

<b>Cabinet</b>	<b>Agenda Item:</b>
<b>Meeting Date</b>	5 November 2014
<b>Report Title</b>	Review of Fees and Charges
<b>Cabinet Member</b>	Cllr Duncan Dewar-Whalley, Cabinet Member for Finance
<b>SMT Lead</b>	Nick Vickers, Head of Finance
<b>Head of Service</b>	Nick Vickers, Head of Finance
<b>Lead Officer</b>	Caroline Frampton, Principal Accountant
<b>Key Decision</b>	Yes
<b>Classification</b>	Open
<b>Forward Plan</b>	<b>Reference number:</b>
<b>Recommendations</b>	To approve the proposed fees and charges for 2015/16 as set out in this report for submission to Council.

## 1. Purpose of Report and Executive Summary

- 1.1 The report invites Cabinet to consider the proposals for the level of fees and charges to be levied for the next financial year 2015/16 for submission to Council. Charges will take effect from 1 April 2015.
- 1.2 Appendix I details proposals for the level of fees to be charged in 2015/16 on a service by service basis. Appendix II details the income from fees and charges for services in 2013/14 and the budget for 2014/15.
- 1.3 As a principle for 2015/16 we are seeking as far as possible to freeze the level of charges to avoid putting additional financial burdens on residents. The Council continues to generate savings and benefit from other revenue streams.

## 2. Background

- 2.1 In 2013/14 the fees and charges covered by this report where the Council sets the level of fees or charges were £2.5m, of which £1.7m relate to car parking. Whilst the income from non-car parking fees and charges are important to our budget they are relatively small – we estimate the change in charges will generate an additional £4,500.
- 2.2 Managers were asked to review the current schedule of fees and charges for the forthcoming financial year.
- 2.3 Authorities have a statutory duty to ensure fees are set in accordance with the Local Government Act 2003. This allows local authorities to charge for discretionary services. Discretionary services are those services that a Council has the power to, but is not obliged to, provide. A pre-condition to charging is

the person has to agree to the provision of the service and they are prepared to pay for it.

- 2.4 By far the most important charges are those for car parking where once again to support our local businesses these charges will be frozen.

### 3. Proposals

- 3.1 Appendix I details the proposed fees and charges for 2015/16 to be set by the Council along with those that are set by Government or another external body.
- 3.2 Table 1 lists those charges set by the Council where an increase is not recommended at this time and any increases shown here are due to volume not price increase. Table 2 lists those charges set by the Council where an increase is recommended.

<b>Table 1: Fees &amp; Charges where an increase is not being recommended for 2015/16</b>	
<b>Fee or Charge</b>	<b>Comments</b>
Car Parks & Season Tickets	Charges will be frozen. Car parking charges are already lower than neighbouring councils.
Residents' Parking Permits (on street)	No increase is proposed.  There has been an increase in take up of permits, therefore an increase in income. Charges vary but broadly similar across neighbouring authorities.
Street Naming & Numbering	No increase is proposed.  Charges very variable across neighbouring authorities with the existing charges being generally mid-range.
Taxi Licensing	No increase is proposed.  Now charging £20 for the Knowledge Test but this is refunded against the first year's badge. Charges are variable across authorities and Swale is generally mid-range.
Street Trading Licensing	No increase is proposed.  Generally Swale is lower than other councils. However, our fees have been considered by the Licensing Committee and approved.

**Table 1: Fees & Charges where an increase is not being recommended for 2015/16**

<b>Fee or Charge</b>	<b>Comments</b>
Sex Establishment Licensing	<p>No increase is proposed.</p> <p>Generally the same level of fees as other districts following discussions through the Licensing Steering Group. Fees must reflect the cost of delivering the service and has been the subject of national discussion following the successful legal challenge of the fees charged by Westminster Council.</p>
Scrap Metal Dealers Licensing	<p>New to this report but not a new charge. No increase is proposed.</p> <p>Generally the same level as fees at other districts following discussions through the Licensing Steering Group. Fees are set by the Licensing Committee and must reflect the cost of delivering the service which has been the subject of national discussion.</p>
Chartered Institute of Environmental Health Level 2 Award Training in Food Safety in Catering	<p>No increase is proposed.</p>
Hire of Halls	<p>King George's Pavilion – no increase proposed. Hourly rate is in line with the hourly rate being charged in neighbouring boroughs.</p> <p>Guildhall – no increase is proposed. The Guildhall is in good condition, offering lots of history. Similar sized room in surrounding boroughs charge on average £15 per hour.</p> <p>Quinton Hall – no increase is proposed. Hall quality is significantly lower than halls in the surrounding areas and the hourly rate reflects this (subject to decision on transfer).</p>
Annual Animal Licensing	<p>No increase is proposed. The performing animal registration is a new charge, but we are only anticipating a very small uptake. It was a service that was not previously offered to the public.</p>
Stray Dog Collection	<p>No increase is proposed. Neighbouring councils have very similar charges.</p>
Pest Control	<p>No increase is proposed. Joint tendered contract with Maidstone and Ashford councils.</p>

**Table 1: Fees & Charges where an increase is not being recommended for 2015/16**

Fee or Charge	Comments
Fixed Penalty Notices – Environmental	No increase is proposed. Charges for neighbouring councils very similar (guidelines were set nationally).
Garden Waste Collections (brown bins – domestic)	No increase is proposed.
Radar Key for Disabled Toilets	No increase is proposed.
Seafront Memorial Bench	No increase is proposed.
Travelling Fairs and Fetes	No increase is proposed.
Access over Open Space Licence	No increase is proposed.
Room Hire of Swale House	No increase is proposed.  Prices vary across authorities depending on facilities offered in the meeting rooms.
Purchase of Electoral Register	No increase is proposed.
Staying Put Handyperson Rates	New to this report but not a new charge. No increase is proposed.  The rates of charges are set as part of Staying Put's Home Improvement Agency existing contract with Kent County Council and are comparable with other areas of Kent whose fees range from £5.00 to £16.20 depending on the rate of subsidy offered by the local authority.
Pre Application Planning Advice	No increase is proposed.  Significant increase in fee charge could lead to less take up of the service with the consequence of reducing the quality of planning applications, increasing the likelihood of refusal and consequential increase in planning appeals.
Sale of Ordnance Survey Plans	No increase is proposed.  Demand for this service has significantly reduced with other options available to customers on the internet.

<b>Table 1: Fees &amp; Charges where an increase is not being recommended for 2015/16</b>	
<b>Fee or Charge</b>	<b>Comments</b>
Complaints Made under the High Hedges Legislation	No increase is proposed.  Fee is set in the medium to high bracket in comparison to other councils.
Planning Photocopying Charges	No increase is proposed.  Demand for this service has significantly reduced with other options available to customers on the internet.
Local Land Charges	No increase is proposed.  Charges are set locally based on regulations where recovery of costs should equate to cost of providing the service.

3.3 The following is a list of charges where an increase is recommended.

<b>Table 2 : Fees &amp; Charges where an increase is being recommended for 2015/16</b>	
<b>Fee or Charge</b>	<b>Comments</b>
Requests for Environmental Information (e.g. planning, contaminated land)	Increase of 3% is proposed (rounded to nearest pound). The hourly charge to be increased from £75.00 to £77.00.  This is a service request fee and income will reflect the number of enquiries we received from solicitors and developers' agents.  Maidstone charge £66 per search. Tunbridge Wells charge £158 per search (additional hours £30).
Food Export Certificate	Increase of 3% is proposed. The charge for a certificate for premises in Swale and a certificate for goods in transit to increase from £70.00 to £72.00.  No income was received in 2013/14. This is a responsive service dependent on food being exported by companies within the district.

**Table 2 : Fees & Charges where an increase is being recommended for 2015/16**

Fee or Charge	Comments
Registration Fee under the Local Government (Miscellaneous Provisions) Act 1982	The one-off fee for registration of establishments offering cosmetic piercing, electrolysis, tattooing and semi-permanent skin colour and acupuncture is proposed to be increased by 3% from £270.00 to £278.00.
Alleygate Key Sale	The charge for 2014/15 was £13.00. The cost is proposed to be increased to £14.80 which is the cost per key as supplied to the Council.
Bulky Waste Collection	Increase of 1.9% (CPI June 2014) is proposed. The charge for a collection will increase from £18.25 to £18.60. Neighbouring authorities charges vary as do number of collections per visit.
Wheeled Bins	Increase of 1.9% (CPI June 2014) is proposed. It is proposed that the charges be increased as follows: 240L from £38.74 to £39.50, 360L from £60.54 to £61.70, and 1,100L from £427.25 to £435.40.
Sports Facilities	Increase of 1.9% (CPI June 2014) is proposed.
Allotments	Increase of 1.9% (CPI June 2014) is proposed.
Cemeteries Burial Fees	Increase of 1.9% (CPI June 2014) is proposed.  Each authority charges in different ways and as such it is difficult to compare charges.
Harbour Facilities	Increase of 1.9% (CPI June 2014) is proposed (subject to asset transfer decision).
Legal Charges for Third Parties	Increase of 3% proposed.  The charges are comparable to neighbouring/similar local authorities.
Houses in Multiple Occupation (HMOs)	Increase of 1.9% (CPI June 2014) is proposed.  Statutory guidance exists as to what councils can include in calculating licence charges.  Swale charges are comparable with other councils who have similar size HMOs.
Home Inspection for Immigration Application Fee	Increase of 1.9% (CPI June 2014) is proposed.

3.4 Below is a list of fees and charges governed by national policy. Charges have been amended to reflect the current policy/advice:

- Planning fees
- Penalty charge notices for car parking/environmental response
- Statutory collection charge for stray dogs
- Liquor and gambling licences
- Environmental Protection Act fees
- Electoral Services (including the purchase of the electoral register or edited register).

#### **4. Alternative Options**

4.1 The alternative would be to propose a general flat rate increase or no increases in fees or charges. These alternatives would not be recommended as they may fail to take into account individual circumstance or the increased cost of delivering services.

#### **5. Consultation Undertaken or Proposed**

5.1 Any necessary consultation will be undertaken by the managers of the relevant service area.

#### **6. Implications**

<b>Issue</b>	<b>Implications</b>
Corporate Plan	Embracing Localism Open for Business Healthy Environment
Financial, Resource and Property	It is projected that the Council would generate an additional £4,500 per annum from these proposals
Legal and Statutory	None identified at this stage
Crime and Disorder	None identified at this stage
Sustainability	None identified at this stage
Health and Wellbeing	None identified at this stage
Risk Management and Health and Safety	None identified at this stage
Equality and Diversity	None identified at this stage

## **7. Appendices**

7.1 The following documents are to be published with this report and form part of the report:

- Appendix I: Proposed fees and charges for 2015/16; and
- Appendix II: Summary of fee income for 2013/14 and budget for 2014/15.

## **8. Background Papers**

8.1 None.



## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
<b>Car Parks and Season Tickets</b>						
<b>Short Stay Covering:</b>						
Faversham: Central car park (season tickets for business only), Institute Road car park (no season tickets)						
Sittingbourne: Albany Road, Central Avenue, Crown Quay Lane, The Forum, The Swallows, Swale House (weekends only), The Forum (business only), Station Street (up to 2 hours only)						
Sheerness (no season tickets): Rose Street (inc land adjacent to Wood Street), Trinity Place, Beachfields						
Up to 30 minutes	0.25	0.05	0.30	0.25	0.05	0.30
Up to 1 hour	0.67	0.13	0.80	0.67	0.13	0.80
Up to 2 hours	1.25	0.25	1.50	1.25	0.25	1.50
Up to 4 hours	2.50	0.50	3.00	2.50	0.50	3.00
Season per quarter (short/long stay car park)	170.83	34.17	205.00	170.83	34.17	205.00
<b>Long Stay Covering:</b>						
Faversham: Partridge Lane, Queens Hall						
Sittingbourne: Spring Street, St Michael's Road, Bell Road						
Sheerness: Albion Place, Beach Street, Bridge Road, Cross Street						
Up to 30 minutes	0.25	0.05	0.30	0.25	0.05	0.30
Up to 1 hour	0.67	0.13	0.80	0.67	0.13	0.80
Up to 2 hours	1.25	0.25	1.50	1.25	0.25	1.50
Up to 4 hours	2.50	0.50	3.00	2.50	0.50	3.00
Over 4 hours	3.33	0.67	4.00	3.33	0.67	4.00
Season per month (long stay car park)	63.33	12.67	76.00	63.33	12.67	76.00
Season per quarter (short/long stay car park)	170.83	34.17	205.00	170.83	34.17	205.00
<b>Long Stay Covering:</b>						
Sittingbourne: Cockleshell Walk						
Sheerness: Trinity Road						
Up to 30 minutes	0.25	0.05	0.30	0.25	0.05	0.30
Up to 1 hour	0.67	0.13	0.80	0.67	0.13	0.80
Up to 2 hours	1.25	0.25	1.50	1.25	0.25	1.50
Up to 4 hours	2.50	0.50	3.00	2.50	0.50	3.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
Over 4 hours	3.00	0.60	3.60	3.00	0.60	3.60
Season per month (long stay car park)	63.33	12.67	76.00	63.33	12.67	76.00
Season per quarter (short/long stay car park)	170.83	34.17	205.00	170.83	34.17	205.00
<b>Residents Only (5pm-9am evenings, weekends and bank holidays)</b>						
Sittingbourne: Central car park (residents of Cross Lane and Bank Street)						
Faversham: Queens Hall (residents of Victoria Place and Dorset Place)						
Sheerness: Albion Place (residents of Harris Road, Portland Terrace and Albion Place), Cross Street (Sheerness town centre residents), Trinity Road (residents of Trinity Road only)						
Per quarter	16.67	3.33	20.00	16.67	3.33	20.00
Sheerness: Delamark Road car park (residents only)						
All day	8.75	1.75	10.50	8.75	1.75	10.50
Leysdown: Promenade (seasonal) (all day between 1 March and 31 October)						
Up to 4 hours	1.75	0.35	2.10	1.75	0.35	2.10
All day	2.83	0.57	3.40	2.83	0.57	3.40
Motorcycles	0.00	0.00	0.00	0.00	0.00	0.00
Leysdown: Shellness Road (grassed area) (between 1 March and 31 October)						
All day	1.83	0.37	2.20	1.83	0.37	2.20
Minster Shingle Bank						
All day	2.83	0.57	3.40	2.83	0.57	3.40
Motorcycles	0.00	0.00	0.00	0.00	0.00	0.00
Season tickets to be used at any long stay car park throughout the Borough						
Season per quarter	188.33	37.67	226.00	188.33	37.67	226.00
<b>Residents' Parking Permits (on street)</b>						
Per annum	40.00	0.00	40.00	40.00	0.00	40.00
Visitors permit book (10 days)	10.00	0.00	10.00	10.00	0.00	10.00
Visitors parking permits (per day)	1.00	0.00	1.00	1.00	0.00	1.00
Hourly scratchcards (per hour)	0.80	0.00	0.80	0.80	0.00	0.80
Hourly scratchcards (per book of 10 hours)	8.00	0.00	8.00	8.00	0.00	8.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
<b>Car Parks Fixed Penalty Notices (rate depends on offence)</b>						
<b><i>Lower Penalty System</i></b>						
Up to 14 Days	25.00	0.00	25.00	25.00	0.00	25.00
14 days to 56 days	50.00	0.00	50.00	50.00	0.00	50.00
57 days to 70 days	75.00	0.00	75.00	75.00	0.00	75.00
After 70 days	82.00	0.00	82.00	82.00	0.00	82.00
<b><i>Higher Penalty System</i></b>						
Up to 14 days	35.00	0.00	35.00	35.00	0.00	35.00
14 days to 56 days	70.00	0.00	70.00	70.00	0.00	70.00
57 days to 70 days	105.00	0.00	105.00	105.00	0.00	105.00
After 70 days	112.00	0.00	112.00	112.00	0.00	112.00
<b>Street Naming &amp; Numbering</b>						
Changing or requesting new property	60.00	0.00	60.00	60.00	0.00	60.00
New street name	100.00	0.00	100.00	100.00	0.00	100.00
New street developments (4 or more properties/units) per property/unit with minimum charge of £180	30.00	0.00	30.00	30.00	0.00	30.00
Provision of historical information relating to street naming & numbering	160.00	0.00	160.00	160.00	0.00	160.00
Changing street name	500.00	0.00	500.00	500.00	0.00	500.00
<b>Taxi Licensing</b>						
Plate deposit (refundable)	100.00	0.00	100.00	100.00	0.00	100.00
Vehicle licence and plate	160.00	0.00	160.00	160.00	0.00	160.00
Replacement plate	15.00	0.00	15.00	15.00	0.00	15.00
Operator's licence (5 years)	100.00	0.00	100.00	100.00	0.00	100.00
Intermediate (6 monthly licence)	60.00	0.00	60.00	60.00	0.00	60.00
Licence and plate for temporary hire vehicle	40.00	0.00	40.00	40.00	0.00	40.00
Knowledge test	0.00	0.00	0.00	20.00	0.00	20.00*
Badge (1 year)	50.00	0.00	50.00	50.00	0.00	50.00
Badge (3 years)	120.00	0.00	120.00	120.00	0.00	120.00
*Refunded against first year's badge cost						

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
<b>Street Trading Licensing</b>						
Annual consents (not events)	100.00	0.00	100.00	100.00	0.00	100.00
6 month consents (not events)	50.00	0.00	50.00	50.00	0.00	50.00
One off consent	30.00	0.00	30.00	30.00	0.00	30.00
<b>Event Consents</b>						
1-19 stalls	65.00	0.00	65.00	65.00	0.00	65.00
20-49 stalls	130.00	0.00	130.00	130.00	0.00	130.00
50+ stalls	200.00	0.00	200.00	200.00	0.00	200.00
<b>Liquor Licensing</b>						
<b>Main Application Fees for Premises and Personal Liquor Licensing</b>						
Rateable Value B and A	100.00	0.00	100.00	100.00	0.00	100.00
Rateable Value B and B	190.00	0.00	190.00	190.00	0.00	190.00
Rateable Value B and C	315.00	0.00	315.00	315.00	0.00	315.00
Rateable Value B and D	450.00	0.00	450.00	450.00	0.00	450.00
Rateable Value B and E	635.00	0.00	635.00	635.00	0.00	635.00
<b>Main Annual Charge for Premises and Personal Liquor Licensing</b>						
Rateable Value B and A	70.00	0.00	70.00	70.00	0.00	70.00
Rateable Value B and B	180.00	0.00	180.00	180.00	0.00	180.00
Rateable Value B and C	295.00	0.00	295.00	295.00	0.00	295.00
Rateable Value B and D	320.00	0.00	320.00	320.00	0.00	320.00
Rateable Value B and E	350.00	0.00	350.00	350.00	0.00	350.00
Personal licence for alcohol	37.00	0.00	37.00	37.00	0.00	37.00
Personal licence change	10.50	0.00	10.50	10.50	0.00	10.50
Premises licence change	23.00	0.00	23.00	23.00	0.00	23.00
Transfers	23.00	0.00	23.00	23.00	0.00	23.00
Temporary events	21.00	0.00	21.00	21.00	0.00	21.00
Register of interests	21.00	0.00	21.00	21.00	0.00	21.00
<b>Gambling Licensing</b>						
<b>New Applications/Applications for Provisional Statement</b>						
Bingo club	2,268.00	0.00	2,268.00	2,268.00	0.00	2,268.00
Betting premises	2,268.00	0.00	2,268.00	2,268.00	0.00	2,268.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
Tracks	1,775.00	0.00	1,775.00	1,775.00	0.00	1,775.00
Family entertainment centres	1,775.00	0.00	1,775.00	1,775.00	0.00	1,775.00
Adult gaming centre	1,775.00	0.00	1,775.00	1,775.00	0.00	1,775.00
<b><i>Licence Applications (Provisional Statement Holders)</i></b>						
Bingo club	935.00	0.00	935.00	935.00	0.00	935.00
Betting premises	935.00	0.00	935.00	935.00	0.00	935.00
Tracks	935.00	0.00	935.00	935.00	0.00	935.00
Family entertainment centre	772.00	0.00	772.00	772.00	0.00	772.00
Adult gaming centre	935.00	0.00	935.00	935.00	0.00	935.00
<b><i>Annual Fee</i></b>						
Bingo club	703.00	0.00	703.00	703.00	0.00	703.00
Betting premises	450.00	0.00	450.00	450.00	0.00	450.00
Tracks	703.00	0.00	703.00	703.00	0.00	703.00
Family entertainment centres	610.00	0.00	610.00	610.00	0.00	610.00
Adult gaming centre	703.00	0.00	703.00	703.00	0.00	703.00
<b><i>Application to Vary</i></b>						
Bingo club	1,550.00	0.00	1,550.00	1,550.00	0.00	1,550.00
Betting premises	1,308.00	0.00	1,308.00	1,308.00	0.00	1,308.00
Tracks	1,186.00	0.00	1,186.00	1,186.00	0.00	1,186.00
Family entertainment centres	800.00	0.00	800.00	800.00	0.00	800.00
Adult gaming centre	800.00	0.00	800.00	800.00	0.00	800.00
Application to transfer	860.00	0.00	860.00	860.00	0.00	860.00
Application for re-instatement	860.00	0.00	860.00	860.00	0.00	860.00
Copy licence	26.50	0.00	26.50	26.50	0.00	26.50
Notification of change	26.50	0.00	26.50	26.50	0.00	26.50
<b><i>Permit Fees (FEC gaming machine and prize gaming)</i></b>						
Application fee	300.00	0.00	300.00	300.00	0.00	300.00
Renewal fee	300.00	0.00	300.00	300.00	0.00	300.00
Transitional application fee	100.00	0.00	100.00	100.00	0.00	100.00
Change of name	25.00	0.00	25.00	25.00	0.00	25.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
Copy of permit	15.00	0.00	15.00	15.00	0.00	15.00
<b>Sex Establishment Licensing (sex shop, sex cinema and sex encounter venue)</b>						
Application fee and 1 <sup>st</sup> licence	4,200.00	0.00	4,200.00	4,200.00	0.00	4,200.00
Annual licence renewal	650.00	0.00	650.00	650.00	0.00	650.00
Application to vary	750.00	0.00	750.00	750.00	0.00	750.00
Transfer of licence	25.00	0.00	25.00	25.00	0.00	25.00
Duplicate licence	15.00	0.00	15.00	15.00	0.00	15.00
<b>Scrap Metal Dealers Licensing</b>						
Site licence	450.00	0.00	450.00	450.00	0.00	450.00
Site licence renewal	425.00	0.00	425.00	425.00	0.00	425.00
Collections licence, grant or renewal	210.00	0.00	210.00	210.00	0.00	210.00
Variation – collector to site	70.00	0.00	70.00	70.00	0.00	70.00
Variation – site to collector	50.00	0.00	50.00	50.00	0.00	50.00
Variation (minor administration, such as change of address)	30.00	0.00	30.00	30.00	0.00	30.00
Change of site manager	100.00	0.00	100.00	100.00	0.00	100.00
<b>Requests for Environmental Information (eg. planning, contaminated land)</b>						
Charge per hour	75.00	0.00	75.00	77.00	0.00	77.00
Charges for photocopying apply at 10p per page plus postage.						
<b>Food Export Certificate</b>						
For premises in Swale	70.00	0.00	70.00	72.00	0.00	72.00
Food in Transit	70.00	0.00	70.00	72.00	0.00	72.00
<b>CIEH Level 2 Award Training in Food Safety in Catering</b>						
Fee charged to food handlers for training in food hygiene	45.00	0.00	45.00	45.00	0.00	45.00
<b>Registration Fee under the Local Government (Miscellaneous Provision) Act</b>						
(Relates to establishments offering cosmetic piercing, electrolysis, tattooing or acupuncture)						
Standard Fee	270.00	0.00	270.00	278.00	0.00	278.00
<b>King George's Pavilion (minimum 2 hours hire)</b>						
Main hall/tea room (hourly rates) (minimum hire 2 hours)						
Main hall/tea room (hourly rates)						

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
Mon-Fri (9am-5pm)	12.00	0.00	12.00	12.00	0.00	12.00
Mon-Fri (5pm-12am)	14.00	0.00	14.00	14.00	0.00	14.00
Sat (9am-5pm) minimum 4 hours	14.00	0.00	14.00	14.00	0.00	14.00
Sat (5pm-12am) minimum 4 hours	16.00	0.00	16.00	16.00	0.00	16.00
Playgroups (per morning)	27.00	0.00	27.00	27.00	0.00	27.00
Tea room – for children’s parties only (per hour) minimum 3 hours hire	10.00	0.00	10.00	10.00	0.00	10.00
Caretaking services – set up and clear away: standard tables and/or chairs	6.00	0.00	6.00	6.00	0.00	6.00
Refundable deposits	150.00	0.00	150.00	150.00	0.00	150.00
Bank Holidays, New Year’s Eve	2 times the Saturday rate		2 times the Saturday rate			
<b>Guildhall (minimum 1 session hire)</b>						
Main hall (minimum 1 session)						
Session (am/pm)	40.00	0.00	40.00	40.00	0.00	40.00
Refundable deposits	50.00	0.00	50.00	50.00	0.00	50.00
Bank Holidays, New Year’s Eve	40.00	0.00	40.00	40.00	0.00	40.00
	per session		per session	per session		per session
<b>Quinton Hall (minimum 2 hours hire)</b>						
Main hall/tea room (hourly rates)(minimum hire 2 hours)						
Main hall/tea room (hourly rates)						
Mon-Fri (9am-5pm)	6.60	0.00	6.60	6.60	0.00	6.60
Mon-Fri (5pm-12am)	6.60	0.00	6.60	6.60	0.00	6.60
Sat (9am-5pm)	6.60	0.00	6.60	6.60	0.00	6.60
Sat (5pm-12am)	6.60	0.00	6.60	6.60	0.00	6.60
Refundable deposits	50.00	0.00	50.00	50.00	0.00	50.00
Bank Holidays, New Year’s Eve	6.60	0.00	6.60	6.60	0.00	6.60
<b>Advertising Fees for Inside Swale (residents magazine)</b>						
Outside back cover	650.00	130.00	780.00	650.00	130.00	780.00
Internal full page	495.00	99.00	594.00	495.00	99.00	594.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
Half internal page (portrait or landscape)	275.00	55.00	330.00	275.00	55.00	330.00
Quarter internal page	150.00	30.00	180.00	150.00	30.00	180.00
Double internal page	895.00	179.00	1,074.00	895.00	179.00	1,074.00
<b>Annual Animal Licensing (plus cost of vet inspection)</b>						
All animal boarding establishment licences and pet shop licences shall relate to the calendar year in which it is granted (or to the following year). These licences will expire at the end of the calendar year for which they were issued. Vet fees will also be applicable for licences.						
Dangerous wild animals	250.00	0.00	250.00	250.00	0.00	250.00
Breeding of dogs	250.00	0.00	250.00	250.00	0.00	250.00
Animal boarding establishments	250.00	0.00	250.00	250.00	0.00	250.00
Riding establishments	250.00	0.00	250.00	250.00	0.00	250.00
Pet shops	250.00	0.00	250.00	250.00	0.00	250.00
Zoo licence	950.00	0.00	950.00	950.00	0.00	950.00
Performing animal registration	Service not available			135.00 (one-off cost)	0.00	135.00 (one-off cost)
<b>Stray Dog Collection</b>						
Statutory collection charge	25.00	0.00	25.00	25.00	0.00	25.00
Administration fee for collection/ returned stray dogs	15.00	0.00	15.00	15.00	0.00	15.00
Out of hours administration fee or collection/returned stray dogs	30.00	0.00	30.00	30.00	0.00	30.00
<b>Pest Control</b>						
Rats (per visit) with a minimum of 2 visits required	18.75	3.75	22.50	18.75	3.75	22.50
Rats (per visit) with a minimum of 2 visits required – clients on benefits	18.75	3.75	22.50	18.75	3.75	22.50
Mice (per visit) with a minimum of 2 visits required	18.75	3.75	22.50	18.75	3.75	22.50
Mice (per visit) with a minimum of 2 visits required – clients on benefits	18.75	3.75	22.50	18.75	3.75	22.50
Wasps per nest	37.92	7.58	45.50	37.92	7.58	45.50
Wasps per additional nest	6.67	1.33	8.00	6.67	1.33	8.00



## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
Fleas, bedbugs and other household pests (up to 6 rooms)*	45.83	9.17	55.00	45.83	9.17	55.00
Each additional room (up to 4)	8.33	1.67	10.00	8.33	1.67	10.00
Cockroaches in domestic premises (up to 6 rooms)*	45.83	9.17	55.00	45.83	9.17	55.00
Each additional room (up to 4)	8.33	1.67	10.00	8.33	1.67	10.00
Ants, insects etc	19.58	3.92	23.50	19.58	3.92	23.50
Ants, insects etc – clients on benefits	19.58	3.92	23.50	19.58	3.92	23.50
Silverfish, flies, mites, lice (up to 6 rooms)*	45.83	9.17	55.00	45.83	9.17	55.00
Each additional room (up to 4)	8.33	1.67	10.00	8.33	1.67	10.00
Hourly charge for treatments carried out on industrial and commercial properties (hourly rate)	To be quoted by Mitie Pest Control Ltd on a job by job basis so as to remain competitive			To be quoted by Mitie Pest Control Ltd on a job by job basis so as to remain competitive		
For treatments outside of normal office hours (hourly rate)	As above			As above		
Woodworm, birds, deathwatch beetle, foxes, moles & squirrels	Price on application (surveys required)			Price on application (surveys required)		
*Subsequent minimum charge will apply for further treatments after a period of 14 days has elapsed						
<b>Environmental - Fixed Penalty Notices</b>						
Littering and graffiti	80.00	0.00	80.00	80.00	0.00	80.00
Dog fouling	80.00	0.00	80.00	80.00	0.00	80.00
Waste carrier offences	300.00	0.00	300.00	300.00	0.00	300.00
<i>If paid within 7 days</i>						
Littering and graffiti	60.00	0.00	60.00	60.00	0.00	60.00
Dog fouling	60.00	0.00	60.00	60.00	0.00	60.00
Waste carrier offences	225.00	0.00	225.00	225.00	0.00	225.00
<b>Alleygate Key</b>						
Fee	13.00	0.00	13.00	14.80	0.00	14.80
<b>Garden Waste Collections (brown bins – domestic)</b>						
Per annum – 26 collections	35.00	0.00	35.00	35.00	0.00	35.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
<b>Bulky Waste Collections</b>						
Up to 4 bulky items or a fridge freezer	18.25	0.00	18.25	18.60	0.00	18.60
Collections for those on benefits	2 free collections		Free collections have ceased			
<b>Wheeled Bins</b>						
Wheeled bins 240 litre	38.74	0.00	38.74	39.50	0.00	39.50
Wheeled bins 360 litre	60.54	0.00	60.54	61.70	0.00	61.70
Wheeled bins 1,100 litre	427.25	0.00	427.25	435.40	0.00	435.40
<b>Radar Key for Disabled Toilets</b>						
Fee	3.00	0.00	3.00	3.00	0.00	3.00
<b>Sports Facilities</b>						
<i>With changing facilities and showers</i>						
- Senior	54.17	10.83	65.00	55.00	11.00	66.00
- Under 18s	15.83	3.17	19.00	16.25	3.25	19.50
- Under 16s & mini soccer	11.25	2.25	13.50	11.67	2.33	14.00
<i>With changing facilities only</i>						
- Senior	43.75	8.75	52.50	44.58	8.92	53.50
- Under 18s	13.33	2.67	16.00	13.75	2.75	16.50
- Under 16s & mini soccer	10.42	2.08	12.50	10.83	2.17	13.00
<i>With no facilities</i>						
- Senior	27.50	5.50	33.00	27.92	5.58	33.50
- Under 18s	11.67	2.33	14.00	12.08	2.42	14.50
- Under 16s & mini soccer	7.08	1.42	8.50	7.50	1.50	9.00
Block bookings of 10 or more series of lets is VAT exempt						
<b>Allotments</b>						
Plots of 10 rods & pro rata	33.00	0.00	33.00	33.50	0.00	33.50
Plots of 10 rods & pro rata (OAPs/Disabled)	15.70	0.00	15.70	16.00	0.00	16.00
<b>Cemeteries Burial Fees</b>						
<i>Exclusive Right of Burial, Interment, Memorial &amp; Re-inscription Permits</i>						

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
1 <sup>st</sup> Burial Sittingbourne, Faversham & Murston	1,305.00	0.00	1,305.00	1,330.00	0.00	1,330.00
1 <sup>st</sup> Burial Sheppey	1,180.00	0.00	1,180.00	1,203.00	0.00	1,203.00
1 <sup>st</sup> Burial if no use of previously purchased grave Sittingbourne, Faversham & Murston	703.00	0.00	703.00	717.00	0.00	717.00
1 <sup>st</sup> Burial if no use of previously purchased grave Sheppey	576.00	0.00	576.00	588.00	0.00	588.00
2 <sup>nd</sup> Burial Sittingbourne, Faversham & Murston	621.00	0.00	621.00	633.00	0.00	633.00
2 <sup>nd</sup> Burial Sheppey	480.00	0.00	480.00	490.00	0.00	490.00
3 <sup>rd</sup> Burial Sittingbourne, Faversham & Murston	480.00	0.00	480.00	490.00	0.00	490.00
<b>Unpurchased Grave/Common Burial</b> (excludes Exclusive Right to Burial, Issue of Deed or Memorial Permit Rights)						
Sittingbourne, Faversham & Murston	703.00	0.00	703.00	Service not available		
Sheppey	576.00	0.00	576.00	Service not available		
<b>Cremated Remains</b> (includes Exclusive Rights to Burial, Interment, Memorial & Re-inscription Permit)						
1 <sup>st</sup> Burial	439.00	0.00	439.00	448.00	0.00	448.00
1 <sup>st</sup> Burial (where no use has been made of previously purchased grave)	200.00	0.00	200.00	204.00	0.00	204.00
2 <sup>nd</sup> Burial	200.00	0.00	200.00	204.00	0.00	204.00
3 <sup>rd</sup> Burial	200.00	0.00	200.00	204.00	0.00	204.00
4 <sup>th</sup> Burial	200.00	0.00	200.00	204.00	0.00	204.00
<b>Child Coffin Burial</b>						
Under 12 years of age in child's plot (resident of Swale)	0.00	0.00	0.00	0.00	0.00	0.00
Under 12 years of age in adult's plot (resident of Swale)	200.00	0.00	200.00	204.00	0.00	204.00
Under 12 years of age in child's plot (non resident of Swale)	136.00	0.00	136.00	139.00	0.00	139.00
Under 12 years of age in adult's plot (non resident of Swale)	329.00	0.00	329.00	336.00	0.00	336.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
<b>Ancillary Services</b>						
Issue of letter of confirmation where deed is lost	49.00	0.00	49.00	50.00	0.00	50.00
Use of chapel in Sittingbourne	75.00	0.00	75.00	76.00	0.00	76.00
Use of chapel in Faversham	106.00	0.00	106.00	108.00	0.00	108.00
Planted grave (per annum)	107.00	0.00	107.00	109.00	0.00	109.00
Turfed grave	At cost			At cost		
Memorial tree (vatable)	260.00	52.00	312.00	265.00	53.00	318.00
Memorial bench (vatable)	At full cost of purchase & installation + £130 admin fee			At full cost of purchase & installation + £130 admin fee		
Transfer of deed ownership	49.00	0.00	49.00	50.00	0.00	50.00
Record search & certificate (each grave)	25.00	0.00	25.00	25.00	0.00	25.00
Scattering of ashes	70.00	0.00	70.00	71.00	0.00	71.00
Extra cost of large coffin or casket (measuring 30 inches or more)	141.00	0.00	141.00	144.00	0.00	144.00
Exhumation of coffin	1,186.00	0.00	1,186.00	1,210.00	0.00	1,210.00
Exhumation of cremated remains	118.00	0.00	118.00	120.00	0.00	120.00
Other services (vatable)	At cost			At cost		
Non-residents of Swale (not living in Swale at time of death or have not been a resident of Swale for at least 15 consecutive years) required to pay double the costs set out above (except child burials)						
<b>Seafront Memorial Bench</b>						
Memorial bench and installation	420.83	84.17	505.00	420.83	84.17	505.00
<b>Harbour Facilities</b>						
Queenborough Town Quay Berths - registered fishing vessels (per annum)	327.50	65.50	393.00	333.33	66.67	400.00
Licence of pleasure boats	112.50	22.50	135.00	115.00	23.00	138.00
<b>Travelling Fairs and Fetes</b>						
Pitch premium for open days (per day)	749.00	0.00	749.00	749.00	0.00	749.00
On site fee (including arrival and departure days)	54.00	0.00	54.00	54.00	0.00	54.00
Refundable deposit	600.00	0.00	600.00	600.00	0.00	600.00
Fetes	50.00	0.00	50.00	50.00	0.00	50.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
Refundable deposit	62.00	0.00	62.00	62.00	0.00	62.00
<b>Beach Hut Charges</b>						
Ground rent/licence fee for members of MBHA	50.00	0.00	50.00	300.00	0.00	300.00
Licence fee for 1 <sup>st</sup> phase Swale Borough Council huts (3 huts)	541.67	108.33	650.00	666.68	133.32	800.00
Licence fee for 2 <sup>nd</sup> phase Swale Borough Council huts (7 huts)	541.67	108.33	650.00	666.68	133.32	800.00
<b>Access Over Open Space Licence</b>						
Standard fee	63.00	0.00	63.00	63.00	0.00	63.00
<b>Room Hire of Swale House</b>						
<b>Non-Commercial</b>						
Council chamber (half day)	80.34	0.00	80.34	80.34	0.00	80.34
Council chamber (full day)	118.45	0.00	118.45	118.45	0.00	118.45
Committee room (half day)	41.20	0.00	41.20	41.20	0.00	41.20
Committee room (full day)	77.25	0.00	77.25	77.25	0.00	77.25
Assembly room (half day)	41.20	0.00	41.20	41.20	0.00	41.20
Assembly room (full day)	77.25	0.00	77.25	77.25	0.00	77.25
<b>Commercial</b>						
Council chamber (half day)	179.22	0.00	179.22	179.22	0.00	179.22
Council chamber (full day)	298.70	0.00	298.70	298.70	0.00	298.70
Committee room (half day)	88.58	0.00	88.58	88.58	0.00	88.58
Committee room (full day)	149.35	0.00	149.35	149.35	0.00	149.35
Assembly room (half day)	88.58	0.00	88.58	88.58	0.00	88.58
Assembly room (full day)	149.35	0.00	149.35	149.35	0.00	149.35
Charity groups or meetings where Swale residents will benefit	No cost			No cost		
<b>Purchase of Electoral Register</b>						
<b>Full Register and the Notices of Alteration</b>						
(Limited to law enforcement agencies and political parties)						
Hard copies (standard charge)	10.00	0.00	10.00	10.00	0.00	10.00
Hard copies (per 1,000 electors)	5.00	0.00	5.00	5.00	0.00	5.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
Data format (standard charge)	20.00	0.00	20.00	20.00	0.00	20.00
Data format (per 1,000 electors)	1.50	0.00	1.50	1.50	0.00	1.50
<b>List of Overseas Electors</b>						
Hard copies (standard charge)	10.00	0.00	10.00	10.00	0.00	10.00
Hard copies (per 1,000 electors)	5.00	0.00	5.00	5.00	0.00	5.00
Data format (standard charge)	20.00	0.00	20.00	20.00	0.00	20.00
Data format (per 1,000 electors)	1.50	0.00	1.50	1.50	0.00	1.50
<b>Edited Register</b> (Available for purchase by anyone)						
Hard copies (standard charge)	10.00	0.00	10.00	10.00	0.00	10.00
Hard copies (per 1,000 electors)	5.00	0.00	5.00	5.00	0.00	5.00
Data format (standard charge)	20.00	0.00	20.00	20.00	0.00	20.00
Data format (per 1,000 electors)	1.50	0.00	1.50	1.50	0.00	1.50
<b>Legal Charges for Third Parties</b>						
<b>Business Tenancies and Leases</b>						
Licences (minimum charges)	205.00	0.00	205.00	210.00	0.00	210.00
Initial lease/tenancy (minimum charges)	310.00	0.00	310.00	315.00	0.00	315.00
Renewal (minimum charges)	155.00	0.00	155.00	160.00	0.00	160.00
Licences to assign/sublet/change use/alter premises (minimum charges)	155.00	0.00	155.00	160.00	0.00	160.00
Hourly rate	200.00	0.00	200.00	205.00	0.00	205.00
New Road licences	Contribution negotiated with asset management team			Contribution negotiated with asset management team		
<b>Council Land</b>						
Routine transactions* (subject to minimum charge)	515.00	0.00	515.00	525.00	0.00	525.00
Hourly rate	200.00	0.00	200.00	205.00	0.00	205.00
Complex transactions (hourly rate shown – subject to a minimum charge of £1,000)	200.00	0.00	200.00	205.00	0.00	205.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
Sale as mortgagee in possession (minimum charge)	360.00	0.00	360.00	365.00	0.00	365.00
<b><i>Easement</i></b>						
Residential (minimum charge)	215.00	0.00	215.00	220.00	0.00	220.00
Commercial (minimum charge)	325.00	0.00	325.00	330.00	0.00	330.00
<b><i>Completion of Section 106 Planning Agreements</i></b>						
Routine (minimum charge)	565.00	0.00	565.00	575.00	0.00	575.00
Routine (per hour)	200.00	0.00	200.00	205.00	0.00	205.00
Complex (minimum charge)	1,030.00	0.00	1,030.00	1,050.00	0.00	1,050.00
Complex (per hour)	200.00	0.00	200.00	205.00	0.00	205.00
Variation (minimum charge)	565.00	0.00	565.00	575.00	0.00	575.00
Variation (per hour)	200.00	0.00	200.00	205.00	0.00	205.00
*Includes sale of council land and disposal of public open spaces (advertising is a separate fee)						
All charges above are to be negotiated dependent on the complexity, prioritisation to be given to the transaction and value and to be discussed in advance with the relevant lawyer. May vary when work relates to relevant charities or to voluntary organisations. Legal charges do not include disbursements						
<b>Houses in Multiple Occupation Licensing</b>						
<b><i>New Application</i></b>						
Non-accredited landlord	610.00	0.00	610.00	620.00	0.00	620.00
Accredited landlord	500.00	0.00	500.00	508.00	0.00	508.00
<b><i>Renewal of Application</i></b>						
Non-accredited landlord	460.00	0.00	460.00	467.00	0.00	467.00
Accredited landlord	350.00	0.00	350.00	355.00	0.00	355.00
<b>Home Inspection for Immigration Application Fee</b>						
Requests received to inspect and provide report on suitability of proposed home in connection with immigration applications	90.00	0.00	90.00	92.00	0.00	92.00
<b>Staying Put Handyperson Rates</b>						
Hourly rate for a handyperson	13.50	2.70	16.20	13.50	2.70	16.20
Subsidised hourly rate for a handyperson – client in receipt of benefits	5.00	1.00	6.00	5.00	1.00	6.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
<b>Pre-Application Planning Advice</b>						
<b>Meetings</b>						
Very large major	833.33	166.67	1,000.00	833.33	166.67	1,000.00
Major	416.67	83.33	500.00	416.67	83.33	500.00
Minor	208.33	41.67	250.00	208.33	41.67	250.00
Other (excluding householders and listed buildings)	83.33	16.67	100.00	83.33	16.67	100.00
Householder	41.67	8.33	50.00	41.67	8.33	50.00
Charities, voluntary groups and parish councils	0.00	0.00	0.00	0.00	0.00	0.00
Works/repairs to listed buildings	0.00	0.00	0.00	0.00	0.00	0.00
<b>Letters</b>						
Very large major	416.67	83.33	500.00	416.67	83.33	500.00
Major	208.33	41.67	250.00	208.33	41.67	250.00
Minor	104.17	20.83	125.00	104.17	20.83	125.00
Other (excluding householders and listed buildings)	41.67	8.33	50.00	41.67	8.33	50.00
Householder	20.83	4.17	25.00	20.83	4.17	25.00
Charities, voluntary groups and parish councils	0.00	0.00	0.00	0.00	0.00	0.00
Works/repairs to listed buildings	0.00	0.00	0.00	0.00	0.00	0.00
Very large major: over 200 dwellings or 4 hectares. Commercial over 10,000m <sup>2</sup> or 2 hectares						
Major: 10-199 dwellings or less than 4 hectares. Commercial 1,000m <sup>2</sup> - 9,999m <sup>2</sup> or less than 2 hectares						
Minor: 1-9 dwellings or less than 0.5 hectares. Commercial less than 1,000m <sup>2</sup> or 1 hectare						
<b>Sale of Ordnance Survey Plans</b>						
Per set: A4	20.00	0.00	20.00	20.00	0.00	20.00
Per set: A3	50.00	0.00	50.00	50.00	0.00	50.00
<b>Complaints made under the High Hedges Legislation</b>						
Standard fee	450.00	0.00	450.00	450.00	0.00	450.00
<b>Planning Photocopying Charges</b>						
Planning decision notices	4.17	0.83	5.00	4.17	0.83	5.00



## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
Tree preservation order notices	4.17	0.83	5.00	4.17	0.83	5.00
Appeal decision notices	4.17	0.83	5.00	4.17	0.83	5.00
Architects plans/maps – A4	1.67	0.33	2.00	1.67	0.33	2.00
Architects plans/maps – A3	2.50	0.50	3.00	2.50	0.50	3.00
Architects plans/maps – A2	3.33	0.67	4.00	3.33	0.67	4.00
Architects plans/maps – A1	4.17	0.83	5.00	4.17	0.83	5.00
Architects plans/maps – A0	5.00	1.00	6.00	5.00	1.00	6.00
Weekly list annual charge	83.34	16.66	100.00	83.33	16.67	100.00
Weekly list of applications – per copy	2.50	0.50	3.00	2.50	0.50	3.00
A4 documents – single sided	0.42	0.08	0.50	0.42	0.08	0.50
A4 documents – double sided	0.83	0.17	1.00	0.83	0.17	1.00
Colour A4 documents – single sided	0.83	0.17	1.00	0.83	0.17	1.00
OS extracts	16.67	3.33	20.00	16.67	3.33	20.00
S106/52 agreements	4.17 to 33.33	0.83 to 6.67	5.00 to 40.00	4.17 to 33.33	0.83 to 6.67	5.00 to 40.00
Planning application copying – 4 sets – householder applications	20.83	4.17	25.00	20.83	4.17	25.00
Planning application copying – 4 sets – minor applications	41.67	8.33	50.00	41.67	8.33	50.00
<b>Local Land Charges</b>						
<b>Residential Property</b>						
Official certificate of search in land charges register (LLC1) on one parcel of land or property	36.30	0.00	36.30	36.30	0.00	36.30
Requisition of search on one parcel of land or property (Con29)	79.20	0.00	79.20	79.20	0.00	79.20
Standard residential full search fee	115.50	0.00	115.50	115.50	0.00	115.50
<b>Commercial/Non-Domestic Property</b>						
Official certificate of search in land charges register (LLC1) on one parcel of land or property	36.30	0.00	36.30	36.30	0.00	36.30
Requisition of search on one commercial parcel of land or property	94.70	0.00	94.70	94.70	0.00	94.70
Standard commercial full search fee	131.00	0.00	131.00	131.00	0.00	131.00

## Proposed fees and charges for 2015/16

	2014/15			2015/16		
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge
	£	£	£	£	£	£
<b><i>Residential &amp; Commercial Properties</i></b>						
Each additional parcel of land or property on (LLC1) certificate	3.00	0.00	3.00	3.00	0.00	3.00
Each additional parcel of land or property on requisition (Con 29)	9.00	0.00	9.00	9.00	0.00	9.00
Total for each additional parcel of land or property on one full search	12.00	0.00	12.00	12.00	0.00	12.00
Each printed Part II enquiry	16.00	0.00	16.00	16.00	0.00	16.00
Each additional enquiry of your own	21.00	0.00	21.00	21.00	0.00	21.00

## List of income received from fees and charges for 2013/14 outturn and 2014/15 budgets

Service	Charge	2013/14 Outturn	2014/15 Budget
<b>Fees and charges to be agreed as part of this report</b>			
Commissioning & Customer Contact	Garden waste collections (brown bins)	304,095	248,570
Commissioning & Customer Contact	Cemeteries burial fees	123,235	111,770
Commissioning & Customer Contact	Bulky waste collections	40,038	32,000
Commissioning & Customer Contact	Sports facilities	7,892	11,500
Commissioning & Customer Contact	Residential wheeled bins	18,296	15,500
Commissioning & Customer Contact	Travelling fetes & fairs and access over open space licence	12,065	10,700
Commissioning & Customer Contact	Seafront memorial bench	5,022	1,000
Commissioning & Customer Contact	Allotments	1,095	1,000
Commissioning & Customer Contact	Harbour facilities and town quays	1,010	5,500
Commissioning & Customer Contact	Radar keys for disabled toilets	426	210
Commissioning & Customer Contact	Beach hut charges	4,315	5,000
Corporate Services	Legal services charges, including S106 application fees	22,123	10,000
Corporate Services	Hire of meeting rooms at Swale House	160	100
Economy & Communities	Advertising fees for Inside Swale	15,542	5,000
Economy & Communities	Guildhall	70	600
Economy & Communities	Quinton Hall	47	0
Economy & Communities	King George's Pavilion	16,224	14,000
Economy & Communities	Alleygate key	11	50
Housing	Houses in multiple occupation	0	500
Housing	Home inspection for immigration application fee	0	100
Housing	Stayput handyperson charges	2,804	2,200
Planning	Local land charges	217,876	200,000
Planning	Pre-application planning advice fees	49,137	40,000
Planning	Photocopying charges	3,401	2,000
Planning	Sale of ordnance survey plans	777	1,050
Service Delivery	Car parks and season tickets	1,535,161	1,572,900
Service Delivery	Residents parking permits (including voucher parking for visitors parking in residential bays)	120,063	97,000
Service Delivery	Street naming and numbering	12,048	15,000

## List of income received from fees and charges for 2013/14 outturn and 2014/15 budgets

Service	Charge	2013/14 Outturn	2014/15 Budget
Service Delivery	Annual animal licenses	10,763	9,000
Service Delivery	Stray dog collection	6,600	9,000
Service Delivery	CIEH Level 2 Award Training in Food Safety in Catering	1,355	500
Service Delivery	Registration fee under the Local Government (Misc Provisions) Act	5,015	1,000
Service Delivery	Request for environmental information	1,538	1,000
Service Delivery	Food export certificate	195	100
Service Delivery	Pest control treatments	1,881	2,000
<b>Total fees and charges agreed as part of this report</b>		<b>2,540,280</b>	<b>2,425,850</b>

<b>Charges set nationally or by an external body</b>			
Service Delivery	Fixed penalty notices – parking	499,719	499,890
Service Delivery	Licences (premises and liquor, street trading, sex establishments and scrap metal)	101,461	99,500
Service Delivery	Taxi (Hackney Carriage) licensing	72,714	65,000
Service Delivery	Gambling licence fees	37,304	41,280
Corporate Services	Purchase of electoral register	1,844	1,500
Service Delivery	Fixed penalty notices – environmental response	2,335	3,000
Planning	Planning fees – <a href="http://www.swale.gov.uk/types-of-application-and-fees/">www.swale.gov.uk/types-of-application-and-fees/</a>	719,084	652,930
<b>Total fees and charges set nationally and by external bodies</b>		<b>1,434,461</b>	<b>1,363,100</b>