel does not arrive as advised, a		

Description of Charge	2018/19 Charge £	2019/20 Charge £
flat rate of	129.00 (z)	132.00 (z)
For inward passage cancelled following attendance, a further flat rate charge for boarding service of 1 hour pilot boat at per hour	365.00 (z)	374.00 (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 N	288.00	295.00
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.	395.00	404.00
j Towing (Charge per Hour) Minimum of 2 hours within the confines of the harbour areas, plus mobilisation/cancellation time (see below)	395.00 (z)	404.00 (z)
Minimum of 4 hours for a stern tow from seaward to Sutton Bridge, plus mobilisation time (see below)	395.00 (z)	404.00 (z)
k Mobilisation/Cancellation fee Time (Charge per Hour) Charge for passage to place towing vessel on station, with a Minimum of 1 hour. No charge will apply if cancelled 4 hrs before HW	170.80 (z)	174.90 (z)
l Surveying Per day or part thereof, hire of equipment Per hour, for processing results Cancellation fee of 40% of completed works	167.00 91.00	171.00 93.00
m Harbour vessel's workboat hire (Charge per hour) Per hour, Minimum 4 hours, small boat hire Orca WB1 Per hour, minimum 4 hours, small workboat hire Nene Surveyor Per hour, minimum 4 hours, pilot boat hire Nene Pilot, Fenland Pilot Per hour, minimum 4 hours, Fenlander Tug	252.00 283.00 365.00 395.00	258.00 290.00 374.00 404.00
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)	257.00	263.00
o Duty Officer Call Out Charge Out of hours (per hour) - 1600 - 0800	93.00	95.00
p Marine Works Superintendence - per hour (minimum 1 hour)	92.00	94.00
q Pilot Ordering All Pilots must be ordered 6 hours before HW, a late notice charge will be applied for each pilot ordered after this time	98.60	101.00
r Harbour Master Superintendence - per hour (minimum 1 hour)	120.50	123.50
s Local Notice to Mariners A charge will apply where the Harbour Authority has to raise a Local Notice to Mariners (LNTM) on behalf of third parties, of	154.00	158.00

Description of Charge	2018/19 Charge £	2019/20 Charge £															
<p>Small Commercial Vessels - Non Resident.</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 Per metre per 7 days</p> <p>Small Commercial Vessels - Resident/Non Resident</p> <p>Harbour & Light Dues & Conservancy Charge per vessel per visit.</p> <p>Fuel Transfer Charge or Permission to fuel from tanker or across Authority's property.</p> <p>Per vessel per bunker and subject to 24 hours notice and Harbour Master's permission.</p> <p>NB for purposes of this tariff addendum, Small Commercial Vessels are deemed those certified under the MCA Small Commercial Code of Practice and/or 24 metres LOA or below.</p> <p>Commercial Vessels - Lay By Wisbech Commercial Quay</p> <p>For all commercial vessels other than defined small commercial vessels, a charge per gross tonne shall apply per entry as follows.</p> <p>An entry shall permit a maximum stay of four days after which further layby berthing dues become payable. Minimum 4 days.</p> <p>Harbour & Light Dues, Pilotage, Conservancy, ship's waste, oil spill and ISPS charges as per tariff.</p> <p>Wisbech ship berths are NAABSA berths and vessels are subject to being required to move on demand. If dead ship, berthing conditions are strictly by prior agreement with the Harbour Master.</p> <p>VAT payable where applicable. All charges fall due on demand and before departure unless account facilities have been applied for and approved in advance.</p>	<p>6.00 26.00</p> <p>21.90 (z)</p> <p>40.80</p> <p>0.87</p>	<p>6.15 26.60</p> <p>22.40 (z)</p> <p>41.80</p> <p>0.89</p>															
<p>5. <u>Wisbech Yacht Harbour</u> (All Rates include VAT at standard rate)</p> <p>a Pontoon Berths - Contract (Long Term) Berthing Rates</p> <p>Standard Term - (Vessel LOA greater than 6.0m)</p> <table data-bbox="159 1601 1425 1814"> <thead> <tr> <th></th> <th>Rate/metre £</th> <th>Rate/metre £</th> </tr> </thead> <tbody> <tr> <td>Per annum</td> <td>134.00</td> <td>134.00</td> </tr> <tr> <td>Per annum outside or inside hammer-head berths</td> <td>148.00</td> <td>148.00</td> </tr> <tr> <td>Per annum on commercial linear berths</td> <td>148.00</td> <td>148.00</td> </tr> <tr> <td>Port of Wisbech Authority Annual Licence</td> <td>14.50 (z)</td> <td>14.50 (z)</td> </tr> </tbody> </table> <p>note</p> <ul style="list-style-type: none"> - Rates apply afloat or for storage ashore but exclude boat lift charges. - For vessels arriving mid-term, charges are pro-rata. - Rates above apply given payment in full at point of invoice. Payment can be staggered but:- <ul style="list-style-type: none"> Two payments plus 5% Four payments plus 9% Twelve payments plus 13% 		Rate/metre £	Rate/metre £	Per annum	134.00	134.00	Per annum outside or inside hammer-head berths	148.00	148.00	Per annum on commercial linear berths	148.00	148.00	Port of Wisbech Authority Annual Licence	14.50 (z)	14.50 (z)		
	Rate/metre £	Rate/metre £															
Per annum	134.00	134.00															
Per annum outside or inside hammer-head berths	148.00	148.00															
Per annum on commercial linear berths	148.00	148.00															
Port of Wisbech Authority Annual Licence	14.50 (z)	14.50 (z)															

Description of Charge	2018/19 Charge £	2019/20 Charge £
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 £11.40)	1.90	1.90
Weekly (7 days)	9.90	9.90
Monthly (28 days) April - October	25.40	25.40
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%
Winter Storage Afloat		
November to March per month	20.40	20.40
Full five months	86.70	86.70
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.		
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	30.00	30.00
Administration charge for each debtor account referred for collection	110.00	110.00
Administration charge for change in billing method after berthing application is accepted	30.00	30.00
c Ancillary Charges		
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%		
(i) Boat lifting - Up to 15m LOA or 20 tonnes		
Lift Out		
To yard, including shoring up using boat cradle/stands. Per metre	17.50	17.50
Minimum Charge	102.00	102.00
Yard charge applies for non-contract rate at Non-Contract (Visitor) Berthing Rates		
Relaunch/Lift onto Trailer		
Per metre.	17.50	17.50
Minimum Charge	102.00	102.00

Description of Charge	2018/19 Charge £	2019/20 Charge £
(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	25.00	25.00
Marine Service waiting charge per hour per person	39.00	39.00
Relaunch/Lift onto Trailer		
Per metre.	25.00	25.00
Yard charge applies for non-contract rate at Non-Contract (Visitor) Berthing Rates		
(iii) Lift out		
Hold in Slings (subject to availability). Per metre, per 30 minutes	8.75	8.75
Return to water		
Hire of Yacht harbour Cradles (subject to availability)		
per annum / pro rata per cradle	100.00	100.00
Hire of electric pressure washer (subject to availability). Per use.	11.00	11.00
Hire of petrol pressure washer (subject to availability). Per day. Plus Fuel.	40.00	40.00
(iv) Boom Crane Lifting . Max 3 tonnes.		
Engine lift , per engine, per hour or part.	71.50	71.50
Comercial Engine Lift	POA	POA
Small boat lift . Per metre each way.	14.50	14.50
Minimum charge each way.	43.90	43.90
(v) Other Services		
Marine Services Labour (min 2 hours)		
For any additional work per hour, including the following:-	45.00	45.00
Cleaning boat yard if left untidy.		
Boat movement by yard staff (plus Harbour vessel's workboat hire)		
Mast stepping/unstepping.		
Pressure wash by yard.		
Mast Storage . Per mast up to 12m vessel LOA. Single payment .	51.00	51.00
Over 12m vessel LOA. Single payment.	71.50	71.50
Boat Trailer or Cradle Storage (subject to availability of space). p/a	73.00	73.00
Miscellaneous Storage as per trailer tariff	73.00	73.00
Marina pump out . Per use, subject to availability.	15.00	15.00
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.	55.00	55.00
Per additional hour	27.50	27.50
Electricity		
By prepaid card from Harbour Office		
Tradesmen's Licence . Annual working permit. Tradesmen to work in	80.00	80.00
boatyard, yacht harbour or slipway. Subject to insurance and Harbour		
Master's approval.		
Slipway		
Haul and launch per metre	43.00	43.00
Shoring up. Time and materials basis.		
Slip rent per day per metre.	4.40	4.40
Crab Marsh Work Shop		
Premium under cover boat storage - short term Contract Only (berthing Contract rate + £150 per month)		

Description of Charge	2018/19 Charge £	2019/20 Charge £
6. <u>Sewage Disposal</u>		
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		
March Sanitation Point		
Boat Pump-Out tokens per token	13.50	13.50
Sanitation Point Keys	5.00	5.00
7. <u>Mini Factories</u>		
Rents negotiable within:		
a. the minimum - per square foot and;	4.25 (e)	4.35 (e)
* b. the maximum - per square foot	8.25 (e)	8.45 (e)
c. the minimum - per square metre and;	45.75 (e)	46.83 (e)
* d. the maximum - per square metre	88.80 (e)	90.96 (e)
It should be noted that VAT is applicable on rental income at Venture House, Venture Court & South Fens Enterprise Park Includes charges for acceptable trade refuse collection and disposal, insurance, water rates (where applicable), and site maintenance.		
* to be applied when market forces dictate		
8. <u>South Fens Business Centre, Chatteris</u> charges shown net of VAT		
a. the minimum - per square foot and;	18.00	18.45
* b. the maximum - per square foot	20.00	20.50
c. the minimum - per square metre and;	193.75	198.60
* d. the maximum - per square metre	215.28	220.66
e. Catering		
Tea and coffee per head	2.20	2.25
Orange Juice per jug	3.00	3.10
** f. Weekday room charges (Mon-Fri 8.30-1700)		
<i>External rate - per hour</i>		
Beech	36.00	37.00
Oak/Apple	22.00	22.75
Small Meeting rooms (first hr free)	14.00	14.50
Large Meeting rooms (first hr free)	18.00	18.50
<i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i>		
Beech	86.00	88.25
Oak/Apple	62.75	64.50
Small Meeting rooms (first hr free)	32.50	33.50
Large Meeting rooms (first hr free)	43.75	45.00
<i>External rate - per full day</i>		
Beech	153.00	156.75
Oak/Apple	110.50	113.25
Small Meeting rooms (first hr free)	51.10	52.50
Large Meeting rooms (first hr free)	72.75	74.50

Description of Charge	2018/19 Charge £	2019/20 Charge £
<p>** g. Evenings/Weekend room charges <i>External rate - per hour</i> Beech 67.00 68.75 Oak/Apple 56.50 58.00 <i>External rate - per half day</i> Beech 177.50 182.00 Oak/Apple 133.75 137.00 <i>External rate - per full day</i> Beech 370.00 379.00 Oak/Apple 303.75 311.25</p> <p>* to be applied when market forces dictate ** Business Premises Tenant rates at 75% of External Rate (ie. 25% discount)</p>		
<p>9. <u>The Boathouse, Wisbech</u> charges shown net of VAT</p> <p>a. the minimum - per square foot and; 18.00 18.45 * b. the maximum (suites GF1 to FF38) - per square foot 20.00 20.50 * c. the maximum (suites FF39 & FF40) - per square foot 22.00 22.50 d. the minimum - per square metre and; 193.75 198.60 * e. the maximum - per square metre 215.28 220.66 * f. the maximum (suites FF39 & FF40) - per square metre 236.81 242.19 g. Catering Tea and coffee per head 2.20 2.25 Orange Juice per jug 3.00 3.10 ** h. Weekday room charges (Mon-Fri 8.30-1700) <i>External rate - per hour</i> Richard Young Large 36.00 37.00 Lambton/Young 1 or 2 22.00 22.75 The Gallery 20.50 21.00 Meeting rooms 14.00 14.50 <i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i> Richard Young Large 86.00 88.25 Lambton/Young 1 or 2 62.75 64.50 The Gallery 57.50 59.00 Meeting rooms 32.50 33.50 <i>External rate - per full day</i> Richard Young Large 153.00 156.75 Lambton/Young 1 or 2 110.50 113.25 The Gallery 101.25 103.75 Meeting rooms 51.10 52.50 ** i. Evenings/Weekend room charges <i>External rate - per hour</i> Richard Young Large 67.00 68.75 Lambton/Young 1 or 2 56.50 58.00 <i>External rate - per half day</i> Richard Young Large 177.50 182.00 Lambton/Young 1 or 2 133.75 137.00 <i>External rate - per full day</i> Richard Young Large 370.00 379.00 Lambton/Young 1 or 2 303.75 311.25</p> <p>* to be applied when market forces dictate ** Business Premises Tenant rates at 75% of External Rate (ie. 25% discount)</p>		

Description of Charge	2018/19 Charge £	2019/20 Charge £
<p>10. Fenland Hall, March</p> <p>a. Room Hire - per morning or afternoon session</p> <p style="padding-left: 40px;">(i) Council Chamber</p> <p style="padding-left: 40px;">(ii) Other Rooms</p> <p style="padding-left: 40px;">(iii) Supplement for use - after 6.30pm</p> <p style="padding-left: 80px;">- on Saturdays and Sundays</p> <p style="padding-left: 80px;">- tea/coffee (minimum charge)</p> <p style="padding-left: 80px;">- tea/coffee (per head)</p> <p style="padding-left: 40px;">(iv) Hourly Rate for Meeting Room Hire</p> <p>In respect of Parish Councils, Association of Local Councils, and approved charities, free of charge, but supplementary charges apply as appropriate</p>	<p></p> <p>80.00 (e)</p> <p>35.00 (e)</p> <p>35.00 (e)</p> <p>80.00 (e)</p> <p>11.25</p> <p>2.20</p> <p>9.50</p>	<p></p> <p>82.00 (e)</p> <p>36.00 (e)</p> <p>36.00 (e)</p> <p>82.00 (e)</p> <p>11.75</p> <p>2.25</p> <p>9.75</p>

Description of Charge	2018/19 Charge £	2019/20 Charge £
1. Licences and Certificates		
a. Unfit Food Certificates		
(i) - per hour inclusive of travelling expenses	80.00 (n)	82.00 (n)
(ii) - minimum charge	42.00 (n)	43.00 (n)
b. Food Hygiene Rating Scheme (FHRS) Re-scoring food businesses upon request (fee set to recover cost)	100.00	100.00
c. Export Certificates	80.00 (n)	82.00 (n)
d. Acupuncture/Cosmetic piercing/Electrolysis/Semi-permanent skin colouring		
(i) - Licence fee	158.00 (n)	158.00 (n)
(ii) - renewal/transfer/variation	44.00 (n)	44.00 (n)
e. Detained Food - Recovery of commercial storage costs	Cost Recovery	Cost Recovery
2. Stray Dogs		
Return of Stray Dog - includes statutory fee of £25.00	45.00 (n)	46.00 (n)
plus kennelling fee - per day or part thereof (Set by contractors -no increase)	10.00 (n)	10.00 (n)
plus administration fee - per dog	15.00	15.00
3. Training Courses		
FDC Refresher, COSHH; Risk Assessment; Manual Handling	40.00 (e)	40.00 (e)
4. Process Authorisation Fees Set by DEFRA		
a. Application fees		
Standard	1,579.00 (n)	1,579.00 (n)
Additional fee for operating without a permit	1,137.00 (n)	1,137.00 (n)
Petrol Vapour Recovery I, Small Waste Oil Burner and Dry Cleaners Reduced Fee Activities	148.00 (n)	148.00 (n)
Petrol Vapour Recovery I and II combined	246.00 (n)	246.00 (n)
Other Reduced Fee Activities	346.00 (n)	346.00 (n)
Reduced fee activities: Additional fee for operating without a permit	68.00 (n)	68.00 (n)
Standard Mobile Plant for the 1st & 2nd applications	1,579.00 (n)	1,579.00 (n)
for the 3rd to 7th applications	943.00 (n)	943.00 (n)
for the 8th and subsequent applications	477.00 (n)	477.00 (n)
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)
Standard process Medium	£1111 (+149)* (n)	£1111 (+149)* (n)
Standard process High	£1672 (+198)* (n)	£1672 (+198)* (n)
Reduced fee activities Low/Med/High	£76 / £151 / £227 (n)	£76 / £151 / £227 (n)
PVR I & II combined	£108 / £216 / £326 (n)	£108 / £216 / £326 (n)
Other Reduced Fee Activities Low/Med/High	£218 / £349 / £524 (n)	£218 / £349 / £524 (n)
Standard Mobile Plant 1st & 2nd permits Low/Med/High	£618 / £989 / £1484 (n)	£618 / £989 / £1484 (n)
for the 3rd to 7th permits Low/Med/High	£368 / £590 / £884 (n)	£368 / £590 / £884 (n)
8th and subsequent permits Low/Med/High	£189 / £302 / £453 (n)	£189 / £302 / £453 (n)
Late payment Fee	£50 (n)	£50 (n)
* 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)
Standard process partial transfer	476.00 (n)	476.00 (n)
New operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15(2) of charging scheme)	75.00 (n)	75.00 (n)
Surrender: all Part B activities	0.00 (n)	0.00 (n)
Reduced fee activities: transfer	0.00 (n)	0.00 (n)
Reduced fee activities: partial transfer	45.00 (n)	45.00 (n)
d. Temporary transfer for mobiles		
First transfer	51.00 (n)	51.00 (n)
Repeat following enforcement or warning	51.00 (n)	51.00 (n)
e. Substantial change		
Standard process	1,005.00 (n)	1,005.00 (n)
Standard process where the substantial change results in a new PPC activity	1,579.00 (n)	1,579.00 (n)
Reduced fee activities	98.00 (n)	98.00 (n)
5. Food Premises		
Copy register entries: Subject to charging policy under Freedom Of Information Act		
6. Ship Sanitation Certificates Set by Association of Port Health Authorities		
Per Vessel (Gross Tonnage)		
Up to 1,000	85.00 (n)	85.00 (n)
1,001 - 3,000	120.00 (n)	120.00 (n)
3,001 - 10,000	180.00 (n)	180.00 (n)
10,001 - 20,000	235.00 (n)	235.00 (n)
20,001 - 30,000	305.00 (n)	305.00 (n)
Over 30,000	360.00 (n)	360.00 (n)
Vessel capacity between 50 & 1,000 persons	360.00 (n)	360.00 (n)
Vessel capacity over 1,000 persons	615.00 (n)	615.00 (n)
Extensions	50.00 (n)	50.00 (n)
* Increases as per the Association of Port Health Authorities Recommended Charges.		
7. Private Water Supply Regulations 2009 <i>Currently set in line with guidance.</i>		
a Risk Assessment (each assessment) - recover costs	max £500 (n)	max £500 (n)
b Sampling (each visit) - recover costs	max £100 (n)	max £100 (n)
c Investigation (each investigation) - recover costs	max £100 (n)	max £100 (n)
d Granting an authorisation (each authorisation) - recover costs	max £100 (n)	max £100 (n)
e Analysing a sample		
taken under Regulation 10 - recover costs	max £25 (n)	max £25 (n)
taken during check monitoring - recover costs	max £100 (n)	max £100 (n)
taken during audit monitoring - recover costs	max £500 (n)	max £500 (n)
8. Burial Grounds		
a. Interment Fee for Residents (Including Memorial Safety Inspection Fee) Monday to Friday (excluding Bank Holiday)		
(i) a still-born or any child under one month of age	0.00 (n)	0.00 (n)
(ii) any child whose age at the time of death exceeds one month, but does not exceed twelve years (Childrens Section);	0.00 (n)	0.00 (n)
(iii) any person (Lawn Area)	815.00 (n)	900.00 (n)
(iv) any person (Traditional Area)	915.00 (n)	1,010.00 (n)
(v) for the interment of single casket of cremated remains.	220.00 (n)	250.00 (n)
(vi) for the interment of additional cremated remains at the same time as (iii) to (v) above	52.00 (n)	52.00 (n)

Description of Charge	2018/19 Charge £	2019/20 Charge £
b. Exclusive Rights of Burial in an Earthen Grave for Residents		
6 ft. x 3 ft. Childrens Plot	90.00 (n)	90.00 (n)
9 ft. x 4 ft. Adult Plot (Lawn Area)	670.00 (n)	740.00 (n)
9 ft. x 4 ft. Adult Plot (Traditional Area)	860.00 (n)	950.00 (n)
Cremated remains, size 2ft x 2ft	185.00 (n)	190.00 (n)
Purchase of Exclusive Rights to un-purchased family grave (conditions apply) - 50% of fees in b. as per type		
c. Choosing Plot for Exclusive Rights of Burial		
Visiting cemetery with cemetery staff to choose plot	62.00	64.00
d. Premium Plots for Exclusive Rights of Burial in an Earthen Grave for Residents		
100% added to fees set out in b.		
e. Interment for Non-Resident		
100% added to fees set out in a.		
f. Exclusive Rights of Burial in an Earthen Grave, including Premium Plots for Non Residents		
100% added to fees set out in b & d		
g. Transfer of Ownership of Exclusive Rights		
Transfer of Ownership (Interment of ER Holder)	36.00 (n)	36.00 (n)
Transfer of Ownership	72.00 (n)	72.00 (n)
h. Exhumation of Coffin - minimum charge	1,900.00	2,100.00
i. Exhumation of Cremated remains - minimum charge	440.00	485.00
j. 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	87.00 (n)	87.00 (n)
Single Memorial headstone not exceeding 3 ft. in height - Child	138.00 (n)	138.00 (n)
Single Memorial headstone not exceeding 3 ft. in height on single plinth - Adult	185.00 (n)	190.00 (n)
Single Memorial headstone not exceeding 3 ft. in height on double plinth - Adult	280.00 (n)	290.00 (n)
Double Memorial headstone not exceeding 3 ft. in height on double plinth - Adult	345.00 (n)	355.00 (n)
Kerb Set &/or Flatstone Child Plot 6 ft x 3 ft (Traditional Area)	138.00 (n)	138.00 (n)
Kerb Set &/or Flatstone Adults Plot (Single Traditional Area)	315.00 (n)	325.00 (n)
Kerb Set &/or Flatstone Adult Plot (Double Traditional Area)	610.00 (n)	630.00 (n)
Single Vase - Not exceeding 10" in diameter and 8" in height	70.00 (n)	72.00 (n)
Single Tablet - 18" x 18" with or without Vase on any single grave or cremation plot	185.00 (n)	190.00 (n)
Double Tablet - 42" x 18" with or without Vase on any double grave or cremation plot	280.00 (n)	290.00 (n)
Note A vase without any inscription requires no exclusive rights		
k Burial Information		
Interment information & historical records - per plot - up to 5 names	26.00 (n)	27.00 (n)
Interment information & historical records - each plot	6.00 (n)	6.00 (n)
Interment information & historical records (accompanied) - up to 2 hrs	58.00 (n)	60.00 (n)
Interment information & historical records (accompanied) - each additional hour	35.00 (n)	36.00 (n)
l Cemetery Keys		
Provision of security coded keys for access to cemeteries	18.00 (n)	18.50 (n)
m Short Notice Fee Internment arrangements required with less than 2 working days	75.00 (n)	80.00 (n)

Description of Charge	2018/19 Charge £	2019/20 Charge £
9. Commercial and Chargeable Household Waste (Standard Prices Per Collection)*		
a. Commercial Waste		
Sacks - per sack or equivalent for 25 to 99 sacks (min 25)	2.00 (n)	2.00 (n)
per sack or equivalent for 100 or more sacks in a single transaction	1.85 (n)	1.85 (n)
Wheeled Bins - 240 litre 20kgs maximum contents weight**	7.30 (n)	7.30 (n)
360 litre 30kgs maximum contents weight**	7.85 (n)	7.85 (n)
660 litre 55kgs maximum contents weight**	11.35 (n)	11.35 (n)
1,100 litre 90kgs maximum contents weight**	15.75 (n)	15.75 (n)
b. Commercial Recycling		
Sacks - per sack or equivalent for 25 to 99 sacks (min 25)	1.60 (n)	1.60 (n)
per sack or equivalent for 100 or more sacks in a single transaction	1.50 (n)	1.50 (n)
Wheeled Bins - 240 litre	3.50 (n)	3.50 (n)
360 litre	4.25 (n)	4.25 (n)
660 litre	5.80 (n)	5.80 (n)
1,100 litre	7.60 (n)	7.60 (n)
c. Waste from Charity Shops and Schools***		
Tags per tag or equivalent (min 100 including equivalent number of black sacks)	1.50 (n)	1.50 (n)
Wheeled Bins 240 litre 20kgs maximum contents weight**	4.95 (n)	4.95 (n)
360 litre 30kgs maximum contents weight**	5.25 (n)	5.25 (n)
660 litre 55kgs maximum contents weight**	7.50 (n)	7.50 (n)
1,100 litre 90kgs maximum contents weight**	10.25 (n)	10.25 (n)
d. Recycling from Charity Shops and Schools***		
Sacks - per sack or equivalent for 25 to 99 sacks (min 25)	1.60 (n)	1.60 (n)
per sack or equivalent for 100 or more sacks in a single transaction	1.50 (n)	1.50 (n)
Wheeled Bins 240 - 1100 litre fortnightly collection	5.00 (n)	5.00 (n)
e. Non-infectious Offensive Waste***		
Sacks - per sack or equivalent for 25 to 99 sacks (min 25)	4.00 (n)	4.00 (n)
per sack or equivalent for 100 or more sacks in a single transaction	3.70 (n)	3.70 (n)
Fempak - per unit for 1-4	20.00 (n)	20.00 (n)
per unit 5 or more	18.50 (n)	18.50 (n)
f. Clinical or Offensive Waste from domestic households****		
Sacks/Sharps Boxes - per collection visit charge (note : collection service only, sacks and/or sharps boxes are not provided)	8.00 (n)	8.00 (n)
g. Chargeable Garden Waste Service		
Wheeled Bin - 240 litre Annual Subscription Fee	40.00 (n)	40.00 (n)
Sack based service (specific locations) Annual Subscription Fee	40.00 (n)	40.00 (n)
Paper wheeled bin liners (3)	1.85	1.85
* Introductory offers, multiple service, direct debit reductions and similar rates may be applied by Head of Service.		
** Bins exceeding this weight will be charged at double fee per empty		
*** Applies to businesses and organisations recognised within the Council's Chargeable Household Waste Policy		
**** Fee waived where it will cause financial hardship at discretion of Director		
10. Bulky Household Waste		
Transportation of up to a maximum of 4 items per visit including fridges (minimum charge)	29.50 (n)	29.50 (n)
(i) Each household item above 4 items including fridges	14.50 (n)	14.50 (n)
<i>Corporate Director has discretion to waive charge in cases of severe hardship</i>		
11. Domestic Bin Provision		
Provision of New and Replacement 240Ltr Bins Green, Brown or Blue		
a. Supply of one unit 240 litre	30.00 (n)	30.00 (n)
b. Supply 2 x 240lt wheeled bins on same delivery	50.00 (n)	50.00 (n)
c. Supply 3 x 240lt wheeled bins on same delivery (including to individual new or renovated property)	70.00 (n)	70.00 (n)
d. Supply 1 x 600lt or 1100lt domestic wheeled bin to new multiple occupancy property	212.00 (n)	212.00 (n)
12. Graffiti Removal Service		
Domestic Premises and Charities		
a. Graffiti treatment or removal first occasion per annum (cost of materials)	12.50	12.50
b. Graffiti treatment or removal subsequent occasions (cost of materials & labour)	50.00	50.00
Commercial Premises		
c. Graffiti treatment or removal (per hour)	50.00	50.00
13. Public Conveniences		
a. Sale of RADAR keys	5.00 (z)	5.00 (z)
b. Toilet entrance fee (where facilities allow for charging)	0.20 (n)	0.20 (n)

Description of Charge	2018/19 Charge £	2019/20 Charge £
14. Markets		
Licensees - Full Charge		
a. March (per 3m x 3m space)	12.10 (e)	12.10 (e)
b. Chatteris (per 3m x 3m space)	12.10 (e)	12.10 (e)
c. Whittlesey (per 3m x 3m space)	9.20 (e)	9.20 (e)
Discount given for bankers order payments	6.50%	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)
a. March (per 3m x 3m space)	16.20 (e)	16.20 (e)
b. Chatteris (per 3m x 3m space)	16.20 (e)	16.20 (e)
c. Whittlesey (per 3m x 3m space)	13.35 (e)	13.35 (e)
Markets - Non Market Days		
Trading on Chatteris Market Place on Non - Market Days (Tuesdays only)		
- Licensees (per 3m x 3m space)	9.30 (e)	9.30 (e)
- Casual (per 3m x 3m space)	13.30 (e)	13.30 (e)
Note:- For all markets extra space is sold pro-rata to the above charges		
Charity Stall at March on Saturdays (no stall provided on other days or markets)	free	free
15. Fairs		
a. Chatteris - Summer	555 (e)	555 (e)
b. March - Statute - Spring	2,460 (e) 1,210 (e)	2,460 (e) 1,210 (e)
c. Whittlesey - Summer - Autumn - Spring	385 (e) 385 (e) 385 (e)	385 (e) 385 (e) 385 (e)
d. Wisbech - Statute - Mart	3,550 (e) 7,600 (e)	3,550 (e) 7,600 (e)
16. "Four Seasons Events"		
Charges for the events in Wisbech, Whittlesey, Chatteris & March are to be agreed in consultation with the partners		
17. 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 sundays & bank holidays	76.00 127.00	76.00 127.00
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 sundays & bank holidays	215.00 262.00	215.00 262.00
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 sundays & bank holidays	on application on application	on application on application
d. Any Commercial Events	on application	on application
18. Travellers Sites		
- in consultation with Cambs CC	52 wks	52 wks
a. Newbridge Lane, Wisbech - per pitch per week	78.80 (e)	79.00 (e)
b. Turf Fen, Murrow - per pitch per week	78.80 (e)	79.00 (e)
c. Seadyke Bank, Murrow - per pitch per week	78.80 (e)	79.00 (e)
d. Fenland Way, Chatteris - per pitch per week	78.80 (e)	79.00 (e)
e. Sandbank, Wisbech St Mary - per pitch per week	78.80 (e)	79.00 (e)
2018/19 Breakdown : Rent £71.04; Water £7.76 (direct recharge) per week		
2019/20 Breakdown : Rent £71.04; Water £7.96 (direct recharge) per week		
19. Homeless Persons		
Creek Road, Hostel	52 wks	52 wks
Unit One & Two Daily Rent	7.75 (n)	7.75 (n)
Unit One & Two Daily Service Charge	0.83 (n)	0.83 (n)
Unit Three, Four, Five & Six Daily Rent	6.64 (n)	6.64 (n)
Unit Three, Four, Five & Six Daily Service Charge	0.68 (n)	0.68 (n)
Unit Seven Daily Rent	14.40 (n)	14.40 (n)
Unit Seven Daily Service Charge	2.12 (n)	2.12 (n)
Temporary Accommodation (Leased from Clarion)		
77 West Street, Chatteris	116.51 (n)	116.51 (n)
58 Burcroft Road, Wisbech	112.12 (n)	112.12 (n)
32 Magazine Close, Wisbech	122.60 (n)	122.60 (n)
2 Hawthorne Avenue, Wisbech	118.89 (n)	118.89 (n)
15 Victoria Place, Wisbech	101.10 (n)	101.10 (n)
3 West Street, Wisbech	109.15 (n)	109.15 (n)
19 Duke Street, Wisbech	101.10 (n)	101.10 (n)
26 Burnsfield Estate, Chatteris	118.89 (n)	118.89 (n)
51 Peyton Avenue, March	118.89 (n)	118.89 (n)

Description of Charge	2018/19 Charge £	2019/20 Charge £
20. CCTV Viewing Footage - per hour subject to a minimum charge of External Harddrives - to be supplied to FDC per CD per DVD per Video print Subject Access Requests	49.45 98.90 3.75 8.70 1.30 10.55	50.65 101.30 3.85 8.90 1.35 Deleted
21. Licensing a. Part 5 Gambling Act 2005 (wef 01.09.07) Initial Registration Annual Renewal 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 c. Gambling Act 2005 Application fee in respect of provisional statement premises Bingo premises licence Adult gaming centre premises licence Betting premises (track) licence Family entertainment centre premises licence Betting premises (other) licence Application fee in respect of other premises Bingo premises licence Adult gaming centre premises licence Betting premises (track) licence Family entertainment centre premises licence Betting premises (other) licence Annual fee Bingo premises licence Adult gaming centre premises licence Betting premises (track) licence Family entertainment centre premises licence Betting premises (other) licence Application to vary licence Bingo premises licence Adult gaming centre premises licence Betting premises (track) licence Family entertainment centre premises licence Betting premises (other) licence Application to transfer a licence Bingo premises licence Adult gaming centre premises licence Betting premises (track) licence Family entertainment centre premises licence Betting premises (other) licence Application for reinstatement of a licence Bingo premises licence Adult gaming centre premises licence Betting premises (track) licence Family entertainment centre premises licence Betting premises (other) licence Application for provisional statement Bingo premises licence Adult gaming centre premises licence Betting premises (track) licence Family entertainment centre premises licence Betting premises (other) licence d. Sex Establishments Initial Application and Annual Renewal Variations to existing licences (10% of application/renewal fee) Transfer of existing licence to another person (10% of fee) Holders of an existing licence (50% initial fee) for a second licence e. Scrap Metal Dealers - Site Licence f. Scrap Metal Dealers - Collectors Licence g. Scrap Metal Dealers - Transfer of Licence h. Scrap Metal Dealers - Variation of Licence i. Hypnotism Act Licence Based on cost recovery of officer time	40.00 (n) 20.00 (n) 50.00 (n) 150.00 (n) 50.00 (n) 1,200.00 (n) 1,200.00 (n) 950.00 (n) 950.00 (n) 1,200.00 (n) 3,500.00 (n) 2,000.00 (n) 2,500.00 (n) 2,000.00 (n) 3,000.00 (n) 1,000.00 (n) 1,000.00 (n) 1,000.00 (n) 750.00 (n) 600.00 (n) 1,750.00 (n) 1,000.00 (n) 1,250.00 (n) 1,000.00 (n) 1,000.00 (n) 1,500.00 (n) 1,200.00 (n) 1,200.00 (n) 950.00 (n) 950.00 (n) 1,200.00 (n) 1,200.00 (n) 1,200.00 (n) 950.00 (n) 950.00 (n) 1,200.00 (n) 3,500.00 (n) 2,000.00 (n) 2,500.00 (n) 2,000.00 (n) 3,000.00 (n) 3,200.00 (n) 320.00 (n) 320.00 (n) 1,600.00 (n) 384.60 (n) 119.40 (n) 23.30 (n) 23.30 (n) 70.00 (n)	40.00 (n) 20.00 (n) 50.00 (n) 150.00 (n) 50.00 (n) 1,200.00 (n) 1,200.00 (n) 950.00 (n) 950.00 (n) 1,200.00 (n) 3,500.00 (n) 2,000.00 (n) 2,500.00 (n) 2,000.00 (n) 3,000.00 (n) 1,000.00 (n) 1,000.00 (n) 1,000.00 (n) 750.00 (n) 600.00 (n) 1,750.00 (n) 1,000.00 (n) 1,250.00 (n) 1,000.00 (n) 1,000.00 (n) 1,500.00 (n) 1,200.00 (n) 1,200.00 (n) 950.00 (n) 950.00 (n) 1,200.00 (n) 1,200.00 (n) 1,200.00 (n) 950.00 (n) 950.00 (n) 1,200.00 (n) 3,500.00 (n) 2,000.00 (n) 2,500.00 (n) 2,000.00 (n) 3,000.00 (n) 3,200.00 (n) 320.00 (n) 320.00 (n) 1,600.00 (n) 384.60 (n) 119.40 (n) 23.30 (n) 23.30 (n) 70.00 (n)
22. Animal Licensing Revised fees implemented from October 2018 resulting from new legislation. Fees are set on a cost recovery basis. a. Application fee b. Pre Application Advice (per Hour) c. Initial Rating or Rerating Inspection Fee Pet Shops Riding Establishments Animal Boarding Establishments Up to 10 Animals 11-30 Animals 31-60 Animals 61-99 Animals 100+ Animals Dangerous Wild Animals Act Dog Breeders Exhibiting Animals Riding Establishments d. Licence Fee 1,2 or 3 Years e. Copy of Licence (including change of details not requiring an inspection) Note. Where there is more than one licensable activity carried out at the Premises/Establishment then only one Application Fee shall apply for all the licensable activities and the full Inspection Fee and Licence Fee shall apply for each activity. Upon submission of your application please include the Application fee and Inspection fee, the Licence fee will be payable after the officer has been and inspected your premises	w.e.f. October 2018 58.00 (n) 43.00 (n) 107.00 (n) 107.00 (n) 64.00 (n) 86.00 (n) 107.00 (n) 129.00 (n) 150.00 (n) £142 + vet fees (n) 107.00 (n) 64.00 (n) 107.00 (n) 185.00 (n) 10.50 (n)	58.00 (n) 43.00 (n) 107.00 (n) 107.00 (n) 64.00 (n) 86.00 (n) 107.00 (n) 129.00 (n) 150.00 (n) £142 + vet fees (n) 107.00 (n) 64.00 (n) 107.00 (n) 185.00 (n) 10.50 (n)

Description of Charge	2018/19 Charge £	2019/20 Charge £
23. Hackney Carriage/Private Hire Licences		
Drivers Licence		
a. Hackney Carriage Licence (new) Cost recovery officer time	114.00 (n)	114.00 (n)
b. Hackney Carriage 3 year Licence (new)	234.00 (n)	234.00 (n)
c. Hackney Carriage Licence (renewal)	89.00 (n)	89.00 (n)
d. Hackney Carriage 3 year Licence (renewal)	209.00 (n)	209.00 (n)
e. Private Hire Licence (new) Cost recovery officer time	114.00 (n)	114.00 (n)
f. Private Hire 3 year Licence (new)	234.00 (n)	234.00 (n)
g. Private Hire Licence (renewal)	89.00 (n)	89.00 (n)
h. Private Hire 3 year Licence (renewal)	209.00 (n)	209.00 (n)
i. Safeguarding Training Fee set to recover cost	30.00 (n)	30.00 (n)
j. Drivers Assessment	n/a	n/a
k. Driver knowledge tests	60.00 (n)	60.00 (n)
l. DBS Fee	55.00 (n)	64.00 (n)
Vehicle Licence		
a. Hackney Carriage Licence (new & renewals) Cost recovery officer time	150.00 (n)	150.00 (n)
b. Private Hire Licence (new & renewals)	132.00 (n)	132.00 (n)
c. Private Hire Licence Special Event	132.00 (n)	132.00 (n)
d. transfer of plate to another vehicle Cost recovery	46.00 (n)	46.00 (n)
e. initial test fee	62.00 (n)	62.00 (n)
f. Re-test fee	40.00 (n)	40.00 (n)
g. 6 Month Vehicle Compliance Fee (older vehicles)	62.00 (n)	62.00 (n)
Private Hire Operators		
a. Initial issue / renewal (up to 3 cars)	84.00 (n)	84.00 (n)
b. 5 year Initial issue / renewal (up to 3 cars)	252.00 (n)	252.00 (n)
c. Initial issue / annual renewal (up to 10 cars)	156.00 (n)	156.00 (n)
d. 5 year Initial issue / annual renewal (up to 10 cars)	411.00 (n)	411.00 (n)
e. Initial issue / annual renewal (up to 20 cars)	224.00 (n)	224.00 (n)
f. 5 year Initial issue / annual renewal (up to 20 cars)	565.00 (n)	565.00 (n)
g. Initial issue / annual renewal (20 + cars)	306.00 (n)	306.00 (n)
h. 5 year Initial issue / annual renewal (20 + cars)	734.00 (n)	734.00 (n)
Others		
a. new / broken / lost vehicle plate Cost recovery	46.00 (n)	46.00 (n)
b. damaged/lost driver's I.D. card Cost recovery	34.00 (n)	34.00 (n)
c. Cancellation of test	38.00 (n)	38.00 (n)
d. Notification of changes (i.e. address etc.) Cost recovery officer time	11.00 (n)	11.00 (n)
24. Licensing Act 2003		
a. Premises Licences & Club Certificates - Initial Fee		
Band A	100.00 (n)	100.00 (n)
Band B	190.00 (n)	190.00 (n)
Band C	315.00 (n)	315.00 (n)
Band D	450.00 (n)	450.00 (n)
Band E	635.00 (n)	635.00 (n)
b. Premises Licences & Variation Fee		
Band A	100.00 (n)	100.00 (n)
Band B	190.00 (n)	190.00 (n)
Band C	315.00 (n)	315.00 (n)
Band D	450.00 (n)	450.00 (n)
Band E	635.00 (n)	635.00 (n)
c. Premises Licences & Club Certificate - Annual anniversary fee		
Band A	70.00 (n)	70.00 (n)
Band B	180.00 (n)	180.00 (n)
Band C	295.00 (n)	295.00 (n)
Band D	320.00 (n)	320.00 (n)
Band E	350.00 (n)	350.00 (n)
d. Theft/loss etc of Club Certificate or Summary	10.50 (n)	10.50 (n)
e. Notification of Change of name or alteration of rules of Club	10.50 (n)	10.50 (n)
f. Change of relevant registered address of Club	10.50 (n)	10.50 (n)
g. Application to vary Community premises licence to include alternative licence condition	23.00 (n)	23.00 (n)
h. Personal Licences	37.00 (n)	37.00 (n)
i. Theft/Loss etc of Personal Licence	10.50 (n)	10.50 (n)
j. Temporary Event Notice	21.00 (n)	21.00 (n)
k. Theft/Loss etc of Temporary Event Notice	10.50 (n)	10.50 (n)
l. Transfers	23.00 (n)	23.00 (n)
m. Notification of Interest	21.00 (n)	21.00 (n)
n. Notification of Change of Licensee's details	10.50 (n)	10.50 (n)
o. Application for Copy of Licence	10.50 (n)	10.50 (n)
p. Provisional Statement	315.00 (n)	315.00 (n)
q. Interim Authority Notice	23.00 (n)	23.00 (n)
r. Minor Variation	89.00 (n)	89.00 (n)
s. Variation of DPS	23.00 (n)	23.00 (n)
25. Houses in Multiple Occupation		
Licence for Houses in multiple occupation with five or more residents, forming 2 separate households, occupying a property more than two storeys high (under the provisions of the Housing Act 2004)		
a. 5 Year Licence - Per Property	750.00 (n)	750.00 (n)
b. Serving of Notices and Making of Orders - Per Hour	60.00 (n)	60.00 (n)
c. Immigration Visits - Per Hour	72.00	72.00

Resources & Customer Services

Description of Charge	2018/19 Charge £	2019/20 Charge £
1. <u>One Stop Shops</u>		
<p data-bbox="167 347 359 376">a. Room Hire</p> <p data-bbox="603 347 1005 376">- per morning or afternoon session</p> <p data-bbox="603 383 750 412">- per full day</p>	<p data-bbox="1198 347 1267 376">32.00</p> <p data-bbox="1198 383 1267 412">58.00</p>	<p data-bbox="1430 347 1498 376">32.00</p> <p data-bbox="1430 383 1498 412">58.00</p>

Description of Charge	2018/19 Charge £	2019/20 Charge £
<p>1. Land Charges</p> <ul style="list-style-type: none"> a. Residential Basic Search b. Commercial Basic Search c. LLC1 d. CON29 Residential e. CON29 Commercial <p><i>For 'cheque payment' requests, the fees for (a) - (e) above will be increased by 10%</i></p> <ul style="list-style-type: none"> f. CON29O Enquiries (16, 21 & 22) g. CON29O Enquiries - each h. Optional Extras i. Extra Parcel of Land -each j. Additional information - Further than 10 years previous (per hour) k. CON29 information not on Public Registers can now be requested individually <p>A detailed breakdown is available from the Local Land Charges Team</p>	<p>180.00</p> <p>276.00</p> <p>30.00 (n)</p> <p>150.00</p> <p>246.00</p> <p>4.80</p> <p>14.40</p> <p>18.00</p> <p>18.00</p> <p>30.00</p>	<p>180.00</p> <p>276.00</p> <p>30.00 (n)</p> <p>150.00</p> <p>246.00</p> <p>4.80</p> <p>14.40</p> <p>18.00</p> <p>18.00</p> <p>30.00</p>
<p>2. Electoral Registration</p> <ul style="list-style-type: none"> a. Sales of the full electoral register <ul style="list-style-type: none"> (i) Data format - basic charge Data format - plus amount /1,000 entries (ii) Printed format - basic charge Printed format - plus amount /1,000 entries b. Sales of the edited electoral register <ul style="list-style-type: none"> (i) Data format - basic charge Data format - plus amount /1,000 entries (ii) Printed format - basic charge Printed format - plus amount /1,000 entries c. Sales of the overseas electoral register <ul style="list-style-type: none"> (i) Data format - basic charge Data format - plus amount /1,000 entries (ii) Printed format - basic charge Printed format - plus amount /1,000 entries d. Copying of candidates' expenses documents - per page 	<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>3. Democratic Services</p> <ul style="list-style-type: none"> a. Council Summons/Planning Agendas/Cabinet Agendas 	<p>11.00</p>	<p>11.00</p>

4. Development Services

a. Building Control Fees - The Council part of the CNC Building Control Partnership. Fees are set by CNC consistent across all authorities in the partnership.		
b. Planning Fees - these are currently statutory fees. Contact the Planning team for details.	20% increase w.e.f. January 2018	
c. Planning - Pre-application enquiry fees. Contact the Planning team for details.	20% increase w.e.f. January 2018	
d. Process applications to Custom and Self Build Housing Register	30.00	30.00
e. Provision of Documents and Information		
(i) Local Plan (Full)	42.15	42.15
Local Plan (Interim Statement)	14.10	14.10
Town Extract	7.10	7.10
Village Extract	7.10	7.10
(ii) Copy of Planning Decision Notice (per A4 sheet)	0.35	0.35
(iii) Conservation Area Appraisals	14.10	14.10
(iv) Development Briefs	14.10	14.10
(v) Supplementary Planning Guidance, examples are Shop Fronts, Signs and Adverts	14.10	14.10
(vi) 6 x map extracts, planning/building regulation applications	14.10	14.10
(vii) Full Plan CD for Planning	35.80	35.80
f. Other Documents and Plans (Copies and Fax)		
(i) Search fee per 5 minutes		
A4	0.35	0.35
A3	0.35	0.35
(ii) Plan prints		
A0	1.25	1.25
A1	0.70	0.70
(iii) Plan negatives - per copy		
A0	35.00	35.00
A1	16.95	16.95
g. Invoicing Charge	10.70	10.70
h. Provision of Planning and Engineering Information		
Decision notices & completion certificate		
(i) Building Regulations reference number provided	14.00	14.00
(ii) Building Regulations reference number NOT provided	63.20	63.20
Letter of Comfort	41.90	41.90
i. Completion of Questionnaires/Surveys for Commercial Bodies	42.15	42.15
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