

Council – Supplementary agenda No. 1

A meeting of the Council will be held on:

Date: 26 February 2015

Time: 7.00pm

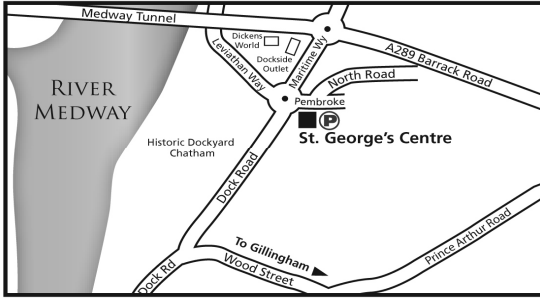
Venue: St George's Centre, Pembroke Road, Chatham Maritime, Chatham
ME4 4UH

Items

- | | | |
|----------|--------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| 6 | Capital and Revenue Budgets 2015/2016 | (Pages
3 - 96) |
| | Appendix 12 is attached. | |
| 8 | Treasury Management: Strategy Statement and Annual
Investment Strategy 2015/2016 and Mid-Year Review Report
2014/2015 | (Pages
97 -
122) |
| | Appendices 1 – 9 are attached. | |

For further information please contact Julie Keith, Head of Democratic Services
on Telephone: 01634 332760 or Email: democratic.services@medway.gov.uk

Date: 18 February 2015



This agenda and reports are available on our website
www.medway.gov.uk

A summary of this information can be made available in other formats from **01634 333333**

If you have any questions about this meeting and you want to speak to someone in your own language please ring **01634 335577**

উইলা	331780	ગુજરાતી	331782	ਪੰਜਾਬੀ	331784	كوردی	331841	اروو	331785	Русский	332374
中文	331781	हिंदी	331783	Polski	332373	এইংলিশ	331786	فارسی	331840	Lietuviškai	332372

MEDWAY COUNCIL

Fees & Charges April 2015

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REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Front Line Services

Trading Standards

	Fee 2014/15	Fee 2015/16	Increase
	£	£	%
Weights & Measures - General			
Call out Charge	124.30	80.00	-35.64%
Delays (per hour)	124.30	80.00	-35.64%
Hourly rate of Charge - (minimum charge 1 hour)	124.30	80.00	-35.64%
Certificate of Errors	80.30	80.00	-0.37%
Supply of replacement certificate	38.90	40.00	2.83%
Weights & Measures - Weights			
Weights exceeding 5kg, 10lb or not exceeding 500mg, 2CM	20.20	20.70	2.48%
Other weights	14.60	15.00	2.74%
Weights & Measures - Linear Measures			
Linear measures not exceeding 3m or 10ft each scale	21.90	22.40	2.28%
Weights & Measures - Capacity Measures			
Capacity measures without diversions not exceeding 1 litre or 1 quart	14.70	15.10	2.72%
Cubic ballast measures (other than brim measures)	241.00	247.00	2.49%
Brim measures (unsubdivided) up to 1 metre	127.80	131.00	2.50%
Liquid capacity measures for making up and checking average quantity packages	52.30	53.60	2.49%
Weights & Measures - Weighing Instruments			
Not exceeding 30kg - first item	68.90	70.60	2.47%
Not exceeding 30kg - Second and subsequent items	41.50	42.50	2.41%
Exceeding 30kg but not exceeding 1 tonne (1 ton)	59.60	61.10	2.52%
Exceeding 1 tonne but not 10 tonnes (1 ton - 10 tons)	119.90	122.90	2.50%
Exceeding 10 tonnes (10 tons)	289.70	296.90	2.49%
(1) Time on site of 4 hours or less (half day charge)	468.50	480.20	2.50%
(2) Time on site exceeding 4 hours (full day charge)	887.30	909.50	2.50%
Weights & Measures - Intoxicating Liquor Measuring Instruments			
Not exceeding 5 fl. oz	43.70	44.80	2.52%
Other	54.60	56.00	2.56%
Weights & Measures - Liquid Fuel Measuring Instruments			
LFLO dispenser per meter/measuring container submitted	116.30	80.00	-31.21%
Testing of peripheral electronic equipment on a later occasion than stamping of instrument - per site	116.30	80.00	-31.21%
Charge for each credit card acceptor unit tested, irrespective of the number	116.30	80.00	-31.21%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Front Line Services

	Fee 2014/15	Fee 2015/16	Increase
	£	£	%
Weights & Measures - Road Tankers			
Wet hose type with two testing liquids	172.80	177.10	2.49%
Jammed ticket printer (no replacement parts)	86.40	88.60	2.55%
Replacement of parts without effect on calibration	86.40	88.60	2.55%
(1) First or single dipstick	93.70	96.00	2.45%
(2) Each additional dipstick submitted at the same time	45.10	46.20	2.44%
Where the bulk fuel testing van is provided by the Department to enable a meter system to be verified	247.10	253.30	2.51%
Weights & Measures - Other			
Any other metrological testing, goods or equipment (per hour)	124.20	127.30	2.50%
Petroleum			
Petroleum Installation Record Search (per hour)	124.20	127.30	2.50%
Licence & Renewal			
Poisons - Registration requirements will cease on 1st March 2015			
Initial registration (Poisons)	76.20	0.00	-100.00%
Change in details (Poisons)	25.00	0.00	-100.00%
Re-registration (Poisons)	60.30	0.00	-100.00%
Trader approval scheme			
Fair Trader Scheme "Large org. member" (Above VAT registered threshold)	240.00	240.00	0.00%
Fair Trader Scheme "Small org. member" (Below VAT registered threshold)	150.00	150.00	0.00%
Fair Trader Scheme initial application fee	100.00	100.00	0.00%
Fair Trader Scheme - extra categories on website per category	0.00	50.00	
Fair Trader Scheme - enhanced listing (with company logo hyperlink	0.00	58.75	
Performing Animals			
Performing Animals registration	74.00	75.90	2.57%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Front Line Services

Gillingham Pier

Rent of berth:

Western Side of slipway

	Fee 2014/15 £	Fee 2015/16 £	Increase %
under 30 ft - per month	55.10	56.50	2.54%
under 30 ft - per annum	550.30	564.10	2.51%
30ft to under 40ft - per month	70.10	71.90	2.57%
30ft to under 40ft - per annum	699.90	717.40	2.50%
40 ft and over - per month	101.60	104.10	2.46%
40 ft and over - per annum	1022.40	1,048.00	2.50%

Pontoon

under 20 ft - per month	55.10	56.50	2.54%
under 20 ft - per annum	550.30	564.10	2.51%
20ft to under 30ft - per month	70.20	72.00	2.56%
20ft to under 30ft - per annum	699.90	717.40	2.50%
30ft to under 40ft - per month	101.60	104.10	2.46%
30ft to under 40ft - per annum	1022.40	1,048.00	2.50%

Mooring Fees

Commercial and Casual Mooring

Under 20ft - per day	9.70	9.90	2.06%
20ft to under 30ft - per day	10.00	10.30	3.00%
30ft to under 40ft - per day	14.00	14.40	2.86%
40ft to under 50ft - per day	14.70	15.10	2.72%
50ft to under 60ft - per day	19.50	20.00	2.56%
60ft to under 70ft - per day	28.00	28.70	2.50%
70ft to under 80ft - per day	37.10	38.00	2.43%
80ft to under 90ft - per day	47.50	48.70	2.53%
90ft to under 100ft - per day	58.40	59.90	2.57%
Per additional foot over 100ft - per day	1.30	1.30	0.00%

Commercial vessels of 20 tons Grt and over (approx. 50ft) per tonne per day	0.40	0.40	0.00%
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Note - for long term stays 60% discount to be allowed for the second period of seven days and 80% for any subsequent periods of seven days.

Season Tickets per boat	93.60	95.90	2.46%
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Slipways

Painting, repairs etc. daily rate

Under 30ft	17.30	17.70	2.31%
30ft - 40ft	24.50	25.10	2.45%
40ft - 45ft	36.90	37.80	2.44%

Launching (launch and haul out)

under 30ft	14.70	15.10	2.72%
30ft to under 40ft	16.60	17.00	2.41%
40ft to under 45 ft	42.70	43.80	2.58%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Front Line Services

	Fee 2014/15	Fee 2015/16	Increase
	£	£	%

Waste Services

Bulky Collection

Collection within two working days	34.00	35.00	2.94%
One free collection of three items in any twelve month period.			
Subsequent collections to be charged at:	18.50	19.00	2.70%
Recovery of lost item from recycling bring bank	0.00	30.00	

Public Conveniences

Access Key to Disabled Persons' Convenience	4.70	4.70	0.00%
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Highway Group

Vehicle crossings

New / extended crossings (using Term Contractor)	133.90	137.20	2.46%
New / extended crossings (using Private Contractor)	171.00	175.30	2.51%
Charge for TMA notices - Per Notice	4.20	4.30	2.38%
Charge for service plans - Per Site	38.10	39.10	2.62%
Checking legality of crossings	133.90	137.20	2.46%

Street Naming and numbering Charges

Charge to Developer for Amending Plans previously Named and Numbered and re-sending out again - Per Building	54.90	56.30	2.55%
Charge for Amending a Road Name, i.e. request by local residents etc	609.10	624.30	2.50%
Charge for Registering a New House or Building	61.30	62.80	2.45%
Charge for Registering 2 to 10 Buildings/Properties	182.60	187.20	2.52%
Charge for Registering 11 to 20 Buildings/Properties	243.35	249.40	2.49%
Charge for Registering 21 to 30 Buildings/Properties	304.10	311.70	2.50%
Charge for Registering 31 to 50 Buildings/Properties	426.50	437.20	2.51%
Charge for Registering 51 to 60 Buildings/Properties	549.00	562.70	2.50%
Charge for Registering 61 or more Buildings/Properties	670.40	687.20	2.51%
Charge for Amending a House Name/Building Name	61.30	62.80	2.45%
Charge for Amending a House Number	61.30	62.80	2.45%
Charge for Amending Property Details, i.e. a House becoming x no of Flats - Per Flat	54.90	56.30	2.55%
Charge for registering a Hotel	182.60	187.20	2.52%
Charge for Historical Information, i.e. enquiries from Solicitors etc	242.90	249.00	2.51%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Front Line Services

	Fee 2014/15	Fee 2015/16	Increase
	£	£	%
Highway Search Charges			
Standard Search	22.00	22.60	2.73%
Additional charge per question	5.40	5.50	1.85%
Additional charge for requested A3 size plan	10.80	11.10	2.78%
Public Rights of Way			
Process Application for pre-publication stage	50.00	51.30	2.60%
Land Registry Search plus search fee	20.00	20.50	2.50%
Site visit	150.00	153.80	2.53%
Preparation of Plans	70.00	71.80	2.57%
Initial consultation	100.00	102.50	2.50%
Responding to consultation replies. (Includes £150 site visit)	250.00	256.30	2.52%
Preparation of Committee Report	220.00	225.50	2.50%
Order Making Stage			
Prepare Order, Notice and Statement	170.00	174.30	2.53%
Distribution of Order	120.00	123.00	2.50%
Posting Notices on Site	110.00	112.80	2.55%
Advertise Notice of Making of Order. (plus cost of advertisement)	35.00	35.90	2.57%
Responding to replies	100.00	102.50	2.50%
Site visits as required - per visit	150.00	153.80	2.53%
Forwarding documentation to DEFRA	520.00	533.00	2.50%
Confirmation of Order			
Site visit	100.00	102.50	2.50%
Preparation of Confirmation Notice	50.00	51.30	2.60%
Distribution of Confirmed Order	120.00	123.00	2.50%
Post Notices on Site	110.00	112.80	2.55%
Advertise Notice of Confirmation of Order. (plus cost of advertisement)	35.00	35.90	2.57%
Produce LEO, amend Definitive Map and inform OS	120.00	123.00	2.50%
Additional letter (to applicants and objectors)	30.00	30.80	2.67%
Additional site visit (to check plans, meet objectors etc)	150.00	153.80	2.53%
Site visit to check works have been carried out and standard	150.00	153.80	2.53%
Certificate Preparation for bringing into force	50.00	51.30	2.60%
Advertising of Certificate for bringing into force (plus cost of advertisement)	35.00	35.90	2.57%
Distributiion of Certificate	100.00	102.50	2.50%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Front Line Services

Community Safety & Enforcement

Environmental Health

	Fee 2014/15 £	Fee 2015/16 £	Increase %
Per basic enquiry (inclusive of VAT)	154.50	158.40	2.52%
Additional information enquiry - per hour (inclusive of VAT)	44.90	46.00	2.45%
Administration Charge - per hour (inclusive of VAT)	44.90	46.00	2.45%
Contaminated Land Searches	150.00	150.00	0.00%

Unfit Food

Examination of Food and the issue of Certificates for voluntary surrender	172.80	177.10	2.49%
Officer time per hour over and above the first two hours disposal of unfit food - transportation and tipping charges	44.90	46.00	2.45%

Food Hygiene

Level 2 Award in Food Safety in Catering	55.00	55.00	0.00%
Level 3 Award in Supervising Food Safety in Catering	597.60	597.60	0.00%
Issue of export certificate	114.40	117.30	2.53%

Health and Safety

Level 2 award in health and safety in the workplace	100.00	100.00	0.00%
Asbestos Training - Half Day	55.00	55.00	0.00%
General Safety Certificate as defined by section 1 of Safety of Sports Ground Act 1975. (rate/hour of work undertaken).	0.00	26.00	

Register of Food Premises

Charge per Statement (including VAT) Individual Proprietor of Business concerned	188.70	193.40	2.49%
Another enforcement agency - individual or complete			
Other applicants - per page up to a maximum of 10	36.50	37.40	2.47%
Any applicant requiring "single use" type - per page	42.60	43.70	2.58%
Any applicant requiring the complete Register	2129.90	2,183.00	2.49%

Port Health

Ship Water Sampling Requests minimum up to 2 hours	50.00	50.00	0.00%
Rate per hour thereafter	35.50	35.50	0.00%
Ship Water Sampling Requests minimum up to 2 hours (Weekends and BH)	75.00	75.00	0.00%
Rate per hour for weekends and bank holidays thereafter	53.50	53.50	0.00%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Front Line Services

	Fee 2014/15	Fee 2015/16	Increase
	£	£	%
Pest Control			
Residential treatments - Mice . Max 3 visits within four week period	46.40	50.00	7.76%
Residential treatments - Wasps . Treatment of 1 nest. £15 per additional nest	41.20	40.00	-2.91%
Residential treatments - Fleas . 1 treatment for up to two-bed property. Additional bedrooms in property £5 each	51.50	55.00	6.80%
Residential treatments - Bed Bugs . 3 treatments for first room plus £45 each additional room	160.00	160.00	0.00%
Other pests - Priced on individual situation by survey			
Residential missed appointment charge	20.00	20.00	0.00%
Commercial treatments - Priced on individual situation by survey			
Licensing			
Skin Piercing	269.30	276.00	2.49%
Animal Boarding Establishments (Kennels and Catteries)	290.90	298.20	2.51%
Animal Boarding Establishments (Home Boarding and Daycare)	0.00	124.60	
Dog Breeding Establishments	121.60	124.60	2.47%
Dangerous Wild Animals - to be based on officer time and any external expertise needed.			
Pet Shops	202.30	207.40	2.52%
Pet Shops - Fish only	106.80	109.50	2.53%
Riding Establishments	403.50	413.60	2.50%
Amendment/Replacement of a licence or certificate	44.90	46.00	2.45%
Pleasure boat licences	115.00	125.00	8.70%
Safer Communities			
Fees for collection and care of stray dogs. £25 Statutory Charge + £36 admin charge. This is discounted to £17.50 for the first offence. Kennelling fees are additional and are paid directly to the contractor, as well as vet fees will be added should they be	42.50	42.50	0.00%
Fixed penalty charge for failing to comply with a Dog Control Order. The penalty is discounted to £60 if paid within 10 days	80.00	80.00	0.00%
Anti Social Behaviour, Crime and Policing Act 2014 Failure to adhere to a Community Protection Notice or Public Spaces Protection Order. The penalty charge notice is reduced to £70 if paid within 10 days	-	100.00	
Country Park out of hours vehicle release fee	51.50	52.80	2.52%

Front Line Services

Travel Safety

Accident Data Searches:

	Fee 2014/15	Fee 2015/16	Increase
	£	£	%
1 junction - 36 months	50.90	52.20	2.55%
1 junction - 60 months	55.20	56.60	2.54%
2 junctions - 36 months	73.50	75.30	2.45%
2 junctions - 60 months	81.20	83.20	2.46%
3 junctions - 36 months	97.40	99.80	2.46%
3 junctions - 60 months	105.00	107.60	2.48%
4 junctions - 36 months	119.10	122.10	2.52%
4 junctions - 60 months	129.90	133.10	2.46%
5 junctions - 36 months	140.70	144.20	2.49%
5 junctions - 60 months	156.90	160.80	2.49%
6 junctions - 36 months	164.50	168.60	2.49%
6 junctions - 60 months	181.80	186.30	2.48%
7 junctions - 36 months	189.40	194.10	2.48%
7 junctions - 60 months	205.70	210.80	2.48%
8 junctions - 36 months	211.00	216.30	2.51%
8 junctions - 60 months	232.70	238.50	2.49%
9 junctions - 36 months	233.70	239.50	2.48%
9 junctions - 60 months	257.60	264.00	2.48%
10 junctions - 36 months	257.60	264.00	2.48%
10 junctions - 60 months	282.40	289.50	2.51%
11 junctions - 36 months	278.10	285.10	2.52%
11 junctions - 60 months	313.80	321.60	2.49%
12 junctions - 36 months	303.00	310.60	2.51%
12 junctions - 60 months	331.10	339.40	2.51%
13 junctions - 36 months	326.80	335.00	2.51%
13 junctions - 60 months	357.20	366.10	2.49%
14 junctions - 36 months	349.60	358.30	2.49%
14 junctions - 60 months	384.20	393.80	2.50%
15 junctions - 36 months	371.20	380.50	2.51%
15 junctions - 60 months	409.10	419.30	2.49%
16 junctions - 36 months	397.20	407.10	2.49%
16 junctions - 60 months	432.90	443.70	2.49%
17 junctions - 36 months	416.60	427.00	2.50%
17 junctions - 60 months	456.70	468.10	2.50%
18 junctions - 36 months	438.30	449.30	2.51%
18 junctions - 60 months	483.80	495.90	2.50%
19 junctions - 36 months	463.20	474.80	2.50%
19 junctions - 60 months	510.80	523.60	2.51%
20 junctions - 36 months	489.10	501.30	2.49%
20 junctions - 60 months	536.70	550.10	2.50%
21 junctions - 36 months	509.70	522.40	2.49%
21 junctions - 60 months	563.80	577.90	2.50%
22 junctions - 36 months	530.30	543.60	2.51%
22 junctions - 60 months	590.90	605.70	2.50%
23 junctions - 36 months	557.30	571.20	2.49%
23 junctions - 60 months	611.40	626.70	2.50%
24 junctions - 36 months	579.00	593.50	2.50%
24 junctions - 60 months	638.50	654.50	2.51%
25 junctions - 36 months	606.10	621.30	2.51%
25 junctions - 60 months	665.60	682.20	2.49%
26 junctions + will be priced based on the application received			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Front Line Services

	Fee 2014/15	Fee 2015/16	Increase
	£	£	%
Stage 1 Safety Audit pre-planning application advice (Minimum fee). Full fee upon application	500.00	Replaced	
Stage 1 Safety Audit - Simple Priority Junction	0.00	504.00	
Stage 1 Safety Audit - Other Junction or arrangements	0.00	624.00	
Stage 2, 3 and 4 Safety Audit (Combined fee)	2,800.00	2,870.00	2.50%
Review of External Safety Audit and Proposal	0.00	360.00	

Traffic Management

Disabled Parking Bays	38.90	40.00	2.83%
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Scaffold/ Hoarding Licence

Processing and first inspection	92.00	94.50	2.72%
Subsequent inspections	48.70	50.00	2.67%
Keep Clear markings	32.50	33.30	2.46%
Removal of unauthorised signs (per sign)	81.20	83.50	2.83%

Miscellaneous

Skip licence (first 14 days)	37.90	39.00	2.90%
Skip licence (next 14 days)	16.30	17.00	4.29%
Building Material licences	54.20	55.60	2.58%
Temporary Traffic sign permit / site approval:			
Weekday core time (8am - 6pm)	124.40	127.50	2.49%
Weekdays outside Core time	184.10	188.70	2.50%
Weekends	243.50	249.60	2.51%

Table and Chairs permit	30.30	31.50	3.96%
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Traffic Counts (survey results)

Up to 2 years old	76.70	78.60	2.48%
Older than 2 years	38.60	39.60	2.59%

Licence for private Service in the Highway	147.70	151.40	2.51%
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Temporary road closures

Emergency Closures 14(2)	880.70	902.70	2.50%
Planned closures 14(1)	1136.30	1,164.70	2.50%
Town and Police Closure orders	65.00	65.00	0.00%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Front Line Services

Parking (Excluding Pay and Display)

	Fee 2014/15	Fee 2015/16	Increase
	£	£	%
Permit Type			
Resident	25.00	26.00	4.00%
Visitor	31.00	32.00	3.23%
Daily visitor vouchers each	0.70	0.70	0.00%
Season Ticket Medway Residents	490.00	502.00	2.45%
Season Ticket Medway Residents Quarterly	142.00	146.00	2.82%
Season Ticket Non Medway Resident	562.00	576.00	2.49%
Season Ticket Non Medway Resident Quarterly	155.00	159.00	2.58%
Shoppers Season Ticket	540.00	554.00	2.59%
Shoppers Season Ticket Quarterly	155.00	159.00	2.58%
Single Car Park	381.00	390.50	2.49%
Cared for Permit (Individual)	16.50	17.00	3.03%
Business	130.00	133.00	2.31%
Special Business	134.00	137.00	2.24%
Late Night	31.00	32.00	3.23%
Worship Permit	31.00	32.00	3.23%
Jezreels	82.00	84.00	2.44%
Dispensations per day	3.80	3.90	2.63%
Suspended Bays per bay per day	20.00	21.00	5.00%
Blue Badge application fee administration charge per badge	10.00	10.00	0.00%

Traffic Management Act 2004 - Notification of Penalty Charge Notice Rates

Full charge PCN Serious Offences	70.00	70.00	0.00%
Full charge PCN Less Serious Offences	50.00	50.00	0.00%
Reduced rate (if paid within 14 days) Serious Offences	35.00	35.00	0.00%
Reduced rate (if paid within 14 days) Less Serious Offences	25.00	25.00	0.00%

Transport Act 2000 - Notification of Penalty Charge Notice Rates

Bus Lane Enforcement - paid within 14 days	30.00	30.00	0.00%
Bus Lane Enforcement - paid after 14 days	60.00	60.00	0.00%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Private Clientele	Weekly Cost 2014/15	Monthly 2014/15	Annual Cost 2014/15	Weekly Cost 2015/16	Monthly 2015/16	Annual Cost 2015/16
Rental Equipment						
Lifeline Vi+ & My Amie	£5.53	£23.97	£287.64	£5.53	£23.97	£287.64
Individual Telecare+ Unit	£4.98	£21.59	£259.04	£4.98	£21.59	£259.04
Lifeline Vi & My Amie	£4.97	£21.55	£258.64	£4.97	£21.55	£258.64
Individual Telecare Unit	£4.48	£19.43	£233.16	£4.48	£19.43	£233.16
Lifeline GSM & My Amie	£6.90	£29.89	£358.64	£6.90	£29.89	£358.64
Arm/Disalarm Trigger (Intruder system)	£0.82	£3.56	£42.67	£0.82	£3.56	£42.67
Bed Pad	£1.64	£7.10	£85.20	£1.64	£7.10	£85.20
Bogus Caller/Panic Button	£0.86	£3.75	£44.97	£0.86	£3.75	£44.97
Care Assist	£2.10	£9.08	£109.00	£2.10	£9.08	£109.00
Chair Pad	£1.37	£5.93	£71.20	£1.37	£5.93	£71.20

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Private Clientele	Weekly Cost 2014/15	Monthly 2014/15	Annual Cost 2014/15	Weekly Cost 2015/16	Monthly 2015/16	Annual Cost 2015/16
Carbon Monoxide Detector	£1.65	£7.16	£85.95	£1.65	£7.16	£85.95
DDA Door Bell (internal transmitter)	£0.85	£3.68	£44.20	£0.85	£3.68	£44.20
DDA Flashing Beacon (transmitter needed)	£1.35	£5.85	£70.20	£1.35	£5.85	£70.20
DDA Pager Pack (Inc pillow pad, charger & transmitter)	£4.33	£18.77	£225.20	£4.33	£18.77	£225.20
DDA Sounder Beacon (transmitter needed)	£1.45	£6.27	£75.20	£1.45	£6.27	£75.20
DDA transmitter	£1.41	£6.10	£73.20	£1.41	£6.10	£73.20
DDA Vibrating Pillow Pad	£0.31	£1.35	£16.20	£0.31	£1.35	£16.20
DDA Wrist Pager Pack (incl charger and pillow pad)	£2.75	£11.93	£143.20	£2.75	£11.93	£143.20
Electrical Usage Sensor	£2.79	£12.10	£145.20	£2.79	£12.10	£145.20
Enuresis Sensor Kit	£2.62	£11.35	£136.20	£2.62	£11.35	£136.20
Epilepsy Sensor Kit	£5.48	£23.77	£285.20	£5.48	£23.77	£285.20

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Private Clientele	Weekly Cost 2014/15	Monthly 2014/15	Annual Cost 2014/15	Weekly Cost 2015/16	Monthly 2015/16	Annual Cost 2015/16
Falls Detector	£1.54	£6.68	£80.20	£1.54	£6.68	£80.20
Flood Detector	£1.41	£6.10	£73.20	£1.41	£6.10	£73.20
Gas (Natural) Detector	£3.00	£13.02	£156.20	£3.00	£13.02	£156.20
Heat Detector	£1.16	£5.04	£60.45	£1.16	£5.04	£60.45
Medication Dispenser	£2.52	£10.93	£131.20	£2.52	£10.93	£131.20
Pendant (Additional or Bogus)	£0.82	£3.56	£42.67	£0.82	£3.56	£42.67
PIR	£0.79	£3.43	£41.20	£0.79	£3.43	£41.20
Pressure Mat (universal sensor needed)	£0.26	£1.14	£13.63	£0.26	£1.14	£13.63
Property Exit Kit (Includes SCU & PIR)	£4.33	£18.77	£225.20	£4.33	£18.77	£225.20
Pull Cord	£1.08	£4.68	£56.20	£1.08	£4.68	£56.20
Smoke Detector	£0.88	£3.83	£46.00	£0.88	£3.83	£46.00

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Private Clientele	Weekly Cost 2014/15	Monthly 2014/15	Annual Cost 2014/15	Weekly Cost 2015/16	Monthly 2015/16	Annual Cost 2015/16
20						
Temperature Extremes Sensor	£1.16	£5.04	£60.45	£1.16	£5.04	£60.45
TIM/SCU Unit	£1.77	£7.67	£92.00	£1.77	£7.67	£92.00
Universal sensor	£1.15	£5.00	£60.00	£1.15	£5.00	£60.00
X-10 Lamp Module Controller	£0.77	£3.35	£40.20	£0.77	£3.35	£40.20
X-10 Main Controller	£1.18	£5.10	£61.20	£1.18	£5.10	£61.20
X-10 Wall Mounted Appliance Kit	£0.91	£3.93	£47.20	£0.91	£3.93	£47.20
X-10 Wall Mounted Dimmer Switch	£0.91	£3.93	£47.20	£0.91	£3.93	£47.20
Zoning Button	£0.86	£3.75	£44.97	£0.86	£3.75	£44.97
Bundles (Rental)						
Basic (LL & 2 Smoke Detectors)	£5.39	£23.38	£280.51	£5.39	£23.38	£280.51
Falls Support Package (LL, Falls Detector, Bed Sensor Kit)	£7.94	£34.40	£412.83	£7.94	£34.40	£412.83
Dementia Support Package (LL, Property Exit System, Smoke Detector)	£8.15	£35.32	£423.87	£8.15	£35.32	£423.87

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Private Clientele	Cost 2014/15			Cost 2015/16	
One Off Costs					
Replacement Pendant	£50.00			£50.00	
Key Safe	£49.16			£49.16	
Installation Costs					
Standard Installation (1 hour)	£40.50			£40.50	
Standard Installation & Sensors (1.5 hour)	£60.00			£60.00	
Hourly rate (every additional hour)	£25.00			£25.00	
Additional Sensors at later date	£40.50			£40.50	
Additional Sensors whilst on site	£19.50			£19.50	
Key Safe Installation	£25.00			£25.00	
Key safe (re-install of existing Key Safe)	£25.00			£25.00	
CCTV Commercial					
New Infrastructure	Upon Application			Upon Application	
Monitoring	Upon Application			Upon Application	

Car Parks - Proposed Prices 2015/16 Pay and Display

N
Chatham Short Stay - Includes: James Street, Rhode Street, Sir John Hawkins, The Paddock, Globe Lane, Medway Street and Church Street

Medway Street forms part of Globe Lane car park
 Only one ticket may be purchased during any 24 hour period

Existing Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-1	90p	90p	0.00%
1-2	130p	130p	0.00%
2-3	140p	140p	0.00%
3-4	150p	150p	0.00%
4-5	160p	160p	0.00%
5+	520p	520p	0.00%

**Chatham Long Stay - Includes: Riverside, Whiffens Avenue, Whiffens Ave HGV, Queen Street, Slicketts Hill, Union Place, Upper Mount, Old Road, Town Hall, Gun Wharf - weekends and bank holidays only.
 Upper Mount Free after 4pm**

Existing Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-1	90p	90p	0.00%
1-2	130p	130p	0.00%
2-4	150p	150p	0.00%
4-6	190p	190p	0.00%
6-8	270p	270p	0.00%
8+	340p	340p	0.00%

Rochester Short Stay - Includes: Blue Boar Lane, Cathedral, Almon Place & Boley Hill

Max 5 hours stay No return within 2 hours of the expiry of your first P&D ticket

Existing Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-1	70p	70p	0.00%
1-2	120p	120p	0.00%
2-4	140p	140p	0.00%
4-5	150p	150p	0.00%

Car Parks - Proposed Prices 2015/16 Pay and Display

Rochester / Strood Long Stay - Includes High Street 1, High Street 2, Berkeley House, King Street, Union Street, Corporation St, The Common, Commercial Rd & Temple St, Civic Centre, Gas House Road .

Existing Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-0.5	40p	40p	0.00%
0-1	70p	70p	0.00%
1-2	120p	120p	0.00%
2-4	140p	140p	0.00%
4-6	170p	170p	0.00%
6-8	260p	260p	0.00%
8+	330p	330p	0.00%

Gillingham Short Stay - Includes: Balmoral Gardens & Britton Farm

Existing Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-1	70p	70p	0.00%
1-2	120p	120p	0.00%
2-3	130p	130p	0.00%
3-4	140p	140p	0.00%

Max 4 hours stay, no return within 2 hours of the expiry of your first P&D ticket.

Gillingham Short Stay - Includes: Jeffrey Street & Littlewoods

Existing Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-0.5	40p	40p	0.00%
0-1	70p	70p	0.00%
1-2	120p	120p	0.00%

Max 2 hours stay no return within 2 hours of the expiry of your first P&D ticket

Specials - Includes: Croneens & Grove Rd.

Existing Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-1	70p	70p	0.00%
1-2	120p	120p	0.00%
2-4	140p	140p	0.00%
4-6	170p	170p	0.00%
6+	250p	250p	0.00%
2 day ticket	480p	480p	0.00%

Car Parks - Proposed Prices 2015/16 Pay and Display

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Easons Yard -Short Stay

0-1	70p	70p	0.00%
1-2	120p	120p	0.00%
2-4	140p	140p	0.00%
5	150p	150p	0.00%

Easons Yard - Long Stay

4-6	170p	170p	0.00%
6+	250p	250p	0.00%
2 day ticke	480p	480p	0.00%

Rainham Short Stay - Includes: Longley Road & Cricketers

Max 4 hours stay, no return within 2 hours of the expiry of your first P&D ticket.

Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-0.5	40p	40p	0.00%
0-1	70p	70p	0.00%
1-2	110p	110p	0.00%
2-4	120p	120p	0.00%

Rainham Long Stay - Includes: Station Road & Birling Avenue

Tariff Band	Existing Prices	2015/16 Prices	% Increase
0 - 0.5	40p	40p	0.00%
0-1	70p	70p	0.00%
1-2	120p	120p	0.00%
2-4	140p	140p	0.00%
4-6	170p	170p	0.00%
6-8	260p	260p	0.00%
8+	330p	330p	0.00%
2 Days	640p	640p	0.00%

Car Parks - Proposed Prices 2015/16 Pay and Display

	Tariff Band	Existing Prices	2015/16 Prices	% Increase
Rainham - High Street	0-0.5	40p	40p	0.00%
	0-1	70p	70p	0.00%
	1-2	110p	110p	0.00%
	2-4	140p	140p	0.00%
	4-6	170p	170p	0.00%
	6+	250p	250p	0.00%
Nelson Terrace	Tariff Band	Existing Prices	2015/16 Prices	% Increase
	0-1	50p	50p	0.00%
	1-2	100p	100p	0.00%
	2-4	120p	120p	0.00%
	4-5	160p	160p	0.00%
	5+	520p	520p	0.00%
Medway Park Long Stay	Tariff Band	Existing Prices	2015/16 Prices	% Increase
	0-1	80p	80p	0.00%
	1-2	110p	110p	0.00%
	2-4	140p	140p	0.00%
	4-6	170p	170p	0.00%
	6-8	260p	260p	0.00%
8+	300p	300p	0.00%	

Grassed area May-Oct inclusive
Main Car Park Sat & Sun Only

Free after 4pm

Car Parks - Proposed Prices 2015/16 Pay and Display

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Medway Park Short stay

Main Car Park Mon - Friday

Max 4 hours stay, no return within 24 hours of the expiry of your first P&D ticket.

Free after 4pm

Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-1	80p	80p	0.00%
1-2	110p	110p	0.00%
2-4	140p	140p	0.00%

THE BROOK MULTI STOREY

Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-1	90p	90p	0.00%
1-2	130p	130p	0.00%
2-3	140p	140p	0.00%
3-4	150p	150p	0.00%
4-5	170p	170p	0.00%
5+	520p	520p	0.00%
Lost Ticket	520p	520p	0.00%

MARKET HALL MULTI STOREY

Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-1	80p	80p	0.00%
1-2	120p	120p	0.00%
2-4	130p	130p	0.00%
4-6	150p	150p	0.00%
6-8	230p	230p	0.00%
8+	310p	310p	0.00%
Lost Ticket	310p	310p	0.00%

Car Parks - Proposed Prices 2015/16 Pay and Display

ON STREET - Rochester, Strood and Gillingham

Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-1	80p	80p	0.00%
1-2	110p	110p	0.00%
2-4	140p	140p	0.00%
4-6	170p	170p	0.00%
6-8	260p	260p	0.00%
8+	300p	300p	0.00%

ON STREET - Chatham

Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-1	100p	100p	0.00%
1-2	120p	120p	0.00%
2-4	150p	150p	0.00%
4-6	180p	180p	0.00%
6-8	270p	270p	0.00%
8+	310p	310p	0.00%

ON STREET - Gillingham 1 hour Max stay

Tariff Band	Existing Prices	2015/16 Prices	% Increase
0.5	40p	40p	0.00%
1	80p	80p	0.00%

ON STREET - Gillingham 2 hour Max stay

Tariff Band	Existing Prices	2015/16 Prices	% Increase
0-1	80p	80p	0.00%
1-2	110p	110p	0.00%

REGENERATION, COMMUNITY AND CULTURE

HOUSING & REGENERATION

PLANNING

VAT to be added where applicable

	Fee 2014/15 £	Fee 2015/16 £	Increase %
Weekly list of applications	158.10	162.10	2.53%
Photocopying (per page)	0.10	0.10	0.00%
Plan copying (A0 per plan)	13.60	13.90	2.21%
Plan copying (A1 per plan)	6.80	7.00	2.94%
Plan copying (A2 per plan)	3.50	3.60	2.86%
Plan copying (A3 per plan)	1.70	1.70	0.00%
Plan copying (A4 per plan)	0.90	0.90	0.00%
Ordnance Survey site locations plans of 6 A4 block plan scale 1:500	28.50	29.20	2.46%
Ordnance Survey site locations plans of 6 A4 site plan scale 1:1250	28.50	29.20	2.46%
Ordnance Survey site locations plans of 6 A4 site plan scale 1:250	56.80	58.20	2.46%
Decision notices (copies of per page plus postage & packing)	0.10	0.10	0.00%
Section 106 agreements (copies of per page plus postage & packing)	0.10	0.10	0.00%
Research for private property sales/purchases (up to one hour)	30.40	31.20	2.63%
Research for private property sales/purchases (per hour thereafter)	30.40	31.20	2.63%
Search of adjoining land/property up to 200m - (plus research fee as above)	40.20	41.20	2.49%

Pre Application

Major Developments

Pre-application meeting including pre meeting research, with follow up written advice	1012.90	1,038.20	2.50%
Written advice only	759.70	778.70	2.50%
Charge per hour: Assistant Director	112.60	115.40	2.49%
Charge per hour: Head of Service	95.70	98.10	2.51%
Charge per hour: Group Manager / Principal Planner	84.50	86.60	2.49%
Charge per hour: Senior Planner / Senior Arboriculture Officer	73.10	74.90	2.46%
Charge per hour: EHO / Highways Officer / Conservation Officer	67.60	69.30	2.51%
Charge per hour: Planners	56.20	57.60	2.49%
Charge for pre application site visits	108.33	108.33	0.00%
Charge for Presentations to Members	541.10	554.60	2.49%

REGENERATION, COMMUNITY AND CULTURE

HOUSING & REGENERATION	Fee 2014/15	Fee 2015/16	Increase
	£	£	%
<u>PLANNING</u>			
VAT to be added where applicable			
<u>Minor Developments</u>			
Written Advice only	108.33	108.33	0.00%
Meeting at Council office plus follow up letter - adjacent fee plus hourly charge for office time (as set out above)	108.33	108.33	0.00%
Meeting on site plus follow up letter	216.40	221.80	2.50%
Meeting on site only	108.33	108.33	0.00%
<u>Other Developments</u>			
Written Advice only	54.20	55.60	2.58%
Meeting at Council office plus follow up letter - adjacent fee plus hourly charge for office time (as set out above)	54.20	55.60	2.58%
Meeting on site plus follow up letter	162.30	166.40	2.53%
Meeting on site only	108.33	108.33	0.00%
Householder office meeting for one site up to 1 hour	56.67	56.67	0.00%
Householder office meeting for every additional site	35.20	36.10	2.56%
Tree Preservation Order advice: Senior Arboriculture Officer per hour (or part of hour)	73.33	73.33	0.00%
<u>Section 106 - Post Resolution Preparation - Charge For Planning Officer Time</u>			
Hourly rates: Head of Service	95.70	98.10	2.51%
Hourly rates: Principal Planner	84.50	86.60	2.49%
Hourly rates: Senior Planner	73.10	74.90	2.46%
Hourly rates: Planners	56.20	57.60	2.49%

REGENERATION, COMMUNITY AND CULTURE

HOUSING & REGENERATION

Fee 2014/15	Fee 2015/16	Increase
£	£	%

ECONOMIC DEVELOPMENT

Innovation Centre Medway

VAT to be added where applicable

Room Hire

NB: Rates for all rooms negotiable for introductory, long-term and regular bookings

Charity and Public Sector

Darwin Room (per hour)	36.00	37.00	2.78%
Darwin Room (per half day - 4 hours)	129.00	132.00	2.33%
Darwin Room (per day - 8 hours)	216.00	221.00	2.31%
Swan Room (per hour)	21.00	22.00	4.76%
Swan Room (per half day - 4 hours)	77.00	79.00	2.60%
Swan Room (per day - 8 hours)	108.00	111.00	2.78%
G3 Room (per hour)	21.00	22.00	4.76%
G3 Room (per half day - 4 hours)	77.00	79.00	2.60%
G3 Room (per day - 8 hours)	108.00	111.00	2.78%
G5 Room (per hour)	21.00	22.00	4.76%
G5 Room (per half day - 4 hours)	77.00	79.00	2.60%
G5 Room (per day - 8 hours)	108.00	111.00	2.78%

Non-Tenants

Darwin Room - per hour	70.00	72.00	2.86%
Darwin Room (per half day - 4 hours)	250.00	256.00	2.40%
Darwin Room (per day - 8 hours)	420.00	431.00	2.62%
Swan Room (per hour)	40.00	41.00	2.50%
Swan Room (per half day - 4 hours)	150.00	154.00	2.67%
Swan Room (per day - 8 hours)	210.00	215.00	2.38%
G3 Room (per hour)	40.00	41.00	2.50%
G3 Room (per half day - 4 hours)	150.00	154.00	2.67%
G3 Room (per day - 8 hours)	210.00	215.00	2.38%
G5 Room (per hour)	40.00	41.00	2.50%
G5 Room (per half day - 4 hours)	150.00	154.00	2.67%
G5 Room (per day - 8 hours)	210.00	215.00	2.38%

REGENERATION, COMMUNITY AND CULTURE

HOUSING & REGENERATION

	Fee 2014/15	Fee 2015/16	Increase
	£	£	%

ECONOMIC DEVELOPMENT

Innovation Centre Medway

VAT to be added where applicable

Data Centre

Internal Tenants

Data Centre space (per "U" of space per month)	11.00	11.00	0.00%
Data Centre space (per half rack of space per month)	227.00	233.00	2.64%
Data Centre space (per 1 rack of space per month)	371.00	380.00	2.43%
Data Centre power (per KWh per month)	0.15	0.15	0.00%

Non-Tenants

Data Centre space (per "U" of space per month)	18.00	18.00	0.00%
Data Centre space (per half rack of space per month)	258.00	264.00	2.33%
Data Centre space (per 1 rack of space per month)	402.00	412.00	2.49%
Data Centre power (per KWh per month)	0.15	0.15	0.00%

Bandwidth

Starting from 10mb

Internal Tenants

Per mb per month	9.5	9.50	
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Non-Tenants

Per mb per month	12	12.00	
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Other Charges

Office set up fee	82.00	84.00	2.44%
Floor box moving fee - per box	26.00	27.00	3.85%
Floor box power usage for individual offices (per KWh per month)	0.15	0.15	0.00%
Printing/copying per copy black and white	0.05	0.05	0.00%
Printing/copying per copy colour	0.10	0.10	0.00%
Telephone hire per handset per month	10.00	10.00	0.00%
Telephone calls Local per minute	0.03	0.03	0.00%
Telephone calls National per minute	0.07	0.07	0.00%
Telephone calls International to be charged at standard tariff from supplier			
Franking per Royal Mail charges			

REGENERATION, COMMUNITY AND CULTURE

FRONT LINE SERVICES

INTEGRATED TRANSPORT

Subsidised Bus Services

	Fee 2014/15 £	Fee 2015/16 £	Increase %
Bus Contract Deductions for Administration (per hour)	113.60	116.40	2.46%
Yellow Bus Fares - charge for one term - to come into effect for the new academic year	45.00	46.00	2.22%
Yellow Bus Fares - charge for two terms - to come into effect for the new academic year	85.00	87.00	2.35%
Yellow Bus Fares - charge for one year - to come into effect for the new academic year	239.00	245.00	2.51%
Replacement of Medway Scholar pass (except Arriva)	10.30	11.00	6.80%
Replacement of Medway School Yellow Bus pass	5.20	5.30	1.92%

Concessionary Fares

Application fee for young persons half fare bus pass. Fee to come into effect July for new academic year.	5.90	10.00	69.49%
Replacement of lost bus pass - elderly and disabled persons concession (no charge if crime number given)	5.90	10.00	69.49%
Replacement of lost bus pass - young persons half fare concession (no charge if crime number given). Fee to come into effect July.	5.90	10.00	69.49%

Local Transport Plan

Information from existing automatic traffic count (per site)	46.90	48.00	2.35%
Information from existing manual traffic count (per site)	140.40	144.00	2.56%

Chatham Waterfront Bus Station

Charge per bus service departure	0.70	0.70	0.00%
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The Villager

Annual membership	10.00	10.30	3.00%
Annual family membership (2 adults + 2 children up to 16 years of age)	20.00	21.00	5.00%
Annual group membership	25.00	26.00	4.00%
Group hire price	80.00	82.00	2.50%
Mileage to be charged per mile at a variable rate depending on journey distance			

REGENERATION, COMMUNITY AND CULTURE

HOUSING & REGENERATION	Fee 2014/15 £	Proposed Fee 2015/16 £	Increase %
<u>SOCIAL REGENERATION</u>			
<u>COMMUNITY CENTRES</u>			
<i>NB: Rates for all rooms negotiable for long-term, regular and community group bookings</i>			
<u>HOOK MEADOW COMMUNITY CENTRE</u>			
<u>MAIN HALL (Bank holidays, New Year's Eve & Christmas on application)</u>			
<u>Regular User Groups</u>			
Hall hire daytime rate (per hour)	13.70	14.00	2.19%
Hall hire evening rate (per hour)	16.90	17.30	2.37%
<u>Non Regular Users</u>			
Hall hire Monday to Friday day (per hour)	19.40	19.90	2.58%
Hall hire Monday to Friday evening (per hour)	27.60	28.30	2.54%
Hall hire Monday to Friday after midnight (per hour)	44.80	45.90	2.46%
Hall hire Saturday & Sunday day (per hour)	21.30	21.80	2.35%
Hall hire Saturday & Sunday evening (per hour)	38.20	39.20	2.62%
Hall hire Saturday & Sunday after midnight (per hour)	55.10	56.50	2.54%
Large Kitchen day (per booking)	30.90	31.70	2.59%
Large Kitchen evening (per booking)	30.90	31.70	2.59%
Small Kitchen day (per booking)	14.20	14.60	2.82%
Small Kitchen evening (per booking)	15.30	15.70	2.61%
<u>LARGE ROOM (Weddings & functions room hire only)</u>			
<u>Regular User Groups</u>			
Hall hire daytime rate (per hour)	10.60	10.90	2.83%
Hall hire evening rate (per hour)	11.60	11.90	2.59%
<u>Non Regular Users</u>			
Room hire Monday to Friday day (per hour)	12.90	13.20	2.33%
Room hire Monday to Friday evening (per hour)	14.50	14.90	2.76%
Room hire Monday to Friday after midnight (per hour)	31.70	32.50	2.52%
Room hire Saturday & Sunday day (per hour)	12.30	12.60	2.44%
Room hire Saturday & Sunday evening (per hour)	23.40	24.00	2.56%
Room hire Saturday & Sunday after midnight (per hour)	38.90	39.90	2.57%

REGENERATION, COMMUNITY AND CULTURE

HOUSING & REGENERATION	Fee 2014/15	Proposed Fee 2015/16	Increase
	£	£	%
<u>SOCIAL REGENERATION</u>			
<u>COMMUNITY CENTRES</u>			
<i>NB: Rates for all rooms negotiable for long-term, regular and community group bookings</i>			
<u>SMALL ROOM (Room hire only)</u>			
<u>Regular User Groups</u>			
Hall hire daytime rate (per hour)	5.80	5.90	1.72%
Hall hire evening rate (per hour)	6.00	6.20	3.33%
<u>Non Regular Users</u>			
Room hire Monday to Friday day (per hour)	6.50	6.70	3.08%
Room hire Monday to Friday evening (per hour)	6.70	6.90	2.99%
Room hire Monday to Friday after midnight (per hour)	25.50	26.10	2.35%
Room hire Saturday & Sunday day (per hour)	11.40	11.70	2.63%
Room hire Saturday & Sunday evening (per hour)	12.20	12.50	2.46%
Room hire Saturday & Sunday after midnight (per hour)	31.00	31.80	2.58%
<u>COMPUTER SUITE</u>			
Regular User Groups - day or evening (per hour)	10.60	10.90	2.83%
Non Regular Users - day or evening (per hour)	10.90	11.20	2.75%
My Desk - Individual desk work space (per month)	100.00	102.50	2.50%

REGENERATION, COMMUNITY AND CULTURE

HOUSING & REGENERATION	Fee 2014/15 £	Proposed Fee 2015/16 £	Increase %
<u>SOCIAL REGENERATION</u>			
<u>COMMUNITY CENTRES</u>			
<i>NB: Rates for all rooms negotiable for long-term, regular and community group bookings</i>			
<u>WOODSIDE COMMUNITY CENTRE</u>			
<u>MAIN HALL</u> (Bank Holidays, New Year's Eve & Christmas On Application)			
<u>Regular User Groups</u>			
Hall hire daytime rate (per hour)	13.30	13.60	2.26%
Hall hire evening rate (per hour)	16.90	17.30	2.37%
<u>Non Regular Users</u>			
Hall hire Monday to Friday day (per hour)	14.10	14.50	2.84%
Hall hire Monday to Friday evening (per hour)	27.60	28.30	2.54%
Hall hire Monday to Friday after midnight (per hour)	44.80	45.90	2.46%
Hall hire Saturday & Sunday day (per hour)	21.30	21.80	2.35%
Hall hire Saturday & Sunday evening (per hour)	38.20	39.20	2.62%
Hall hire Saturday & Sunday after midnight (per hour)	55.10	56.50	2.54%
Kitchen day (per booking)	14.20	14.60	2.82%
Kitchen evening (per booking)	15.30	15.70	2.61%
<u>ONE TO ONE ROOM</u>			
Regular User Groups - day or evening (per hour)	8.40	8.60	2.38%
Non Regular Users - day or evening (per hour)	9.60	9.80	2.08%
<u>COMPUTER SUITE</u>			
Regular User Groups - day or evening (per hour)	10.00	10.30	3.00%
Non Regular Users - day or evening (per hour)	11.60	11.90	2.59%
My Desk - Individual desk work space (per month)	100.00	102.50	2.50%
<u>WHITE ROAD COMMUNITY CENTRE</u>			
<u>Regular User Groups</u>			
Main Hall hire day or evening (per hour)	12.50	12.80	2.40%
One To One Room hire day or evening (per hour)	12.50	12.80	2.40%
<u>Non Regular Users</u>			
Main Hall hire day or evening (per hour)	14.10	14.50	2.84%
One To One Room hire day or evening (per hour)	13.70	14.00	2.19%
Family Room hire day or evening (per hour)	10.90	11.20	2.75%

REGENERATION, COMMUNITY AND CULTURE

HOUSING & REGENERATION

	Proposed		
	Fee 2014/15	Fee 2015/16	Increase
	£	£	%

SOCIAL REGENERATION

COMMUNITY CENTRES

NB: Rates for all rooms negotiable for long-term, regular and community group bookings

CHATTENDEN COMMUNITY CENTRE

MAIN COMMUNITY BUILDING

Regular User Groups

Main Hall hire day or evening (per hour)	12.50	12.80	2.40%
Creche hire day or evening (per hour)	12.50	12.80	2.40%
One to One Room day or evening (per hour)	12.50	12.80	2.40%
Computer Suite day or evening (per hour)	12.50	12.80	2.40%

Non Regular Users

Main Hall hire Monday to Friday day or evening (per hour)	19.40	19.90	2.58%
Main Hall hire Saturday & Sunday day (per hour)	20.80	21.30	2.40%
Main Hall hire Saturday & Sunday evening (per hour)	22.70	23.30	2.64%
Creche hire day or evening (per hour)	13.10	13.40	2.29%
One to One Room day or evening (per hour)	13.10	13.40	2.29%
Computer Suite day or evening (per hour)	13.10	13.40	2.29%
My Desk - Individual desk work space (per month)	100.00	102.50	2.50%

LARGE HALL

Regular User Groups

Hall hire day or evening (per hour)	16.50	16.90	2.42%
End Hall hire day or evening (per hour)	11.00	11.30	2.73%
Back Office hire day or evening (per hour)	12.70	13.00	2.36%

Non Regular Users

Hall hire Monday to Friday day or evening (per hour)	19.40	19.90	2.58%
Hall hire Saturday & Sunday day (per hour)	22.00	22.60	2.73%
Hall hire Saturday & Sunday evening (per hour)	28.00	28.70	2.50%
End Hall hire day or evening (per hour)	13.10	13.40	2.29%
Back Office hire day or evening (per hour)	13.10	13.40	2.29%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

LEISURE FACILITIES

All sites where applicable (Excluding Splashes & Strand)

Lesson Rate - price per lesson

	Fee 2014/15 £	Fee 2015/16 £	Increase %	Off Peak 2014/15 £	Off Peak 2015/16 £	Increase %
Adult non member	7.50	7.70	2.67%			
Adult member	5.90	6.00	1.69%			
Junior/Senior non member	6.90	7.10	2.90%			
Junior/Senior member	5.80	5.90	1.72%			
Membership Fees - 1 years membership						
Adult Individual	39.50	40.50	2.53%			
Family	56.50	57.90	2.48%			
Jnr	20.50	21.00	2.44%			
Senior	20.50	21.00	2.44%			
Day Membership Admission Fee						
Adult	1.80	1.80	0.00%			
Jnr	1.30	1.30	0.00%			
Senior	1.30	1.30	0.00%			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE



LEISURE FACILITIES

Wet Side / Swimming

Adult

Jnr

Senior

(Children under 3 years of age admitted free of charge)

Book of 12 tickets - adult (12 for 10)

Book of 12 tickets - jnr/snr (12 for 10)

Hire of Equipment (Returnable deposit may be required)

Racquets

Table Tennis Bats

Footballs/Netballs

Commercial Hirings and Community

Events - Fees to be negotiated individually, using the following basic charges

Squash - 40 minutes

Badminton - per hour

Hall pricing based on multiples of badminton courts

School Swim

Fitness Classes

	Fee 2014/15 £	Fee 2015/16 £	Increase %	Off Peak 2014/15 £	Off Peak 2015/16 £	Increase %
Adult	3.00	3.10	3.33%			
Jnr	1.90	1.90	0.00%			
Senior	1.90	1.90	0.00%			
(Children under 3 years of age admitted free of charge)						
Book of 12 tickets - adult (12 for 10)	30.00	30.80	2.67%			
Book of 12 tickets - jnr/snr (12 for 10)	19.00	19.50	2.63%			
Hire of Equipment (Returnable deposit may be required)						
Racquets	2.50	2.60	4.00%			
Table Tennis Bats	1.50	1.50	0.00%			
Footballs/Netballs	3.50	3.60	2.86%			
Commercial Hirings and Community						
Events - Fees to be negotiated individually, using the following basic charges						
Squash - 40 minutes	6.90	7.10	2.90%	5.50	5.60	1.82%
Badminton - per hour	8.20	8.40	2.44%	6.25	6.40	2.40%
Hall pricing based on multiples of badminton courts						
School Swim						
Fitness Classes	2.20	2.30	4.55%			
	Member	Member			Non-Member	
	5.25	5.40	2.86%	6.95	7.10	2.16%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

	Fee 2014/15 £	Fee 2015/16 £	Increase %	Off Peak 2014/15 £	Off Peak 2015/16 £	Increase %
LEISURE FACILITIES						
Medway Park						
Hire of Pool (per hour)						
Large Pool	80.00	82.00	2.50%			
Training Pool	33.50	34.30	2.39%			
Diving Pool	28.00	28.70	2.50%			
All Pools	142.00	145.60	2.54%			
Gala (including timing)	390.00	399.80	2.51%			
Gala hourly rate (including timing)	160.00	164.00	2.50%			
General Recreation (2 hours)	5.30	5.40	1.89%			
Over 50s	3.10	3.20	3.23%			
Schools charge, per session	5.60	5.70	1.79%			
CONFERENCE ROOM						
Per Hour	17.00	17.40	2.35%			
Per Half Day	56.00	57.40	2.50%			
Per Day	90.00	92.30	2.56%			
Dance Studios						
Hourly rate per studio	30.00	25.00	-16.67%	26.00	25.00	-3.85%
Athletics Track						
Clubs per hour	50.00	51.30	2.60%			
Floodlights per hour	17.00	17.40	2.35%			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

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	Fee 2014/15 £	Fee 2015/16 £	Increase %	Off Peak 2014/15 £	Off Peak 2015/16 £	Increase %
LEISURE FACILITIES						
SPLASHES						
Admissions						
Adult Swim	5.20	5.30	1.92%			
Child / Senior	4.50	4.60	2.22%			
Family Swim Ticket	14.80	15.20	2.70%			
Spectators	1.70	1.70	0.00%			
Under Fives	1.25	1.30	4.00%			
Under Threes (no charge)	0.00	0.00				
Group of 20+ Adults	4.50	4.60	2.22%			
Group of 20+ Children	3.40	3.60	5.88%			
Special Sessions						
Adult Swim	4.50	4.60	2.22%			
Child/Senior/disab	3.50	3.60	2.86%			
3 years to 5 years	1.25	1.30	4.00%			
Fins Club						
Annual Member	11.60	11.90	2.59%			
Member	3.20	3.30	3.12%			
School Swim						
With Instruction	2.30	2.40	4.35%			
Without Instruction	2.60	2.40	-7.69%			
Swim / Fitness Room	9.60	9.80	2.08%			
Parties						
Saturday Special	9.50	9.70	2.11%			
Palm Tree	9.00	9.20	2.22%			
Invitations	2.70	2.80	3.70%			
Adults Swimming	3.10	3.20	3.23%			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

LEISURE FACILITIES

STRAND LEISURE PARK

Summer Season

Admissions

Adult per session 4.70
 Jnr per session 2.90
 Senior per session 2.90

Beach Hut

Double Session Adult 40.00
 Double Session Jur/senior 9.00
 Double Session 5.00

Crazy Golf

Adult 2.70
 Jnr 2.00
 Senior 2.00
 Family 5.60

Netball

5-a-side (per session) 18.50
 Netball / 5-a-side (per person) 0.00

	Fee 2014/15 £	Fee 2015/16 £	Increase %	Off Peak 2014/15 £	Off Peak 2015/16 £	Increase %
Adult per session	4.70	4.80	2.13%			
Jnr per session	2.90	3.00	3.45%			
Senior per session	2.90	3.00	3.45%			
Double Session Adult	0.00	40.00				
Double Session Jur/senior	0.00	9.00				
Double Session	0.00	5.00				
Adult	2.70	2.80	3.70%			
Jnr	2.00	2.10	5.00%			
Senior	2.00	2.10	5.00%			
Family	5.60	5.70	1.79%			
5-a-side (per session)	18.50	19.00	2.70%			
Netball / 5-a-side (per person)	0.00	2.00				

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

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LEISURE FACILITIES

Par 3 Golf

Adult 9 holes
Jnr 9 holes
Senior 9 holes

	Fee 2014/15 £	Fee 2015/16 £	Increase %	Off Peak 2014/15 £	Off Peak 2015/16 £	Increase %
	6.10	6.30	3.28%			
	3.90	4.00	2.56%			
	4.20	4.00	-4.76%			
	0.00	6.40				
	2.50	2.60	4.00%			
	2.30	2.40	4.35%			
	7.50	7.70	2.67%			
	1.00	1.00	0.00%			
	0.00	2.50				
	0.00	12.50				
	0.00	10.00				

Tennis (per hour)

Tennis Court Hire
Racquet Hire
Ball Hire (2 balls)
Racquet Deposit
Miniature Railway - per person
Castle & Slide

Unlimited Day Pass Adult
Unlimited Day Pass Jur/Senior

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

**LEISURE FACILITIES
STROOD SPORTS CENTRE & HUNDRED OF HOO SWIMMING
POOL**

Dry Side

Charges per hour

Badminton Court - Jnr/Pass. to Leisure

	Fee 2014/15 £	Fee 2015/16 £	Increase %	Off Peak 2014/15 £	Off Peak 2015/16 £	Increase %
				2.90	3.00	3.45%
Per Session etc						
Dance & Movement - Junior Jnr/Passport to Leisure	3.50	3.60	2.86%	2.70	2.80	3.70%
				2.80	2.90	3.57%
Room Hire						
Per Hour	23.00	23.60	2.61%	23.00	23.60	2.61%

Wet Side

Parties school children/half hour

Club hire per hour (whole pool)

pro rata charge - Strood

pro rata charge - Hoo

Hydrotherapy pool-commercial per hour

	20.50	21.00	2.44%			
	63.50	65.10	2.52%			
	55.00	56.40	2.55%			
	50.00	51.30	2.60%			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

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LEISURE FACILITIES MEDWAY LEISURE ECHOES GYMS

Memberships below will include centre membership, an increased number of fitness classes & allow access to all Echoes Gyms in Medway

Increased prices will apply to new members only as existing members have 'price for life.'

	Fee 2014/15 £	Fee 2015/16 £	Increase %	Off Peak 2014/15 £	Off Peak 2015/16 £	Increase %
Single Membership - Advance annual payment	431.50	442.30	2.50%			
Couple - Advance annual payment	755.50	774.40	2.50%			
Single Off Peak Membership - Advance Annual Payment	323.50	331.60	2.50%			
Single Membership - Monthly (12 month contract)	39.95	40.90	2.38%			
Couple - Monthly (12 month contract)	69.95	71.70	2.50%			
Single Off Peak Membership - (12 month contract)	29.95	30.70	2.50%			
Single membership - Monthly (open contract)	47.50	48.70	2.53%			
Couple membership - Monthly (open contract)	82.00	84.10	2.56%			
Single Off Peak Membership - Monthly (open contract)	37.50	38.40	2.40%			
Echoes Gym Non Member Casual	7.20	7.40	2.78%	6.50	6.70	3.08%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

**LEISURE FACILITIES
KICKS - STROOD LEISURE CENTRE**

Peak times Monday - Thursday after 5pm.

5-a-side Hire
7-a-side Hire
Off Peak times

	Fee 2014/15 £	Fee 2015/16 £	Increase %	Off Peak 2014/15 £	Off Peak 2015/16 £	Increase %
5-a-side Hire	45.00	30.00	-33.33%			
7-a-side Hire	62.00	45.00	-27.42%			
Off Peak times						

**Monday - Thursday before 4pm, all day Fri., Sat. & Sun.
EXCLUDING LEAGUE MATCHES**

5-a-side Hire
7-a-side Hire
Per team game = £35 (40mins)

5-a-side Hire	26.00	25.00	-3.85%			
7-a-side Hire	42.00	35.00	-16.67%			
Per team game = £35 (40mins)	70.00	50.00	-28.57%			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

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LEISURE FACILITIES

DEANGATE

Golf

Increased prices will apply to new members only as existing members have 'price for life.'

	Fee 2014/15	Fee 2015/16	Increase	Off Peak 2014/15	Off Peak 2015/16	Increase
	£	£	%	£	£	%
	Adult	Adult	Adult	Junior	Junior	Junior
7 day General Membership (12 months)	744.00	765.00	2.82%			
5 day General Membership (Mon - Fri 12 months)	624.00	640.00	2.56%			
5 day Off Peak (after 11am) Membership (Mon - Fri 12 months)	384.00	395.00	2.86%			
5 day senior membership (Mon - Fri)	498.00	510.00	2.41%			
Under 18s 7 Day Membership				99.00	101.50	2.53%
Intermediate Membership: 18 years Old				150.00	153.80	2.53%
Intermediate Membership: 19 years Old				250.00	256.30	2.52%
Intermediate Membership: 20 years Old				350.00	358.80	2.51%
21-24 membership				475.00	486.90	2.51%
Pay & Play Weekday peak (7 a.m. - 11 a.m.)	18.50	19.00	2.70%	10.00	10.30	3.00%
Pay & Play Weekday off peak (11 a.m. - Close)	14.50	14.90	2.76%	10.00	10.30	3.00%
Pay & Play Weekend & Bank Holidays all times	23.50	24.10	2.55%	13.00	13.30	2.31%
Week day twilight (last 3 hrs of light)	10.50	10.80	2.86%	6.00	6.20	3.33%
Weekend twilight (last 3 hrs of light)	13.00	13.30	2.31%	7.00	7.20	2.86%
9 HOLE Pay & Play weekday peak (7 a.m. - 11 a.m)	10.50	10.80	2.86%	6.00	6.20	3.33%
9 HOLE Pay & Play weekday off peak (11 a.m. - twilight)	9.00	9.20	2.22%	6.00	6.20	3.33%
9 HOLE Pay & Play weekend & bank holidays all times	13.00	13.30	2.31%	7.00	7.20	2.86%

Driving Range

Per basket (small)	1.50	2.00	33.33%			
Per basket (large)	3.00	3.50	16.67%			

Pitch & Putt

Round with Clubs	5.00	5.10	2.00%			
Round with own clubs	3.00	3.10	3.33%			
Deposit on Clubs	3.70	3.80	2.70%			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

LEISURE FACILITIES

Athletics Track

Club Use

Monday-Friday up to 2 hrs

After 2hrs, per hour or part thereof

Saturday up to 2 hrs

After 2hrs, per hour or part thereof

Sunday, Bank Hols up to 2 hrs

After 2hrs, per hour or part thereof

Training per session

Individual use

Use of dressing room & track

Education - by negotiation (basic price)

Floodlight per hour or part

Tennis - per hour

Per person

Parties of School children per court

Bowls

Casual Users per half hour

Club Hire (max 8 players)

2.5 hours

3 hours

Hire of woods

Locker hire per session

Locker hire per session

	Fee 2014/15 £	Fee 2015/16 £	Increase %	Off Peak 2014/15 £	Off Peak 2015/16 £	Increase %
	29.30	30.00	2.39%			
	14.80	15.20	2.70%			
	54.90	56.30	2.55%			
	29.10	29.80	2.41%			
	79.20	81.20	2.53%			
	39.00	40.00	2.56%			
	21.90	22.40	2.28%			
	3.00	3.10	3.33%			
	10.60	10.90	2.83%			
	3.70	3.80	2.70%			
	1.90	1.90	0.00%			
	20.90	21.40	2.39%			
	25.00	25.60	2.40%			
	0.60	0.60	0.00%			
	5.20	5.30	1.92%			
	5.00	5.10	2.00%			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

GREENSPACE SERVICES

	Fee 2014/15 £	Fee 2015/16 £	Increase %
Country Parks			
Fishing			
Day ticket (no night fishing) adult	9.50	10.00	5.26%
Day ticket (no night fishing) Junior/+60	6.00	6.00	0.00%
Half day ticket (after 1pm) adult	6.00	6.00	0.00%
Half day ticket (after 1pm) Junior/+60	5.00	5.00	0.00%
Pre-booked club outings	150.00	150.00	0.00%
Caravan Site Min of 20 units - Max Of 60			
Caravan Rallies			
Vehicle & Trailer (per unit, per night)	8.50	9.00	5.88%
Motorised Van (per unit, per night)	8.50	9.00	5.88%
Tent (per unit, per night)	4.50	5.00	11.11%
Orienteering			
Orienteering / price per visit per child	2.00	2.00	0.00%
Room Hire (Both Sites)			
Cost for 1st Hour (75% to be charged to reg. charities/ self led school groups)	20.00	20.00	0.00%
Cost per hour thereafter (75% to be charged to reg. charities/self led school groups)	20.00	20.00	0.00%
Other Activities			
Children's activity sessions	3.00	3.00	0.00%
Guided walks	3.00	3.00	0.00%
Education visits by Medway schools/ price per visit per child for ranger led sessions	2.50	2.50	0.00%
Forest School Visit - price per child	3.50	3.50	0.00%
Fishing teach ins for children	11.00	11.00	0.00%
Large unbooked events (Country Fair, Kites etc) entrance fee			
Independent food vendors/day			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

GREENSPACE SERVICES

	Fee 2014/15 £	Fee 2015/16 £	Increase %
Event Site Hire - All Green Spaces (price per event)			
Up to 500 People	258.00	264.50	2.52%
501 to 1,000 people	484.00	496.10	2.50%
1001 to 5000 people	968.00	992.20	2.50%
More than 5000 people	2,987.00	3,061.70	2.50%
Deposit against damage - £500 to £1000 (subject to proposed			
25% discount for registered charities on all the above			
Price includes total number of people over the duration of the entire			
Toilet cleaning charge post external event hire (cleaning costs only)			
	51.50	52.80	2.52%
Allotment Rental - Charge per sq metre			
Plot and water	0.19	0.20	5.93%
Plot only	0.14	0.15	3.73%
Flat rate per shed			
	15.00	15.50	3.33%
Flat rate use of container			
	5.20	5.50	5.77%
Bloor Lane Church Allotment			
	15.80	16.20	2.53%
Miscellaneous Recreation			
Playhut - Playgroups - per 3 hours	17.60	18.00	2.27%
Circus Visits & Fairs			
Circus & Fairs Daily Hire Fee	522.70	535.77	2.50%
Deposit Against damage	1,200.00	1,230.00	2.50%
Deposit against fly posting 10m rad.	1,200.00	1,230.00	2.50%
Recreation Grounds - With Pavilion			
Per Season - Adult - 18 matches (with pavilion)	527.90	541.10	2.50%
Per Season - Junior / 60+ - 18 matches (with pavilion)	186.80	191.47	2.50%
Recreation Grounds - Without Pavilion			
Per Season - Adult - 18 matches (without pavilion)	333.60	341.94	2.50%
Per Season - Junior /60+ - 18 matches (without pavilion)	93.60	95.94	2.50%
Casual Use with Pavilion			
Adults (casual use)	84.50	86.61	2.50%
Junior / 60+ (casual use)	79.20	81.18	2.50%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

GREENSPACE SERVICES

	Fee 2014/15 £	Fee 2015/16 £	Increase %
Casual Use without Pavilion			
Adults (casual use/without pavilion)	44.60	45.72	2.51%
Junior / 60+ (casual use/ without pavilion)	25.80	26.45	2.52%
School Parties with Pavilion	117.10	120.03	2.50%
School Parties without Pavilion	64.40	66.01	2.50%
Pitch & Putt			
Round with Clubs Adult	7.40	7.60	2.70%
Round with Clubs Junior/60+	3.70	3.80	2.70%
Round with own Clubs Adult	4.90	5.00	2.04%
Round with own Clubs Junior/60+	2.60	2.70	3.85%
Broken Club	30.60	31.40	2.61%
Lost Ball	3.70	3.80	2.70%
Deposit on Club	11.60	11.90	2.59%
Cricket Pitch Hire - from 10 am to 6 pm			
Per day - Adult	74.00	75.85	2.50%
Rugby Pitch			
Anchorians fee for hire of rugby pitch per season	2,060.00	2,111.50	2.50%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Entrance fees for castles are set in conjunction with English Heritage.

ROCHESTER CASTLE

	Fee 2014/15 £	Fee 2015/16 £	Increase %
Per Person (Adult)	6.00	6.20	3.33%
Per Person (Jnr/60+)	3.80	3.90	2.63%
Family - 2 adult and 1 child	15.80	16.20	2.53%
English Heritage membership including corporate	Free	Free	
Group 11+ people (Adult)	5.10	5.27	
Group 11+ people (Child)	3.23	3.32	
Audioguide	1.00	1.00	
Discovery Day Education Visit	0.00	100.00	

UPNOR CASTLE

Per Person (Adult)	6.00	6.20	3.33%
Per Person (Jnr/60+)	3.80	3.90	2.63%
Family - 2 adult and 1 child	15.80	16.20	2.53%
Group 11+ people (Adult). 15% discount	5.10	5.27	
Group 11+ people (Child) 15% discount	3.23	3.32	
English Heritage membership including corporate	Free	Free	
Audioguide	1.00	1.00	
Wedding (Friday & Saturday)	800.00	850.00	6.25%
Midweek wedding (Monday-Thursday)	550.00	575.00	4.55%
Wedding late booking discount (6 month prior to date) -25%			
Upnor Castle residents pass (season)	0.00	16.00	
Children party hire charge (4hrs) - Part of site	0.00	150.00	
Children party hire charge (4hrs) - Full site	0.00	300.00	
Discovery day education visit	0.00	100.00	
Corporate awayday 1/2 day	0.00	200.00	
Corporate awayday full day	0.00	300.00	

TEMPLE MANOR

Children party hire charge (4hrs)	0.00	300.00	
Discovery day education visit	0.00	100.00	

Discretionary entry fee discounts to maximise marketing -

Head of Service authorised

- Buy -one-get one free
- Free admission for charity/school raffles
- 50% discount
- Kids go free
- Big day out participation

GUILDHALL MUSEUM

Admission	0.00	0.00	0.00%
Hire of Members room to Oyster Fisheries	37.10	38.00	2.43%
Hire of Members room per hour	37.10	38.00	2.43%
Hire of Guildhall Chamber per hour	63.30	64.90	2.53%
Education Visits - Medway Schools - Morning	128.80	132.00	2.48%
Education Visits - Medway Schools - Whole day	175.00	179.40	2.51%
University of the Third Age (U3A) - Cost per person	5.00	5.10	2.00%
Weddings	391.40	401.20	2.50%

Outdoor theatre

By negotiation and sign-off by Head of Service

Normal terms 80:20 split of ticket sales

Event site hire

Charity event per day	250	256.30	2.52%
Daytime hire per day	500	512.50	2.50%
Evening hire each evening	1000	1,025.00	2.50%

Filming/Photo shoots

By negotiation and sign-off by Head of Service

Photo shoot minimum charge (commercial)	50	51	2.60%
Filming minimum charge (commercial)	100	103	2.50%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

MEDWAY ARCHIVES, LOCAL STUDIES CENTRE

	Fee 2014/15 £	Fee 2015/16 £	Increase %
Photocopying (Local Studies) A4	0.30	0.30	0.00%
Photocopying (Local Studies) A3	0.50	0.50	0.00%
Photocopying (Archives original doc) A4	0.80	0.80	0.00%
Photocopying (Archives original doc) A3	1.10	1.10	0.00%
Computer printing black and white A4 per page	0.10	0.10	0.00%
Computer printing colour A4 per page	0.75	0.80	6.67%
Computer printing black and white A3 per page	0.20	0.20	0.00%
Computer printing colour A3 per page	1.00	1.00	0.00%
Local Studies Scanning depending on copyright A4 colour	3.00	3.00	0.00%
Local Studies Scanning depending on copyright A3 colour	3.50	3.60	2.86%
Local Studies Scanning depending on copyright A4 black & white	0.75	0.80	6.67%
Local Studies Scanning depending on copyright A3 black & white	0.85	0.90	5.88%
Archive scanning (discretion of archivist) A4 colour	2.90	4.00	37.93%
Archive scanning (discretion of archivist) A3 colour	3.40	4.50	32.35%
Microfiche/Microfilm printouts A4	0.75	0.80	6.67%
Microfiche/Microfilm printouts A3	1.00	1.00	0.00%
Requests for arranging services by professional photographer/microfilming- Photographer's fee plus charge per item	7.50	8.00	6.67%
Photographs/ slides - non commercial self service full day permit	10.50	10.80	2.86%
Commercial Users self service photography permit	21.00	22.60	7.62%
Photocopies sent in response to research enquiries by letter or e- mail (ie handling charge) handling charge + cost of copies + postage	7.50	7.70	2.67%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

MEDWAY ARCHIVES, LOCAL STUDIES CENTRE

	Fee 2014/15 £	Fee 2015/16 £	Increase %
Medway Archives - Other Charges			
Baptism Certificate (National charge)	12.00	12.00	0.00%
Preparations for media visits and filming on premises : per hour	90.00	92.00	2.22%
Issue of conviction certificate copy (magistrates courts)	36.00	38.00	5.56%
Storage of magistrates' court records(per box per annum)	7.60	8.00	5.26%
Retrievals of modern records for council departments (per box on	7.25	7.40	2.07%
Retrievals of modern records for council departments(per box off	14.00	15.00	7.14%
Withdrawal of privately owned records (minimum charge)	61.00	63.00	3.28%
Royalties for reproduction of still photographs (UK)	30.00	31.00	3.33%
Royalties for reproduction of moving images cost per second(running time) used by national & international media	92.00	94.00	2.17%
Talks to external groups (at discretion of staff)	50.00	50.00	0.00%
Talks to groups visiting (excluding school visits and at the	40.00	40.00	0.00%
Research per hour private users (at discretion of Archivist)	32.00	33.00	3.13%
Research per hour commercial users (at discretion of Archivist)	85.00	87.00	2.35%
ROYALTIES - All royalties fees checked as being market rate wi	40.00	41.00	2.50%
Royalties: reproduction of still photographs (UK)	30.00	31.00	3.33%
Royalties: photo (out-Europe)	50.00	51.00	2.00%
Royalties: photo in TV prog per second	90.00	92.00	2.22%
Royalties: photo on cover (Europe)	60.00	62.00	3.33%
Royalties: photo on cover(worldwide)	90.00	92.00	2.22%
Royalties: photo in e-book	55.00	56.00	1.82%
Royalties: reproduction of moving images cost per second(running time) used by national & international media (commercial rate)	92.00	94.00	2.17%
Estimates for bulk orders (to deduct from final cost when order place	7.50	7.70	2.67%
Photo facsimile (when scanning not possible)	4.50	5.00	11.11%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

THE CENTRAL THEATRE

SCALE A - Concerts and Entertainments

Auditorium 6.00 p.m - 11.00 p.m

Daily Minimum Charge

Monday - Tuesday

Wednesday - Thursday

Friday/Saturday/Sunday

Bank Holidays

Extra Performance

Extra Performance (Bank hols)

Rehearsal and fit-up rates

Minimum of 3 hours on non-show days

Monday - Tuesday

Wednesday - Thursday

Friday/Saturday/Sunday

Bank Holidays

Non-returnable deposit

Non-returnable deposit (3 days or more)

	Fee 2014/15 £	Fee 2015/16 £	Increase %	per hour excess 2014/15 £	Fee 2015/16 £	Increase %
	2,266.30	2,323.00	2.50%	158.40	162.40	2.53%
	2,403.80	2,463.90	2.50%	168.90	173.10	2.49%
	2,932.40	3,005.70	2.50%	235.10	241.00	2.51%
	4,260.70	4,367.20	2.50%	269.90	276.60	2.48%
	637.80	653.70	2.49%			
	818.70	839.20	2.50%			
	70.20	72.00	2.56%			
	78.10	80.10	2.56%			
	104.10	106.70	2.50%			
	132.10	135.40	2.50%			
	574.60	589.00	2.51%			
	1,212.90	1,243.20	2.50%			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

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**SCALE C (Formerly Scale B)
(Voluntary Organisations/Registered Charities/Non
Commercial Organisations)**

	Fee 2014/15 £	Fee 2015/16 £	Increase %	per hour excess 2014/15 £	Fee 2015/16 £	Increase %
Auditorium 6.00 p.m - 11.00 p.m						
Monday - Tuesday	542.60	556.20	2.51%	104.90	107.50	2.48%
Wednesday - Thursday	585.60	600.20	2.49%	146.40	150.10	2.53%
Friday/Saturday/Sunday	1,164.70	1,193.80	2.50%	169.40	173.60	2.48%
Bank Holidays	1,609.00	1,649.20	2.50%	191.00	195.80	2.51%
Extra Performance	456.90	468.30	2.50%			
Extra Performance (bnk hols)	538.70	552.20	2.51%			
Rehearsal and fit-up rates						
Minimum of 3 hours on non-show days						
Monday - Tuesday	45.80	46.90	2.40%			
Wednesday - Thursday	55.20	56.60	2.54%			
Friday/Saturday/Sunday	85.80	87.90	2.45%			
Bank Holidays	119.60	122.60	2.51%			
Non-returnable deposit	254.80	261.20	2.51%			
Non-returnable deposit (3 days or more)	523.70	536.80	2.50%			

Central & Brook Theatre Box Office commission 10% of Gross

Central & Brook Theatre Credit Card inc. handling charge 3% PRS 3%

Central & Brook Theatre Basic charge includes mailing list entry, ticket printing and poster display.

Central & Brook Theatre Extra charges as incurred

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

THE BROOK THEATRE

SCALE A - Commercial organisations/Non-Voluntary organisations (non-arts based)

	Fee 2014/15 £	Fee 2015/16 £	Increase %	per hour excess 2014/15 £	Fee 2015/16 £	Increase %
Main Theatre	80.40	82.40	2.49%			
Main Theatre Floor events	57.30	58.70	2.44%			
Mayor's Parlour	25.50	26.10	2.35%			
Studio Room Hire	38.20	39.20	2.62%			
Conference Room	25.50	26.10	2.35%			
Meeting Room	13.90	14.20	2.16%			
Activity Room	9.80	10.00	2.04%			
Large Dance Studio	13.50	13.80	2.22%			
Small Dance Studio	8.90	9.10	2.25%			
Function Room	15.60	16.00	2.56%			
Basement Dance Studio	11.10	11.40	2.70%			
Basement Drama Studio	12.00	12.30	2.50%			
Non-returnable deposit	260.90	267.40	2.49%			
Non-returnable deposit (3 days or more)	520.70	533.70	2.50%			

SCALE B - Professional arts based organisations

Main Theatre	50.20	51.50	2.59%			
Main Theatre Floor Events	35.80	36.70	2.51%			
Mayor's Parlour	16.80	17.20	2.38%			
Studio Room Hire	24.00	24.60	2.50%			
Conference Room	16.80	17.20	2.38%			
Meeting Room	9.30	9.50	2.15%			
Activity Room	6.40	6.60	3.12%			
Large Dance Studio	8.90	9.10	2.25%			
Small Dance Studio	5.60	5.70	1.79%			
Function Room	11.60	11.90	2.59%			
Basement Dance Studio	8.60	8.80	2.33%			

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	Fee 2014/15 £	Fee 2015/16 £	Increase %	per hour excess 2014/15 £	Fee 2015/16 £	Increase %
Basement Drama Studio	9.10	9.30	2.20%			
Non-returnable deposit	260.90	267.40	2.49%			
Non-returnable deposit (3 days or more)	520.70	533.70	2.50%			
SCALE C - Amateur arts based organisations						
Main Theatre	30.30	31.10	2.64%			
Main Theatre Floor Events	21.30	21.80	2.35%			
Mayor's Parlour	11.10	11.40	2.70%			
Studio Room Hire	16.10	16.50	2.48%			
Conference Room	11.10	11.40	2.70%			
Meeting Room	6.10	6.30	3.28%			
Activity Room	4.40	4.50	2.27%			
Large Dance Studio	6.00	6.20	3.33%			
Small Dance Studio	4.10	4.20	2.44%			
Function Room	7.70	7.90	2.60%			
Basement Dance Studio	5.50	5.60	1.82%			
Basement Drama Studio	6.00	6.20	3.33%			
Non-returnable deposit	197.90	202.80	2.48%			
Non-returnable deposit (3 days or more)	322.80	330.90	2.51%			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

CORN EXCHANGE

QUEEN'S HALL

	Includes			Fee 2014/15 £	Fee 2015/16 £	Increase %
	Hall	Bar	Kitchen			
Mon - Thur 12 noon - 12 midnight	✓	✓	✓	991.80	1,016.60	2.50%
Mon - Thur 6 p.m. - 12 midnight	✓	✓	✓	618.60	634.10	2.51%
Fri 12 noon - 12 midnight	✓	✓	✓	1042.60	1,068.70	2.50%
Fri 6 p.m. - 12 midnight	✓	✓	✓	652.20	668.50	2.50%
Sat 12 noon - 12 midnight	✓	✓	✓	1093.40	1,120.70	2.50%
Sat - 6 p.m. - 12 midnight	✓	✓	✓	686.80	704.00	2.50%
Sun 12 noon - 10.30 p.m.	✓	✓	✓	865.20	886.80	2.50%

Hall Hire Only

Mon - Thur 9 a.m. - 12 noon	✓			137.40	140.80	2.47%
Mon - Thur 12 noon - 6 p.m.	✓			182.80	187.40	2.52%
Fri 9 a.m. - 12 noon	✓			150.40	154.20	2.53%
Fri 12 noon - 6p.m.	✓			200.10	205.10	2.50%

Kitchen hire per booking

81.20 83.20 2.46%

PRINCES HALL

Prices per hour - Minimum hire - 3 hours

Hall Hire Only

Mon - Thur	✓			37.90	38.80	2.37%
Fri	✓			40.10	41.10	2.49%
Sat - Sun	✓			43.30	44.40	2.54%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

	Fee 2014/15	Fee 2015/16	Increase
	£	£	%
PRIVATE SECTOR HOUSING			
Enforcement Activity			
Copy of Notices	6.09	6.20	1.81%
Service of statutory notice	This will be calculated on a case by case		
Inspections			
Non Statutory Accommodation Inspections	92.70	95.00	2.48%
Licensing of Houses in Multiple Occupation	927.00	950.20	2.50%
Second or Subsequent Application	824.00	844.60	2.50%
Removed cannot change licence holder - must submit a new application			
Change of manager	96.40	98.80	2.49%
Licence variation	117.80	120.70	2.46%
Licence renewal fee - with no significant changes	348.10	356.80	2.50%
Licence renewal fee - with significant changes	589.20	603.90	2.49%
2nd Reminder Letter for a HMO Licence	35.00	35.90	2.57%
Unlicensed HMO Fine	150.00	153.80	2.53%
HOUSING SOLUTIONS			
Weekly Cost of Temporary Accommodation			
Shared 1 Bed	116.25	119.20	2.54%
1 bed self contained	157.64	161.60	2.51%
2 bed self contained*	182.05	186.60	2.50%
3 bed self contained*	195	199.90	2.51%
4 bed self contained*	240.42	246.40	2.49%
5 bed self contained *	319.61	327.60	2.50%
<i>*(The above charges are subject to change and will be calculated using 90% of LHA rates plus £60 Management Fee).</i>			
General Fund Properties			
27 FIRST AVENUE	124.46	127.60	2.52%
85 THE BROOK	89.61	91.90	2.56%
87 THE BROOK	89.61	91.90	2.56%

TRAVELLERS PERMANENT ACCOMMODATION

Weekly Rent Per Pitch	64.97	66.60	2.51%
Electricity Pre-paid card Recharged at cost			

Mobile Homes Act 2013

Application for a new licence		320.00	0.00%
Application for a new licence: per pitch		7.50	0.00%

Application to transfer or amend an existing licence:

Minor ammendment		125.00	0.00%
Major ammendment		250.00	0.00%

Annual Licence Fee (Admin and Monitoring existing site)		25.00	0.00%
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Annual Licence Fee (Admin and Monitoring existing site) per pitch		10.00	0.00%
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REGENERATION, COMMUNITY & CULTURE DIRECTORATE LIBRARIES	Fee 2014/15	Fee 2015/16	Increase
	£	£	%
Overdue Charges (Per item per day)			
Adults(£15 maximum)	0.20	0.20	0.00%
Children (no charge)	0.00	0.00	
Teenagers & Retired aged 60 or over (£2.00 max)	0.05	0.05	0.00%
Overdue items reminder notice	0.80	1.00	25.00%
Reservation Fees			
Reservation fee for any book in stock	0.00	0.00	
Reservation fee for any book not in stock	3.00	3.10	3.33%
Audio Visual Charges			
New DVD rentals 2 day loan	2.50	2.60	4.00%
DVD boxed set 2 week loan	5.00	5.10	2.00%
Console games 1 week loan	4.00	4.10	2.50%
Language courses - 3 month loans	5.40	5.50	1.85%
All other videos, DVDs, CDs	1.10	1.10	0.00%
Ticket Replacement Adults	2.40	2.50	4.17%
Damaged & Lost Books			
All items in print - Full replacement cost			
Antiquarian, unique & out of print material - At discretion of service			
Damaged & Lost Audio Visual Material - At discretion of service			
Photocopying/Printing Charges (all sources)			
Black & White A4 - per page	0.10	0.10	0.00%
Black & White A3 - per page	0.21	0.21	0.00%
Colour A4 - per page	0.77	0.80	4.07%
Colour A3 - per page	1.03	1.10	7.32%
Fax Transmissions			
UK	1.20	1.20	0.00%
Europe and North America	2.30	2.40	4.35%
Rest of World	2.30	2.40	4.35%
Free fax nos.	0.60	0.60	0.00%
Incoming - each	0.60	0.60	0.00%
Meeting room hire Strood Library Hall, Twydall Library and all other library premises.			
Basic Rate			
Inside Library opening hours - per hour	10.00	10.30	3.00%
Outside Library opening hours - per hour	17.00	17.40	2.35%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

CEMETERIES

INTERMENTS. Fee includes preparation and excavation of grave, matting, and attendance by cemetery staff and backfilling on day of service. Subject to a minimum of 3 days notice (additional fees may be required for arrangements made in less than 3 working days). The fee also includes all administration, entries in burial registers and cemetery plan marking. The fees do not include removal of any memorial, planting, shrubs, flowers or trees. Where any request is received to inter in an existing grave the applicants will make arrangements for the removal of anything that has been placed on the grave, at their cost, and that when digging commences anything left remaining (apart from any proper approved memorial) may be properly disposed of. Full fee may be applicable to a person under 17 years of age if interred in full sized adult grave.

Where any tree or shrub that cannot be easily and quickly removed remains, the authority reserves the right to cancel or postpone the funeral and/or make an additional charge for the removal of any tree or shrub. Where necessary specialist contractors will be used to remove trees and their costs (plus OH&P) added to any costs that the council might charge. Where any tree or plant is of such a size that removing it would affect the stability of any surrounding memorials or ground, the council reserves the right to recover all reasonable costs in making good, or alternatively refuse any further burial in that grave.

Fee 2014/15 £	Fee 2015/16 £	increase %
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BUSINESS SUPPORT DEPARTMENT (BSD)

All charges include VAT where applicable)

BEREAVEMENT SERVICES CEMETERIES (cont)

Not exceeding 1 month

Interment and attendance fee: 1 month - under 5 years

Interment and attendance fee: (5 to under 16 years) max grave length 1.8 m (max coffin length is 1.65m).

Interment and attendance fee: 16 years and above.

Interment and attendance fee: 16 years and above. Treble depth.

(Grave for 4 is special request with minimum 7 working days notice. Add £305.00)

Two full burials undertaken at same time, add to interment fee:

Cremated Remains interment to a maximum depth of 900 mm,

additional depths may be necessary if grave is to be re-used:

additional depths charged according to depth and/or method of digging. Price on application.

2 sets of cremated remains at same time to a maximum depth of

900 mm, additional depths may be necessary if grave is to be re-

used: additional depths charged according to depth and/or method

of digging. Price on application.

Extra digging for coffins that exceed 26" wide (in total including bar

handles etc) or 78" long add

Extra digging etc to accommodate internal boarding, framework,

covers etc (materials supplied by others). Relocation of spoil away

from graveside prior to service / interment. Prices from:

Saturday Interment - by arrangement - min 8 working days notice

and subject to availability: add

	Fee 2014/15		Fee 2015/16		increase	
	£		£		%	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
	0.00	110.00	0.00	113.00	0.00%	2.73%
	0.00	200.00	0.00	205.00	0.00%	2.50%
	255.00	510.00	261.00	522.00	2.35%	2.35%
	630.00	1260.00	646.00	1,292.00	2.54%	2.54%
	700.00	1400.00	718.00	1,436.00	2.57%	2.57%
	130.00	260.00	133.00	266.00	2.31%	2.31%
	134.00	268.00	137.00	274.00	2.24%	2.24%
	180.00	360.00	185.00	370.00	2.78%	2.78%
	150.00	300.00	154.00	308.00	2.67%	2.67%
	206.00	412.00	211.00	422.00	2.43%	2.43%
	536.00	536.00	549.00	549.00	2.43%	2.43%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

BEREAVEMENT SERVICES CEMETERIES (cont)

Saturday Interment of cremated remains - by arrangement - minimum 8 days notice and subject to availability. In addition to interment fees above.

Services times are 90 minutes (in total, inclusive of chapel and graveside) - extra service time is 45 minutes. This cost may be trebled if prior warning not provided.

Less than 3 days notice where additional costs are incurred.

GRAVE PURCHASE. Fee includes Exclusive burial rights for the registered owner for the agreed time period, maintenance of any grave space that is not covered by a memorial and the first memorial permit with a 'Right to Erect' a memorial. The fee does not include the rights of ownership of the land, nor any right to place a non-approved memorial. All Rights to Erect are for a maximum period of 30 years (renewable).

	Fee 2014/15 £		Fee 2015/16 £		increase %	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Grave Selection next-in-line	52.00	104.00	52.00	104.00	0.00%	0.00%
Grave Selection	191.00	382.00	191.00	382.00	0.00%	0.00%
Exclusive Right of Burial (<30") Adult graves 30 years - inc memorial permit	700.00	1400.00	718.00	1,436.00	2.57%	2.57%
Exclusive Right of Burial (<30") Adult graves 50 years - inc memorial permit	1150.00	2300.00	1,179.00	2,358.00	2.52%	2.52%
Exclusive Right of Burial (<30") Adult graves 99 years - inc memorial permit	2150.00	4300.00	2,204.00	4,408.00	2.51%	2.51%
Pre Purchased Exclusive Right of Burial (<30") Adult graves 30 years - inc memorial permit and selection fee	985.00	1970.00	1,010.00	2,020.00	2.54%	2.54%
Pre Purchased Exclusive Right of Burial (<30") Adult graves 50 years - inc memorial permit and selection fee	1700.00	3400.00	1,743.00	3,486.00	2.53%	2.53%
Pre Purchased Exclusive Right of Burial (<30") Adult graves 99 years - inc memorial permit and selection fee	2500.00	5000.00	2,563.00	5,126.00	2.52%	2.52%
Pre-Purchased Exclusive Right of Burial (<30") Adult graves 30 years no selection and memorial permit	665.00	1330.00	682.00	1,364.00	2.56%	2.56%
Child graves 6' x 3' : 50 years inc memorial permit	515.00	1030.00	528.00	1,056.00	2.52%	2.52%
Child graves 6' x 3' : 99 years inc memorial permit	825.00	1650.00	846.00	1,692.00	2.55%	2.55%

BUSINESS SUPPORT DEPARTMENT (BSD)

2014/15 All charges include VAT where applicable)

BEREAVEMENT SERVICES

	Fee 2014/15 £	Fee 2015/16 £	increase %
Cremated remains 3' x 3': 50 years inc memorial permit	644.00	660.00	2.48%
Cremated remains 3' x 3': 99 years inc memorial permit	1082.00	1,109.00	2.50%
Pre-purchased cremated remains (3'x3') 30 years	500.00	513.00	2.60%
Pre purchased Cremated remains (3' x 3') 50 years	819.00	839.00	2.44%
Pre purchased Cremated remains (3' x 3') 99 years	1236.00	1,267.00	2.51%

MEMORIALS

1. Where more than one item is being undertaken on a grave at any one time, the higher fee only is payable
2. Unless stated otherwise, all permits are for 30 years. Permits are renewable prior to expiry.

	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Extension to EROB's, per 5 year period - max 30 years Permit for a cleaning, planted areas etc.	108.00	216.00	100.00	200.00	-7.41%	-7.41%
30 Year Permit for Small Inscribed vase or tablet (less than 12", 300mm)	74.00	74.00	76.00	76.00	2.70%	2.70%
Additional Inscriptions (no charge if undertaken in-situ and memorials not removed or detached from grave)	77.00	77.00	79.00	79.00	2.60%	2.60%
30 Year Permit for the erection of a memorial/headstone 12" or 30 Year Permit for the erection of full kerbs and cover slabs.	165.00	165.00	169.00	169.00	2.42%	2.42%
30 Year Permit for Memorial/headstone with full kerbs	240.00	240.00	246.00	246.00	2.50%	2.50%
30 Year Permit for Small kerbs (lawn section/cremated remains) and cover slabs	400.00	400.00	410.00	410.00	2.50%	2.50%
30 Year Permit Memorial/headstone with small kerbs	210.00	210.00	215.00	215.00	2.38%	2.38%
1 Year Permit for Wooden cross and other temporary marker	310.00	310.00	318.00	318.00	2.58%	2.58%
5 Year Permit for Wooden cross and other temporary marker	16.00	16.00	16.00	16.00	0.00%	0.00%
Family maintained grave notice	50.00	50.00	51.00	51.00	2.00%	2.00%
Transfer of right of exclusive burial and duplicate EROB's (Transfer to spouse - deduct £20.00)	15.00	15.00	15.00	15.00	0.00%	0.00%
Alterations to Deeds	52.00	52.00	53.00	53.00	1.92%	1.92%
	35.00	35.00	36.00	36.00	2.86%	2.86%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Genealogical Search fee per name and subject to date of Register entry (assisted searches extra)
 Marking / identification of grave prior to visit - special request (min 5 days notice)
 Quinquennial memorial inspection

MEMORIALS

1. Where more than one item is being undertaken on a grave at any one time, the higher fee only is payable
2. Unless stated otherwise, all permits are for 30 years. Permits are renewable prior to expiry.

MEDWAY ECO-SURROUND. These are intended as being temporary grave surrounds until such time that a formal memorial is erected. The fee includes fitting and removal. Materials are re-cycled.

	Fee 2014/15 £		Fee 2015/16 £		increase %	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Medway 'Eco-surround' Adult (supply and fix) 1 year hire	128.00	128.00	131.00	131.00	2.34%	2.34%
Medway 'Eco-surround' Child (supply and fix) 1 year hire	123.00	123.00	126.00	126.00	2.44%	2.44%
Medway 'Eco-surround' Cremated Remains (supply and fix) 1 year hire	123.00	123.00	126.00	126.00	2.44%	2.44%
Medway 'Eco-surround' Adult (supply and fix) 5 year hire	170.00	170.00	174.00	174.00	2.35%	2.35%
Medway 'Eco-surround' Child (supply and fix) 5 year hire	141.00	141.00	145.00	145.00	2.84%	2.84%
Medway 'Eco-surround' Cremated Remains (supply and fix) 5 year hire	155.00	155.00	159.00	159.00	2.58%	2.58%
Eco-surround lease renewal 1 year	38.00	38.00	39.00	39.00	2.63%	2.63%
Eco-surround lease renewal 5 year	60.00	60.00	62.00	62.00	3.33%	3.33%

BUSINESS SUPPORT DEPARTMENT (BSD)

All charges include VAT where applicable)

BEREAVEMENT SERVICES

MISCELLANEOUS

Arrange funeral under Public Health (Control of Disease) Act 1984, including full property search. From:
 Arrange funeral under Public Health (Control of Disease) Act 1985.

	Fee 2014/15 £		Fee 2015/16 £		increase %	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
From :						
Use of Cemetery Chapel	500.00	515.00	515.00	515.00	3.00%	0.00%
Use of Cemetery Chapel (Children up to 5 years)	200.00	206.00	210.00	210.00	5.00%	1.94%
Private Use of Cemetery Chapel	77.00	77.00	79.00	79.00	2.60%	2.60%
Bench dedications/renewals 10 yr from:	0.00	0.00	0.00	0.00		
Re-open walled grave - from:	98.00	98.00	100.00	100.00	2.04%	2.04%
Exhumation – from:	1267.00	1267.00	1,299.00	1,299.00	2.53%	2.53%
Exhumation of cremated remains – from:	247.00	247.00	253.00	253.00	2.43%	2.43%
Woodland Burial fee - includes exclusive right of burial (99 years) - interment fee and memorial tree (CHATHAM ONLY)	1092.00	1092.00	1,119.00	1,119.00	2.47%	2.47%
Woodland Interment of cremated remains (no tree) includes exclusive right of burial (99 years) and interment fee (CHATHAM ONLY)	355.00	355.00	364.00	364.00	2.54%	2.54%
Woodland Burial pre-purchased (99 years) includes memorial tree at time of interment (CHATHAM ONLY) - separate interment fee will apply at time of burial	1545.00	3090.00	1,584.00	3,168.00	2.52%	2.52%
Topping up and seeding. Price from:	52.00	52.00	53.00	53.00	1.92%	1.92%
Woodland burial plaques (10 years). Price from:	201.00	201.00	206.00	206.00	2.49%	2.49%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Grave identification and photograph

Fee 2014/15 £	Fee 2015/16 £	increase %
36.00	36.00	0.00%
36.00	36.00	0.00%

CREMATORIUM

CREMATION FEE. *The Cremation fee includes Environmental Surcharge, all Medical Referee Fees, use of the Chapel for 35 Minute service, Wesley Music, all attendances after the coffin has been placed on the catafalque, strewing of cremated remains in the Gardens (where the family are not in attendance), and where required a Certificate of Disposal and cremated remains box.*

Adult cremation. Services before 9.30 deduct £25.00. Late cremation (after 15:30 add £40.00, by arrangement only)

Adult Saturday Cremation - subject to availability. Includes facilities to witness the charging of the coffin.

Under 16th Birthday, Saturday Cremation - subject to availability. Includes facilities to witness the charging of the coffin.

Cremation - NO FORMAL SERVICE - 8:15 coffin must be on catafalque no later than 8.30

The Cremation fee includes Environmental Surcharge, all Medical Referee Fees, all attendances after the coffin has been placed on the catafalque, strewing of cremated remains in the Gardens (where the family are not in attendance), and where required a Certificate of Disposal and cremated remains box.

Joint service/cremations - 2 adults

Witness Coffin being committed into Cremator (Services after 9.30 am)

Extra costs for Service Overrun from:

Child (5 - to under 16)

Child - Over 1 month to under 5 years

Resident	Non Resident	Resident and Non Resident	Resident and Non Resident
555.00	555.00	575.00	575.00
690.00	690.00	707.00	707.00
205.00	205.00	210.00	210.00

3.60%

2.46%

2.44%

3.56%

2.51%

4.76%

3.45%

2.36%

-100.00%

*

BUSINESS SUPPORT DEPARTMENT (BSD)

All charges include VAT where applicable)

BEREAVEMENT SERVICES

Stillborn - 1 month - see above
 Body Parts, blocks and slides (no charge for stillborn etc)
 NVF with service, after 9:45
 NVF with no service

* charges removed due to sensitivity of these cremations

MISCELLANEOUS

Temporary Storage of Remains - per month - (min period of storage = 3 months, payable in advance)
 Cancellation within 48 hours (Postponement - no charge)
 Receiving cremated remains from elsewhere
 Witnessing Strewing (Up to 2 deceased, add £5.00 per person thereafter)

Family Led Strewing, previously referred to as Silent strewing, - silent disposal of cremated remains (up to 2 deceased, add £5.00 per person thereafter)

Additional Medway Container (Medway Black Scatter Tube add £8.00)

Metal Urn (with cremation)

Additional Metal Urn

Additional Chapel Time/Memorial Service

Administration charge to cover requests for information, alterations etc to records. Genealogical searches etc

	Fee 2014/15 £	Fee 2015/16 £	increase %
	0.00	0.00	-100.00% *
	77.00	79.00	2.60%
	25.00	0.00	-100.00% *
	0.00	0.00	0.00%
	27.00	28.00	3.70%
	100.00	103.00	3.00%
	52.00	53.00	1.92%
	28.00	29.00	3.57%
	20.00	20.00	0.00%
	12.00	12.00	0.00%
	24.00	25.00	4.17%
	35.00	36.00	2.86%
	129.00	130.00	0.78%
	16.00	16.00	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Additional or replacement Certified Extract, label or other proof of cremation

	Fee 2014/15 £	Fee 2015/16 £	increase %
	26.00	26.00	0.00%

CREMATORIUM MEMORIALS

Book of Remembrance (includes 1 swipe card).

2 Line Entry	71.00	69.00	-2.82%
5 Line Entry	124.00	127.00	2.42%
8 Line Entry	159.00	163.00	2.52%
5 Line Entry with illustration	175.00	179.00	2.29%
8 Line Entry with illustration	201.00	206.00	2.49%
Additional screens of text, pictures etc (cost per screen)	38.00	40.00	5.26%
Swipe cards	18.00	18.00	0.00%

Book of Remembrance for Babies (includes 1 swipe card).

Charge per line	15.00	15.00	0.00%
Charge for illustration	56.00	57.00	1.79%
Additional swipe card for digital book	16.00	18.00	12.50%

Miniature Books (Existing books only)

Charge Per Line	20.00	21.00	5.00%
Charge For illustration	57.00	58.00	1.75%
Postage & Packing back to studio	11.00	11.00	0.00%

Bluebell Memorials - 10 year lease (podkin glade and bluebell walk) Subject to availability

Single memorial - (left or right of a pair) inclusive of ceramic picture if required	922.00	922.00	2.49%
Single memorial - (stand alone) inclusive of ceramic picture if required	1056.00	1,082.00	2.46%
Double memorial - (both sides of a pair) inclusive of ceramic picture if required	1828.00	1,874.00	2.52%

BUSINESS SUPPORT DEPARTMENT (BSD)

All charges include VAT where applicable)

BEREAVEMENT SERVICES

	Fee 2014/15 £	Fee 2015/16 £	increase %
Replacement plate with or without photo	196.00	201.00	2.55%
Replacement plate with or without photo (during first year of lease only)	129.00	132.00	2.33%
Green Vase	6.00	6.00	0.00%
Copper Vase	50.00	51.00	2.00%

CREMATORIUM MEMORIALS (cont)

Mushrooms - 10 year lease (glades 5 & 18, podkin and 2 area's of bluebell walk)

Mushroom Plaque	227.00	233.00	2.64%
Replacement Mushroom Plaque	82.00	84.00	2.44%
Extension of lease 10 years without refurbishment	150.00	154.00	2.67%
Extension of lease 10 years with refurbishment	185.00	190.00	2.70%

Sundial - 10 year lease

Small plaque	232.00	238.00	2.59%
Medium Plaque	247.00	248.00	0.40%
Large Plaque	252.00	260.00	3.17%
Replacement plaque (all sizes)	98.00	100.00	2.04%
Extension of lease 10 years without refurbishment	150.00	154.00	2.67%
Extension of lease 10 years with refurbishment	185.00	190.00	2.70%

Babe in hand - 10 year lease

Small plaque	228.00	234.00	2.63%
Medium Plaque	238.00	244.00	2.52%
Large Plaque	248.00	254.00	2.42%
Replacement plaque (all sizes)	90.00	92.00	2.22%
Extension of lease (all sizes) 10 years without refurbishment	150.00	154.00	2.67%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Extension of lease (all sizes) 10 years with refurbishment

Wall Columbaria 15 year lease (chapel of meditation walls 4 & 5) subject to availability

Wall Columbaria with motif (own or other)/ without motif (15 years)

Wall Columbaria - replacement

CREMATORIUM MEMORIALS (cont)

Columbaria

Columbaria (10 years) Motifs extra (subject to design) – includes first 80 characters

Columbaria (20 years) Motifs extra (subject to design) – includes first 80 characters

Granite niche 10 years

Granite niche 10 year extension

Columbaria inscriptions (price per character after the first 80)

Columbaria Motif (from standard catalogue)

Columbaria Motif (own design supplied)

Columbaria Motif/photo (1 face) on ceramic (portrait)

Columbaria photo (2 faces) on ceramic (landscape)

Replacement Plate for columbaria - includes 80 characters

Additional Inscription to Columbaria - includes 80 characters

Postage and packing of columbaria plates - Courier

Columbaria Extension of lease (10 years)

	Fee 2014/15 £	Fee 2015/16 £	increase %
	185.00	185.00	2.70%
	484.00	496.00	2.48%
	113.00	116.00	2.65%
	1035.00	1,061.00	2.51%
	1344.00	1,378.00	2.53%
	984.00	1,000.00	1.63%
	800.00	810.00	1.25%
	2.00	2.00	0.00%
	93.00	95.00	2.15%
	108.00	111.00	2.78%
	139.00	142.00	2.16%
	149.00	153.00	2.68%
	144.00	148.00	2.78%
	124.00	127.00	2.42%
	46.00	47.00	2.17%
	900.00	920.00	2.22%

BUSINESS SUPPORT DEPARTMENT (BSD)

All charges include VAT where applicable)

BEREAVEMENT SERVICES

Benches 10 year lease (various locations around the grounds)

subject to availability

	Fee 2014/15 £	Fee 2015/16 £	increase %
Bench renewal lease	881.00	903.00	2.50%
Bench New lease - Including 12" x 21/2" Perspex Plaque	1241.00	1,272.00	2.50%
Additional Perspex Plaque (12" x 21/2")	46.00	47.00	2.17%
Additional Bronze Plaque (12" x 21/2")	144.00	148.00	2.78%
Perspex replacement or alteration to existing plaque including additional name	46.00	47.00	2.17%
Bronze replacement or alteration to existing plaque including additional name	144.00	148.00	2.78%
Bench vases	26.00	27.00	3.85%
Shared bench perspex plaque (5" x 3")	172.00	176.00	2.33%
Shared bench perspex plaque (5" x 3") replacement or alteration to existing lease including additional name	62.00	64.00	3.23%

CREMATORIUM MEMORIALS (cont)

Chapel Chair

Chapel Chair additional plaque (Special requests only)	62.00	70.00	12.90%
Replacement chapel chair plaque (Special requests only)	62.00	64.00	3.23%
Replacement chapel chair plaque extended lease - price on application.			

Bronze Wall Plaques 10 year lease subject to availability

Bronze wall plaque - renewal of lease only no new plaque
Replacement Bronze wall plaques - including alterations, updating & additional names

	160.00	180.00	12.50%
	145.00	200.00	37.93%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Granite Wall Plaques 10 year lease subject to availability

	Fee 2014/15 £	Fee 2015/16 £	increase %
Granite wall plaque - inscription only	232.00	238.00	2.59%
Granite wall plaque - inscription & engraved illustration	263.00	270.00	2.66%
Granite wall plaque - inscription & photo	324.00	332.00	2.47%
Granite wall plaque - lease renewal	118.00	121.00	2.54%
Replacement or alteration to existing plaque including additional name - inscription only	185.00	190.00	2.70%
Replacement or alteration to existing plaque including additional name - inscription & illustration.	211.00	216.00	2.37%
Replacement or alteration to existing plaque including additional name - inscription & photo	288.00	295.00	2.43%

FLORIS' Wall Plaques

Floris Plaque - inscription only	252.00	258.00	2.38%
Floris Plaque - with engraved motif (from standard catalogue range)	273.00	280.00	2.56%
Floris Plaque - with ceramic motif/photo	330.00	338.00	2.42%
Renewal of lease (New 10 years existing plaque used)	196.00	201.00	2.55%
Replacement Floris plaque - including alterations, updating & additional names	175.00	179.00	2.29%

CREMATORIUM MEMORIALS (cont)

Dedicated roses - 10 year lease			
Standard rose tree with plaque on stem	250.00	300.00	20.00%
Standard rose tree replacement plaque on stem	70.00	72.00	2.86%
Standard rose tree additional replacement plaque on stem	70.00	72.00	2.86%

BUSINESS SUPPORT DEPARTMENT (BSD)

All charges include VAT where applicable)

BEREAVEMENT SERVICES

Granite Flower Kerbs - 10 year lease (RWA Glades 32 & 38) subject to availability

	Fee 2014/15 £	Fee 2015/16 £	increase %
Granite Flower Kerb (grey/black)	467.00	479.00	2.57%
Granite Flower Kerb (gold/black)	467.00	479.00	2.57%
Replacement Flower Kerb Plaques (both colours)	128.00	131.00	2.34%
Granite Flower Kerb extension of lease (both colours)	380.00	390.00	2.63%
Granite Flower Kerb extension of lease (both colours) with refurbishment	430.00	441.00	2.56%

Granite Book - 10 year lease (Entrance to Glade 16 - 6" x 4", and

Rear of East Cloisters, 4" x 3" plaque)

Granite Book Plaque: Glade 16	247.00	253.00	2.43%
Replacement Granite Book Plaque: Glade 16	98.00	100.00	2.04%
Granite Book Plaque: East Chapel	242.00	248.00	2.48%
Replacement Granite Book Plaque: East Chapel	95.00	97.00	2.11%

Memorial Plaques (10 years)

Perspex Garden Plaque	159.00	163.00	2.52%
Perspex Replacement Garden Plaque including alterations, updating & additional names	62.00	64.00	3.23%
Granite Garden Plaque.	211.00	216.00	2.37%
Granite Replacement Garden Plaque including alterations, updating & additional names	106.00	109.00	2.83%

Postage and Packing charged at cost on top of above prices where required.

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Other memorials and services available subject to demand and availability. Fees determined as necessary if new products introduced during year. Extended leases may be available on certain memorials subject to availability and demand - price on application.

Medical Referee fees are included in the cremation fee. Should these fees be increased, the cremation fee is to be increased accordingly.

Fee 2014/15 £	Fee 2015/16 £	increase %
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BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

	Fee 2014/15	Fee 2015/16	Increase (%)
	£	£	
Medway Register Office			
ALL CEREMONIES - APPROVED PREMISES			
Booking Deposit (additional to Ceremony Fee - non refundable)	50.00	50.00	0.00%
Cancellation fee	50.00	50.00	0.00%
Monday to Friday	425.00	430.00	1.18%
Saturday	495.00	500.00	1.01%
Sunday and Bank Holidays	565.00	570.00	0.88%
ALL CEREMONIES Corn Exchange/Guildhall			
Venues annexed to the Register Office, for up to 60 Guests.			
(Larger parties subject to negotiation in context)			
Booking Deposit (additional to Ceremony Fee - non refundable)	20.00	20.00	0.00%
Cancellation fee	50.00	50.00	0.00%
Monday to Friday	190.00	195.00	2.63%
Saturday	235.00	240.00	2.13%
Sunday and Bank Holidays	280.00	285.00	1.79%
Handling Fees for bookings on behalf of other premises			
Personal Citizenship Ceremonies	125.00	130.00	4.00%
Initial licensing/Renewal of a venue	1800.00	1800.00	0.00%
Request for review	450.00	450.00	0.00%
Sale of Products/Additional Services			
Priority Certificate Production	10.00	10.00	0.00%
Postage 1st	1.00	1.00	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

Community Interpreting Service (CIS)

Translation Charges

*Translation can be delivered electronically, by fax or as a hard copy.
All prices are excluding VAT*

Fee 2014/15	Fee 2015/16
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Language	All Documents		All Documents		Increase in Rate / 1,000 words %	Increase in Minimum 200 words %
	Rate/ 1000 words	Minimum 200 words	Rate/ 1000 words	Minimum 200 words		
	£	£	£	£		
Albanian	142.00	41.00	142.00	41.00	0.0%	0.0%
Arabic	160.00	46.00	160.00	46.00	0.0%	0.0%
Bengali	160.00	36.00	160.00	36.00	0.0%	0.0%
Bosnian/Serbo-Croat	160.00	52.00	160.00	52.00	0.0%	0.0%
Chinese	160.00	41.00	160.00	41.00	0.0%	0.0%
Czech	160.00	52.00	160.00	52.00	0.0%	0.0%
Danish	178.00	52.00	178.00	52.00	0.0%	0.0%
Dutch	178.00	POA	178.00	POA	0.0%	0.0%
Farsi/Persian	160.00	46.00	160.00	46.00	0.0%	0.0%
French	142.00	36.00	142.00	36.00	0.0%	0.0%
German	142.00	36.00	142.00	36.00	0.0%	0.0%
Greek	160.00	36.00	160.00	36.00	0.0%	0.0%
Gujarati	160.00	36.00	160.00	36.00	0.0%	0.0%
Hindi	160.00	36.00	160.00	36.00	0.0%	0.0%
Hungarian	160.00	POA	160.00	POA	0.0%	0.0%
Italian	142.00	36.00	142.00	36.00	0.0%	0.0%
Japanese	178.00	62.00	178.00	62.00	0.0%	0.0%
Kurdish Kurmanji	178.00	57.00	178.00	57.00	0.0%	0.0%
Kurdish Sorani	178.00	57.00	178.00	57.00	0.0%	0.0%
Latvian	160.00	52.00	160.00	52.00	0.0%	0.0%

Community Interpreting Service (CIS)

Fee 2014/15	Fee 2015/16
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Language	All Documents		All Documents		Increase in Rate / 1,000 words %	Increase in Minimum 200 words %
	Rate/ 1000 words £	Minimum 200 words £	Rate/ 1000 words £	Minimum 200 words £		
Lithuanian	160.00	52.00	160.00	52.00	0.0%	0.0%
Nepalese	178.00	57.00	178.00	57.00	0.0%	0.0%
Polish	142.00	36.00	142.00	36.00	0.0%	0.0%
Punjabi	160.00	36.00	160.00	36.00	0.0%	0.0%
Portuguese	142.00	46.00	142.00	46.00	0.0%	0.0%
Pashto	160.00	41.00	160.00	41.00	0.0%	0.0%
Romanian	160.00	52.00	160.00	52.00	0.0%	0.0%
Russian	142.00	41.00	142.00	41.00	0.0%	0.0%
Slovak	160.00	46.00	160.00	46.00	0.0%	0.0%
Somali	142.00	41.00	142.00	41.00	0.0%	0.0%
Spanish	160.00	52.00	160.00	52.00	0.0%	0.0%
Swahili	160.00	52.00	160.00	52.00	0.0%	0.0%
Tamil	160.00	41.00	160.00	41.00	0.0%	0.0%
Thai	178.00	41.00	178.00	41.00	0.0%	0.0%
Turkish	142.00	36.00	142.00	36.00	0.0%	0.0%
Ukrainian	160.00	41.00	160.00	41.00	0.0%	0.0%
Vietnamese	142.00	36.00	142.00	36.00	0.0%	0.0%
Urdu	160.00	36.00	160.00	36.00	0.0%	0.0%

Other languages available on request

Community Interpreting Service (CIS)

Face to Face Interpreting Charges

Charges are made for a minimum of 30 minutes and then at increments of 15 minutes for interpreting

	Fee 2014/15				Fee 2015/16			
	Travel Time Per Hour £	Interpreting Per Hour £	Mileage Per Mile £	Parking Fees £	Travel time £	Interpreting £	Mileage Per Mile £	Parking Fees £
Mon-Fri 8am-8pm	32.00	35.00	0.40	As incurred	22.00	29.00	0.40	As incurred
Mon-Fri 8pm-8am	32.00	42.00	0.40	As incurred	22.00	43.50	0.40	As incurred
Saturdays	32.00	42.00	0.40	As incurred	22.00	43.50	0.40	As incurred
Sundays & Bank Holidays	32.00	49.00	0.40	As incurred	22.00	58.00	0.40	As incurred
Legal Aid prescribed rates	18.66	28.00	0.40	As incurred	18.66	28.00	0.40	As incurred

Telephone Interpreting Charges

Charges are made for a minimum of 15 minutes and then at increments of 15 minutes thereafter plus utility charge if applicable*

	Fee 2014/15				Fee 2015/16			
	First 15 Minutes £	Every 15 Minutes Thereafter £	Utility Charge - Landline Per Minute £	Utility Charge - Mobile Per Minute £	First 15 Minutes £	Every 15 minutes Thereafter £	Utility Charge - Landline Per Minute £	Utility Charge - Mobile Per Minute £
Mon-Fri 8am-8pm	14.00	8.50	0.10	0.30	14.00	8.50	0.10	0.30
Mon-Fri 8pm-8am	21.00	10.25	0.10	0.30	21.00	10.25	0.10	0.30
Saturdays	21.00	10.25	0.10	0.30	21.00	10.25	0.10	0.30
Sundays & Bank Holidays	28.00	12.00	0.10	0.30	28.00	12.00	0.10	0.30

**applies only to calls made by interpreters for the actual duration of telephone interpreting at £0.10/minute for land lines and £0.30 or higher/minute for mobiles.*

Community Interpreting Service (CIS)

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Cancellation Charges

Face to face Interpreting - minimum of 30 mins, maximum of 1 hour - per hour
Telephone interpreting - minimum of 30 mins - per hour
Travel - per hour
Mileage - per mile
Expenses

Fee 2015/16	
Cancelled Within 24 Hours	Did Not Proceed as booked
£	£
29.00	29.00
14.00	14.00
0.00	22.00
0.00	0.40
0.00	As incurred

New charge
New charge
New charge
New charge
New charge

BUSINESS SUPPORT DEPARTMENT (BSD)

	Fee 2014/15 £	Fee 2015/16 £	Increase %
(All charges include VAT where applicable. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
LOCAL LAND CHARGES			
LLC1 only	25.00	25.00	0.00%
Additional parcel of land	20.00	20.00	0.00%
Standard search including LLC1 fee	75.00	75.00	0.00%
Additional parcel of land	35.00	35.00	0.00%
Part II printed enquiry - Con29O Questions 4 & 7-21	10.00	10.00	0.00%
Part II printed enquiry - Con29O Questions 5 & 22	15.00	15.00	0.00%
Admin. fee for additional enquiries	10.00	10.00	0.00%
<i>Commercial requests e.g shopping centre or new development officially named & numbered - fee on request, but maximum of:</i>	2,500.00	2,500.00	0.00%
Expedited Service for Standard search - returned electronically within 1 working day	15.00	15.00	0.00%
Updated service for Full search - first 3 months free	0.00	0.00	0.00%
Updated service for Full search - fee imposed for 3-6 months	40.00	40.00	0.00%
Inspection of LLC Register under EIR	0.00	0.00	0.00%
Enhanced personal search service for the LLC Register	11.00	11.00	0.00%
Additional parcel of land	2.50	2.50	0.00%
Enhanced component data service - Con29R Questions 1.1a-e; 1.2 - 3.7 & 3.9 - 3.13	2.50	2.50	0.00%
Enhanced component data service - Con29R Questions 1.1f-h & 3.8	3.00	3.00	0.00%
Fees in respect of proposed revisions to Con29 (awaiting implementation date)			
Part II printed enquiry - Con29O Questions 4 to 22		10.00	
Part II printed enquiry - Con29O Question 23 (Common Land and Village Greens)		15.00	
Enhanced component data service - Con29 Questions 1.1(Planning); 1.2; 2.1; 3.1 to 3.7 and 3.9 to 3.15		2.50	
Enhanced component data service - Con29 Questions 1.1(Building Control); 2.2-2.5 (Public Rights of Way) and 3.8 (Building Regulations)		3.00	
Registration of a charge in Part 11 of the register		70.00	
Filing a definitive certificate of the Lands Tribunal under rule 10(3)	10.00	15.00	50.00%
Filing a judgement, order or application for the variation or cancellation of an entry in Part 11 of the register	20.00	20.00	0.00%
Inspection of documents filed under rule 10 in respect of each parcel of land	5.00	5.00	0.00%
Official search (including issue of official certificate of search): -			
a) in any one part of the register	5.00	5.00	0.00%
b) in the whole of the register			
(i) where the request is made by electronic means in accordance with rule 16	25.00	25.00	0.00%
(ii) in any other case	25.00	25.00	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

	Fee 2014/15 £	Fee 2015/16 £	Increase %
(All charges include VAT where applicable. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
And in addition, in respect of each parcel of land above one, where under rule 11(3) more than one parcel is included in the same requisition (where the requisition is for a search in the whole or in any part of the register), subject to a maximum of £240	20.00	20.00	0.00%
Office copy of an entry in the register (not including a copy or extract of any plan or document filed pursuant to these Rules)	2.50	2.50	0.00%
Office copy of any plan or other documents filed pursuant to the Rules	2.50	2.50	0.00%

Provision under, or for the purposes of which, the application is made in respect of Commons & Village Greens

Regulation 44 - declaration of entitlement to exercise a right of common		25.00	
Section 6 of the 2006 Act - creation of a right of common resulting in the registration of new common land			no fee
Section 6 of the 2006 Act - creation of a right of common over existing common land		100.00	
Section 7 of the 2006 Act - variation of a right of common		100.00	
Section 8 of the 2006 Act - apportionment of a right of common		100.00	
Section 10 of the 2006 Act - attachment of a right of common			No fee
Section 11 of the 2006 Act - re-allocation of attached rights		100.00	
Section 12 of the 2006 Act - transfer of a right in gross		40.00	
Section 13 of the 2006 Act - surrender or extinguishment of a right of common		80.00	
Schedule 4, paragraph 8 - statutory disposition pursuant to s.14 of the 2006 Act (including the exchange of land for land subject to a statutory disposition)		150.00	
Section 15A of the 2006 Act; s.15 Growth and Infrastructure Act 2013 - landowner statement		250.00	
s.31(6) Highways Act 1980 - joint landowner statements and declarations		350.00	
Section 15(1) of the 2006 Act - registration of a new town or village green, other than by the owner			No fee
Section 15(8) of the 2006 Act - registration of a new town or village green			No fee
Section 19 of the 2006 Act - correction, for the purpose of section 19(2)(a), of a mistake made by registration authority			No fee
Section 19 of the 2006 Act - correction, for a purpose described in section 19(2)(b), (c) or (e)		100.00	
Section 19 of the 2006 Act - correction, for a purpose described in section 19(2)(d) (Per register unit)		15.00	
Schedule 1, paragraph 1(6)(b), to the 2006 Act - severance by transfer to public bodies		80.00	
Schedule 1, paragraph 3(7)(b), to the 2006 Act - severance authorised by order		80.00	
Schedule 2, paragraph 2 or 3, to the 2006 Act - non-registration of common land or town or village green			No fee

BUSINESS SUPPORT DEPARTMENT (BSD)

	Fee 2014/15 £	Fee 2015/16 £	Increase %
(All charges include VAT where applicable. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
Schedule 2, paragraph 4, to the 2006 Act - waste land of a manor not registered as common land		No fee	
Schedule 2, paragraph 5, to the 2006 Act - town or village green wrongly registered as common land		No fee	
Schedule 2, paragraphs 6 - 9, to the 2006 Act - deregistration of certain land registered as common land or as a town or village green		750.00	
Schedule 3, paragraph 2 to the 2006 Act: application made during the transitional application period - for any purpose listed		No fee	
Schedule 3, paragraph 2 or 4, to the 2006 Act: application made after the end of the transitional application period - creation of a right of common		190.00	
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period - surrender or extinguishment of a right of common		100.00	
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period - variation of a right		180.00	
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period apportionment of a right of common (to facilitate any other		160.00	
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period - severance of a right of common		100.00	
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period - transfer of a right in gross		100.00	
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period - statutory disposition (including the exchange of land for land subject to a statutory disposition)		180.00	

LICENSING

Sex Shop & Sex Cinema

- New	4,300.00	4,300.00	0.00%
- Renewal and transfer	2,700.00	2,700.00	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

	Fee 2014/15 £	Fee 2015/16 £	Increase %
(All charges include VAT where applicable. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
<i>Sexual Entertainment Venues</i>			
- New	4,300.00	4,300.00	0.00%
- Renewal (dealt with in the same way as new application)	4,300.00	4,300.00	0.00%
<i>Street Trading</i>			
Street Trading Consent	280.00	280.00	0.00%
Street Trading Consent – Festivals (per day)	50.00	50.00	0.00%
<i>Scrap Metal</i>			
Three year site licence	350.00	350.00	0.00%
Three year collectors licence	175.00	175.00	0.00%
Variation of licence	75.00	75.00	0.00%
Copy of licence (if lost or stolen)	25.00	25.00	0.00%
<i>Hackney Carriage and Private Hire Fees</i>			
Vehicle Licence Fees (press notice needed)			
- Vehicles under 3 years old	80.00	80.00	0.00%
- Vehicles 3 – 5 years old	130.00	130.00	0.00%
- Vehicles over 5 years old	140.00	140.00	0.00%
Drivers Licence (3 year)	160.00	160.00	0.00%
Knowledge Test	65.00	65.00	0.00%
Operators Fees (press notice needed)			
Operators Licence A (1-6 vehicles) - annual fee	90.00	90.00	0.00%
Operators Licence B (7-12 vehicles) - annual fee	200.00	200.00	0.00%
Operators Licence C (over 12 vehicles) - annual fee	315.00	315.00	0.00%
Plate Replacements	25.00	25.00	0.00%
Transfer of Ownership	25.00	25.00	0.00%
Driver licence badge replacement	5.00	5.00	0.00%
Application Fee	25.00	25.00	0.00%
Duplicate Licence Fee	10.50	10.50	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

Fee 2014/15 £	Fee 2015/16 £	Increase %
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(All charges include VAT where applicable. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)

Licensing Act 2003 Fees and Charges (Set by Government)

Premises License, Club Premises Certificate, Variation and Conversion Fees

New premises fees structure is based on NNDR values

New Applications for premises licence, Club premises certificate, Variation (not changes of name and address etc. or change of designated premises supervisor), including grandfather conversion and variations in transition period.

BAND A £0 - £4,300	100.00	100.00	0.00%
BAND B £4,301 - £33,000	190.00	190.00	0.00%
BAND C £33,001 - £87,000	315.00	315.00	0.00%
BAND D £87,001 - £125,000	450.00	450.00	0.00%
BAND E £125,001 and over	635.00	635.00	0.00%

Fee per band annual charge for premises licences and club premises certificates

BAND A £0 - £4,300	70.00	70.00	0.00%
BAND B £4,301 - £33,000	180.00	180.00	0.00%
BAND C £33,001 - £87,000	295.00	295.00	0.00%
BAND D £87,001 - £125,000	320.00	320.00	0.00%
BAND E £125,001 and over	350.00	350.00	0.00%

Additional Fee for exceptionally large scale events requiring premises licenses, based on occupancy.

Number of Occupants

5,000 - 9,999	1,000.00	1,000.00	0.00%
10,000 - 14,999	2,000.00	2,000.00	0.00%
15,000 - 19,999	4,000.00	4,000.00	0.00%
20,000 - 29,999	8,000.00	8,000.00	0.00%
30,000 - 39,999	16,000.00	16,000.00	0.00%
40,000 - 49,999	24,000.00	24,000.00	0.00%
50,000 - 59,999	32,000.00	32,000.00	0.00%
60,000 - 69,999	40,000.00	40,000.00	0.00%
70,000 - 79,999	48,000.00	48,000.00	0.00%
80,000 - 89,999	56,000.00	56,000.00	0.00%
90,000 and over	64,000.00	64,000.00	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

	Fee 2014/15 £	Fee 2015/16 £	Increase %
(All charges include VAT where applicable. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
Licensing Act 2003 Fees and Charges (Set by Government)			
(cont)			
Additional Annual Fee for exceptionally large scale events requiring premises licenses, based on occupancy.			
Number of Occupants			
5,000 - 9,999	500.00	500.00	0.00%
10,000 - 14,999	1,000.00	1,000.00	0.00%
15,000 - 19,999	2,000.00	2,000.00	0.00%
20,000 - 29,999	4,000.00	4,000.00	0.00%
30,000 - 39,999	8,000.00	8,000.00	0.00%
40,000 - 49,999	12,000.00	12,000.00	0.00%
50,000 - 59,999	16,000.00	16,000.00	0.00%
60,000 - 69,999	20,000.00	20,000.00	0.00%
70,000 - 79,999	24,000.00	24,000.00	0.00%
80,000 - 89,999	28,000.00	28,000.00	0.00%
90,000 and over	32,000.00	32,000.00	0.00%
Minor Variation Application - Premises Licence	89.00	89.00	0.00%
Personal Licences			
Personal fee	37.00	37.00	0.00%
Miscellaneous Licence Fees and Charges			
Application for copy of licence or summary on theft, loss etc. of premises licence or summary	10.50	10.50	0.00%
Notification of change of name or address (holder of premise licence)	10.50	10.50	0.00%
Application to vary /specify individual as premises supervisor	23.00	23.00	0.00%
Application to transfer premises licence	23.00	23.00	0.00%
Interim authority notice	23.00	23.00	0.00%
Application for making a provisional statement	315.00	315.00	0.00%
Application for copy of certificate or summary on theft, loss etc. of certificate or summary	10.50	10.50	0.00%
Notification of change of name or alteration of club rules	10.50	10.50	0.00%
Change of relevant registered address of club	10.50	10.50	0.00%
Temporary event notice	21.00	21.00	0.00%
Application for copy of notice on theft, loss etc. of temporary event notice	10.50	10.50	0.00%
Application for copy of licence on theft, loss etc. of personal	10.50	10.50	0.00%
Notification of change of name or address (personal licence)	10.50	10.50	0.00%
Notice of interest in any premises	21.00	21.00	0.00%
Right of freeholder etc. to be notified of licensing matters	21.00	21.00	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

Fee 2014/15 £	Fee 2015/16 £	Increase %
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(All charges include VAT where applicable. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)

Amusement with Prize Machines**GAMBLING ACT 2005**

Premises Licence (Maximum Fee set by Government - local authorities have discretion to set fees based on cost)

Variation Applications

Betting (Track)	975.00	975.00	0.00%
Betting (Other)	1,230.00	1,230.00	0.00%
Family Entertainment Centre	925.00	925.00	0.00%
Adult Gaming Centre	925.00	925.00	0.00%
Bingo	1,550.00	1,550.00	0.00%

Non Conversion Applications (New Premises) and Provisional Applications (New)

Betting (Track)	1,800.00	1,800.00	0.00%
Betting (Other)	2,550.00	2,550.00	0.00%
Family Entertainment Centre	1,550.00	1,550.00	0.00%
Adult Gaming Centre	1,550.00	1,550.00	0.00%
Bingo	3,050.00	3,050.00	0.00%

Non-Conversion Fee in respect of Provisional Statement Premises

Betting (Track)	950.00	950.00	0.00%
Betting (Other)	1,200.00	1,200.00	0.00%
Family Entertainment Centre	925.00	925.00	0.00%
Adult Gaming Centre	925.00	925.00	0.00%
Bingo	925.00	925.00	0.00%
Copy of a Licence (Government maximum fee)	25.00	25.00	0.00%
Change of Circumstances (Government maximum fee)	50.00	50.00	0.00%

Transfer/Reinstatement of Licence

Betting (Track)	925.00	925.00	0.00%
Betting (Other)	925.00	925.00	0.00%
Family Entertainment Centre	585.00	585.00	0.00%
Adult Gaming Centre	870.00	870.00	0.00%
Bingo	870.00	870.00	0.00%

Annual Fee

Betting (Track)	975.00	975.00	0.00%
Betting (Other)	450.00	450.00	0.00%
Family Entertainment Centre	585.00	585.00	0.00%
Adult Gaming Centre	925.00	925.00	0.00%
Bingo	925.00	925.00	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

	Fee 2014/15 £	Fee 2015/16 £	Increase %
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(All charges include VAT where applicable. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)

PERMITS (Set by Government - No discretion for local authorities)***Licensed Premises Gaming Machine Permit***

Grant	150.00	150.00	0.00%
Existing operator grant	100.00	100.00	0.00%
Variation	100.00	100.00	0.00%
Transfer	25.00	25.00	0.00%
Annual Fee	50.00	50.00	0.00%
Change of Name	25.00	25.00	0.00%
Copy of Permit	15.00	15.00	0.00%

Licensed Premises Automatic Notification Process (2 or less gaming machines)

On notification	50.00	50.00	0.00%
Copy of notification	10.50	10.50	0.00%

Club Gaming Permits

Grant	200.00	200.00	0.00%
Grant (Club Premises Certificate holder)	100.00	100.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Variation	100.00	100.00	0.00%
Renewal	200.00	200.00	0.00%
Renewal (Club Premises Certificate holder)	100.00	100.00	0.00%
Annual Fee	50.00	50.00	0.00%
Copy of Permit	15.00	15.00	0.00%

Club Machine Permits

Grant	200.00	200.00	0.00%
Grant (Club Premises Certificate holder)	100.00	100.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Variation	100.00	100.00	0.00%
Renewal	200.00	200.00	0.00%
Renewal (Club Premises Certificate holder)	100.00	100.00	0.00%
Annual Fee	50.00	50.00	0.00%
Copy of Permit	15.00	15.00	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

	Fee 2014/15 £	Fee 2015/16 £	Increase %
<i>(All charges include VAT where applicable. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)</i>			
Family Entertainment Centre Gaming Machine Permits			
Grant	300.00	300.00	0.00%
Renewal	300.00	300.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Change of Name	25.00	25.00	0.00%
Copy of Permit	15.00	15.00	0.00%
Prize Gaming Permits			
Grant	300.00	300.00	0.00%
Renewal	300.00	300.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Change of Name	25.00	25.00	0.00%
Copy of Permit	15.00	15.00	0.00%
Small Lottery Registration			
Grant	40.00	40.00	0.00%
Annual Fee	20.00	20.00	0.00%

ST GEORGE'S CENTRE HALL HIRE RATES*(Bank Holidays, New Years Eve and Christmas On Application)***Monday - Thursday**

Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	273.00	280.00	2.56%
- All Others	335.00	343.00	2.39%
Full Day 9am - 5pm			
- Charity/Community Groups	505.00	518.00	2.57%
- All Others	628.00	644.00	2.55%
Evening 6pm - 12 midnight			
- Charity/Community Groups	355.00	364.00	2.54%
- All Others	448.00	459.00	2.46%

Friday, Saturday or Sunday

Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	273.00	280.00	2.56%
- All Others	335.00	343.00	2.39%
Full Day 9am - 5pm			
- Charity/Community Groups	505.00	518.00	2.57%
- All Others	628.00	644.00	2.55%
Evening 6pm - 12 midnight			
- Charity/Community Groups	541.00	555.00	2.59%
- All Others	680.00	697.00	2.50%

BUSINESS SUPPORT DEPARTMENT (BSD)

	Fee 2014/15 £	Fee 2015/16 £	Increase %
(All charges include VAT where applicable. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
Audio Visual Equipment			
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	93.00	95.00	2.15%
- All Others	113.00	116.00	2.65%
Full Day 9am - 5pm			
- Charity/Community Groups	165.00	169.00	2.42%
- All Others	201.00	206.00	2.49%
Evening 6pm - 12 midnight			
- Charity/Community Groups	139.00	142.00	2.16%
- All Others	175.00	179.00	2.29%
Use of Catering Kitchen			
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	36.00	37.00	2.78%
- All Others	46.00	47.00	2.17%
Full Day 9am - 5pm			
- Charity/Community Groups	67.00	69.00	2.99%
- All Others	82.00	84.00	2.44%
Evening 6pm - 12 midnight			
- Charity/Community Groups	88.00	90.00	2.27%
- All Others	108.00	111.00	2.78%

BUSINESS SUPPORT DEPARTMENT (BSD)

Medway Adult and Community Learning

Academic Year Charges (from 1 August 2015)

	Full Fee incl Reg fee 2014/15 £	Concessionary Fee (70%) incl Reg fee 2014/15 £	Full Fee incl Reg fee 2015/16 £	Concessionary Fee (70%) incl Reg fee 2015/16 £	Increase %	Increase %
Registration fee - applies to all courses						
Registration fee (charge varies according to length of course):						
1-9 hours	5.00	not applicable	5.10	not applicable	2.00%	not applicable
10-19 hours	7.00	not applicable	7.20	not applicable	2.86%	not applicable
20+ hours	9.00	not applicable	9.20	not applicable	2.22%	not applicable
Adult Skills Courses - tuition fees only						
Academic Year £ (per hour):	2.95	2.07	3.02	2.12	2.37%	2.42%
Community Learning Courses - tuition fees only						
Academic Year £ (per hour):	3.09	2.16	3.17	2.21	2.59%	2.31%
Commercial rate courses (non-SFA funded)						
Academic Year £ (per hour):	3.64	not applicable	7.00	not applicable	92.31%	not applicable

Additional charges - will be levied on individual courses to reflect costs of materials, examination fees and venue hire for external venues.
Please refer to the directory of adult learning courses for the definitive price for particular courses.

BUSINESS SUPPORT DEPARTMENT (BSD)

	Fee 2014/15 £	Fee 2015/16 £	Increase %
SALE OF AGENDAS			
Annual charge per committee	77.10	79.00	2.46%
PHOTOCOPYING CHARGE			
Admin charge	2.10	2.15	2.50%
Each copy up to 20 copies	0.11	0.12	2.50%
Minimum charge (admin plus one copy)	2.21	2.27	2.50%
Each copy over 20	0.10	0.11	2.50%
REGISTER OF ELECTORS (Statutory)			
Full Register (restricted sales to credit agencies only) as at 1 December			
Full register - paper format	2014/15 fees	2015/16 fees	
Full register - data format	will be subject to the 2014 published Register	will be subject to the 2015 published Register	
Edited register - paper format			
Edited register - data format			
Postage & packing	23.20	23.80	2.59%
Street Index	12.70	13.00	2.36%
Sale of Medway ward map	12.70	13.00	2.36%
Letter of confirmation on Register of Electors	6.30	6.50	3.17%

CHILDREN AND ADULTS DIRECTORATE

	Fee 2014/15	Proposed Fee 2015/16	Increase
	£	£	%
<u>SOCIAL CARE</u>			
<u>Meals Delivery Service</u>			
NB: Income collected directly by supplier who bills for a net amount			
<u>Client Financial Affairs - Charge for Service</u>			
Service user savings			
Under £500	No charge	No Charge	
£500 - £2,999.99	£5 per week	£50 per year	
£3,000 - £9,999	£5 per week	£5 per week (£260 per year)	
£10,000 - £15,999	3% annual charge	3% of assets held - annual charge	
£16,000 and over	£585 annual charge	Equal to Court Of Protection Category II b fee (Currently £585)	
	300.00	325.00	8.33%
<u>Estate Management Work</u>			
Work done on behalf of estate after CFA client passes away			

CHILDREN AND ADULTS DIRECTORATE

	Fee 2014/15	Proposed Fee 2015/16	Increase
	£	£	%
<u>Parklands</u>			
After School Club (per child per session)	8.00	9.00	12.50%
Half Term (per child per session)	16.00	17.00	6.25%
Easter and Summer Play Schemes (per child per session)	16.00	17.00	6.25%
Saturday Club (per child per session)	16.00	17.00	6.25%
<u>Fostering</u>			
Independent Fostering Agencies/Other Local Authorities foster carer check	50.00	51.25	2.50%
<u>HOME TO SCHOOL/COLLEGE TRANSPORT</u>			
Vacant Seats Payment	570.00	585.00	2.63%

Appendix 1
PWLB rates and forecast shown below have taken into account the 20 basis point certainty rate reduction effective as of the 1st November 2012.

Capita Asset Services Interest Rate View														
	Dec-14	Mar-15	Jun-15	Sep-15	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17	Dec-17	Mar-18
Bank Rate View	0.50%	0.50%	0.75%	0.75%	1.00%	1.00%	1.25%	1.25%	1.50%	1.50%	1.75%	2.00%	2.25%	2.50%
3 Month LIBID	0.50%	0.60%	0.80%	0.90%	1.10%	1.30%	1.40%	1.60%	1.90%	2.10%	2.10%	2.30%	2.40%	2.60%
6 Month LIBID	0.70%	0.80%	1.00%	1.10%	1.20%	1.40%	1.50%	1.80%	2.00%	2.20%	2.30%	2.50%	2.70%	2.80%
12 Month LIBID	0.90%	1.00%	1.20%	1.30%	1.40%	1.70%	1.80%	2.10%	2.20%	2.30%	2.40%	2.60%	2.80%	3.00%
5yr PWLB Rate	2.50%	2.70%	2.70%	2.80%	2.90%	3.00%	3.10%	3.20%	3.30%	3.40%	3.50%	3.50%	3.50%	3.50%
10yr PWLB Rate	3.20%	3.40%	3.50%	3.60%	3.70%	3.80%	3.90%	4.00%	4.10%	4.10%	4.20%	4.20%	4.30%	4.30%
25yr PWLB Rate	3.90%	4.00%	4.10%	4.30%	4.40%	4.50%	4.60%	4.70%	4.70%	4.80%	4.80%	4.90%	4.90%	5.00%
50yr PWLB Rate	3.90%	4.00%	4.10%	4.30%	4.40%	4.50%	4.60%	4.70%	4.70%	4.80%	4.80%	4.90%	4.90%	5.00%
Bank Rate														
Capita Asset Services	0.50%	0.50%	0.75%	0.75%	1.00%	1.00%	1.25%	1.25%	1.50%	1.50%	1.75%	2.25%	2.25%	2.50%
Capital Economics	0.50%	0.50%	0.75%	0.75%	1.00%	1.00%	1.25%	1.25%	1.50%	-	-	-	-	-
5yr PWLB Rate														
Capita Asset Services	2.50%	2.70%	2.70%	2.80%	2.90%	3.00%	3.10%	3.20%	3.30%	3.40%	3.50%	3.60%	3.60%	3.70%
Capital Economics	2.60%	3.00%	3.30%	3.40%	3.50%	3.60%	3.70%	3.80%	3.90%	-	-	-	-	-
10yr PWLB Rate														
Capita Asset Services	3.20%	3.40%	3.50%	3.60%	3.70%	3.80%	3.90%	4.00%	4.10%	4.10%	4.20%	4.40%	4.40%	4.40%
Capital Economics	3.30%	3.50%	3.70%	3.85%	4.05%	4.15%	4.20%	4.25%	4.30%	-	-	-	-	-
25yr PWLB Rate														
Capita Asset Services	3.90%	4.00%	4.10%	4.30%	4.40%	4.50%	4.60%	4.70%	4.70%	4.80%	4.80%	5.00%	5.00%	5.00%
Capital Economics	3.85%	4.05%	4.15%	4.25%	4.35%	4.40%	4.50%	4.55%	4.60%	-	-	-	-	-
50yr PWLB Rate														
Capita Asset Services	3.90%	4.00%	4.10%	4.30%	4.40%	4.50%	4.60%	4.70%	4.70%	4.80%	4.80%	5.00%	5.00%	5.00%
Capital Economics	3.90%	4.10%	4.20%	4.30%	4.40%	4.50%	4.60%	4.70%	4.80%	-	-	-	-	-

Minimum Revenue Provision Policy Statement 2015/16

The Council implemented the new Minimum Revenue Provision (MRP) guidance in 2007/2008, and assessed MRP for 2007/2008 onwards in accordance with the main recommendations contained within the guidance issued by the Secretary of State under section 21(1A) of the Local Government Act 2003.

In setting the Minimum Revenue Provision Policy, Medway Council has regard to the guidance and will set a policy to ensure a prudent provision for the repayment of debt.

The major proportion of the MRP for 2015/16 will relate to the more historic debt liability that will continue to be charged at the rate of 4%, in accordance with option 1 of the guidance.

Certain expenditure reflected within the debt liability at 31 March 2015 will, under delegated powers be subject to MRP under option 3, which will be charged over a period which is reasonably commensurate with the estimated useful life applicable to the nature of expenditure, using the equal annual instalment method (or annuity method if appropriate). For example, capital expenditure on a new building, or on the refurbishment or enhancement of a building, will be related to the estimated life of that building.

The Council will treat all expenditures as not ranking for MRP until the year after the scheme or asset to which they relate is completed and/or brought into use, rather than confine this approach solely to expenditures treated for MRP purposes under Option 3

Estimated life periods will be determined under delegated powers. To the extent that expenditure is not on the creation of an asset and is of a type that is subject to estimated life periods that are referred to in the guidance, these periods will generally be adopted by the Council. However, the Council reserves the right to determine useful life periods and prudent MRP in exceptional circumstances where the recommendations of the guidance would not be appropriate.

As some types of capital expenditure incurred by the Council are not capable of being related to an individual asset, asset lives will be assessed on a basis which most reasonably reflects the anticipated period of benefit that arises from the expenditure. Also, whatever type of expenditure is involved, it will be grouped together in a manner which reflects the nature of the main component of expenditure and will only be divided up in cases where there are two or more major components with substantially different useful economic lives.

In the case of long term debtors arising from loans or other types of capital expenditure made by the Council which will be repaid under separate arrangements (such as long term investments), or where borrowing has occurred but will be repaid by future Capital Receipts or agreed income from other source, there will be no Minimum Revenue Provision made.

There is no requirement on the HRA to make a minimum revenue provision

Prudential and Treasury Indicators

TABLE 3: Prudential indicators	2015/16	2016/17	2017/18
Extract from budget and rent setting reports	estimate	estimate	estimate
	£'000	£'000	£'000
Capital Expenditure			
Non - HRA	22,966	3336	1643
HRA	8071	7935	4464
TOTAL	31,037	13,168	25,717
Ratio of financing costs to net revenue stream			
Non - HRA	2.92%	3.06%	3.09%
HRA (applies only to housing authorities)	17.66%	18.38%	18.59%
Gross borrowing requirement			
brought forward 1 April	164,103	168,103	168,103
carried forward 31 March	168,103	168,103	168,103
in year borrowing requirement	4,000	0	0
In year Capital Financing Requirement			
Non - HRA	-9,873	-2,360	-1,590
HRA (applies only to housing authorities)	3,014	2,395	-899
TOTAL	-6,859	35	-2,489
Capital Financing Requirement as at 31 March			
Non - HRA	199,484	197,124	195,533
HRA (applies only to housing authorities)	42,530	44,926	44,027
TOTAL	242,014	242,049	239,560
Incremental impact of capital investment decisions	£ p	£ p	
Increase in Council Tax (band D) per annum *	£0.82	-£4.98	-£0.51
Increase in average housing rent per week (housing authorities only)	£0.11	£1.48	£0.82

* or increase in precept for police, fire and other authorities

TABLE 4: Treasury management indicators	2015/16	2016/17	2017/18
	estimate	estimate	estimate
	£'000	£'000	£'000
Authorised Limit for external debt -			
borrowing	420,285	418,561	414,131
other long term liabilities	4,400	4,400	4,400
TOTAL	424,685	422,961	418,531
Operational Boundary for external debt -			
borrowing	382,077	380,510	376,482
other long term liabilities	4,000	4,000	4,000
TOTAL	386,077	384,510	380,482
Actual external debt	168,103	168,103	168,103
HRA Maximum CFR Debt Limit	45,846	45,846	45,846
Upper limit for fixed interest rate exposure			
Net principal re fixed rate borrowing / investments	100%	100%	100%
Upper limit for variable rate exposure			
Net principal re variable rate borrowing / investments	40%	40%	40%
Upper limit for total principal sums invested for over 364 days (per maturity date)	150,000	150,000	150,000

TABLE 5: Maturity structure of new fixed rate borrowing during 2014/15	Actual 2014/15	Upper Limit	Lower Limit
under 12 months	25%	75%	0%
12 months and within 24 months	13%	50%	0%
24 months and within 5 years	25%	50%	0%
5 years and within 10 years	9%	50%	0%
10 years and above	28%	100%	0%

Economic Background

UK

Strong UK GDP quarterly **growth** of 0.7%, 0.8% and 0.7% in quarters 2, 3 and 4 respectively in 2013, (2013 annual rate 2.7%), and 0.7% in Q1, 0.9% in Q2 and a first estimate of 0.7% in Q3 2014 (annual rate 3.1% in Q3), means that the UK will have the strongest rate of growth of any G7 country in 2014. It also appears very likely that strong growth will continue through the second half of 2014 and into 2015 as forward surveys for the services and construction sectors are very encouraging and business investment is also strongly recovering. The manufacturing sector has also been encouraging though recent figures indicate a weakening in the future trend rate of growth. However, for this recovery to become more balanced and sustainable in the longer term, the recovery needs to move away from dependence on consumer expenditure and the housing market to exporting, and particularly of manufactured goods, both of which need to substantially improve on their recent lacklustre performance.

This overall strong growth has resulted in **unemployment** falling much faster through the initial threshold of 7%, set by the **Monetary Policy Committee (MPC)** last August, before it said it would consider any increases in Bank Rate. The MPC has, therefore, subsequently broadened its forward guidance by adopting five qualitative principles and looking at a much wider range of about eighteen indicators in order to form a view on how much slack there is in the economy and how quickly slack is being used up. The MPC is particularly concerned that the current squeeze on the disposable incomes of consumers should be reversed by wage inflation rising back above the level of inflation in order to ensure that the recovery will be sustainable. There also needs to be a major improvement in labour productivity, which has languished at dismal levels since 2008, to support increases in pay rates. Most economic forecasters are expecting growth to peak in 2014 and then to ease off a little, though still remaining strong, in 2015 and 2016. Unemployment is therefore expected to keep on its downward trend and this is likely to eventually feed through into a return to significant increases in pay rates at some point during the next three years. However, just how much those future increases in pay rates will counteract the depressive effect of increases in Bank Rate on consumer confidence, the rate of growth in consumer expenditure and the buoyancy of the housing market, are areas that will need to be kept under regular review.

Also encouraging has been the sharp fall in **inflation** (CPI) during 2014 after being consistently above the MPC's 2% target between December 2009 and December 2013. Inflation fell to 1.2% in September, a five year low. Forward indications are that inflation is likely to fall further in 2014 to possibly near to 1% and then to remain near to, or under, the 2% target level over the MPC's two year ahead time horizon. Overall, markets are expecting that the MPC will be cautious in raising **Bank Rate** as it will want to protect heavily indebted consumers from too early an increase in Bank Rate at a time when inflationary pressures are also weak. A first increase in Bank Rate is therefore expected in Q2 2015 and they expect increases after that to be at a slow pace to lower levels than prevailed before 2008 as increases in Bank Rate will have a much bigger effect on heavily indebted consumers than they did before 2008.

The return to strong growth has also helped lower forecasts for the increase in **Government debt** by £73bn over the next five years, as announced in the 2013 Autumn Statement, and by an additional £24bn, as announced in the March 2014 Budget - which also forecast a return to a significant budget surplus, (of £5bn), in 2018-19. However, monthly public sector deficit figures have disappointed so far in 2014/15.

The Eurozone (EZ)

The Eurozone is facing an increasing threat from weak or negative growth and from deflation. In September, the inflation rate fell further, to reach a low of 0.3%. However, this is an average for all EZ countries and includes some countries with negative rates of inflation. Accordingly, the ECB took some rather limited action in June to loosen monetary policy in order to promote growth. In September it took further action to cut its benchmark rate to only 0.05%, its deposit rate to -0.2% and to start a programme of purchases of corporate debt. However, it has not embarked yet on full quantitative easing (purchase of sovereign debt).

Concern in financial markets for the Eurozone subsided considerably during 2013. However, sovereign debt difficulties have not gone away and major issues could return in respect of any countries that do not dynamically address fundamental issues of low growth, international uncompetitiveness and the need for overdue reforms of the economy, (as Ireland has done). It is, therefore, possible over the next few years that levels of government debt to GDP ratios could continue to rise for some countries. This could mean that sovereign debt concerns have not disappeared but, rather, have only been postponed. The ECB's pledge in 2012 to buy unlimited amounts of bonds of countries which ask for a bailout has provided heavily indebted countries with a strong defence against market forces. This has bought them time to make progress with their economies to return to growth or to reduce the degree of recession. However, debt to GDP ratios (2013 figures) of Greece 180%, Italy 133%, Portugal 129%, Ireland 124% and Cyprus 112%, remain a cause of concern, especially as some of these countries are experiencing continuing rates of increase in debt in excess of their rate of economic growth i.e. these debt ratios are likely to continue to deteriorate. Any sharp downturn in economic growth would make these countries particularly vulnerable to a new bout of sovereign debt crisis. It should also be noted that Italy has the third biggest debt mountain in the world behind Japan and the US. Greece remains particularly vulnerable but has made good progress in reducing its annual budget deficit and in returning, at last, to marginal economic growth. Whilst a Greek exit from the Euro is now improbable in the short term, some commentators still view the inevitable end game as either being another major right off of debt or an eventual exit.

There are also particular concerns as to whether democratically elected governments will lose the support of electorates suffering under EZ imposed austerity programmes, especially in countries like Greece and Spain which have unemployment rates of over 24% and unemployment among younger people of over 50 – 60%. There are also major concerns as to whether the governments of France and Italy will effectively implement austerity programmes and undertake overdue reforms to improve national competitiveness. Any loss of market confidence in the two largest Eurozone economies after Germany would present a huge challenge to the resources of the ECB to defend their debt.

USA

The Federal Reserve started to reduce its monthly asset purchases of \$85bn in December 2013 by \$10bn per month; these ended in October 2014, signalling confidence the US economic recovery would remain on track. First quarter GDP figures for the US were depressed by exceptionally bad winter weather, but growth rebounded very strongly in Q2 to 4.6% (annualised). The first estimate of Q3 showed growth of 3.5% (annualised). Annual growth during 2014 is likely to be just over 2%.

The U.S. faces similar debt problems to those of the UK, but thanks to reasonable growth, cuts in government expenditure and tax rises, the annual government deficit has been halved from its peak without appearing to do too much damage to growth, although the weak labour force participation rate remains a matter of key concern for the Federal Reserve when considering the amount of slack in the economy and monetary policy decisions. It is currently expected that the Fed. will start increasing rates in mid 2015.

China

Government action in 2014 to stimulate the economy appeared to be putting the target of 7.5% growth within achievable reach but recent data has been mixed. There are also concerns that the Chinese leadership have only started to address an unbalanced economy which is heavily dependent on new investment expenditure, and for a potential bubble in the property sector to burst, as it did in Japan in the 1990s, with its consequent impact on the financial health of the banking sector. There are also concerns around the potential size, and dubious creditworthiness, of some bank lending to local government organisations and major corporates. This primarily occurred during the government promoted expansion of credit, which was aimed at protecting the overall rate of growth in the economy after the Lehmans crisis.

Japan

Japan is causing considerable concern as the increase in sales tax in April 2014 has suppressed consumer expenditure and growth. In Q2 growth was -1.8% q/q and -7.1% over the previous year. The Government is hoping that this is a temporary blip.

CAPITA ASSET SERVICES FORWARD VIEW

Economic forecasting remains difficult with so many external influences weighing on the UK. Major volatility in bond yields is likely to endure as investor fears and confidence ebb and flow between favouring more risky assets i.e. equities, or the safe haven of bonds.

The overall longer run trend is for gilt yields and PWLB rates to rise, due to the high volume of gilt issuance in the UK, and of bond issuance in other major western countries. Over time, an increase in investor confidence in world economic recovery is also likely to compound this effect as recovery will further encourage investors to switch from bonds to equities.

The overall balance of risks to economic recovery in the UK is currently evenly weighted. However, only time will tell just how long this period of strong economic growth will last; it also remains exposed to vulnerabilities in a number of key areas.

The interest rate forecasts in this report are based on an initial assumption that there will not be a major resurgence of the EZ debt crisis, or a break-up of the EZ, but rather that there will be a managed, albeit painful and tortuous, resolution of the debt crisis where EZ institutions and governments eventually do what is necessary - but only when all else has been tried and failed. Under this assumed scenario, growth within the EZ will be tepid for the next couple of years and some EZ countries experiencing low or negative growth, will, over that time period, see an increase in total government debt to GDP ratios. There is a significant danger that these ratios could rise to the point where markets lose confidence in the financial viability of one, or more, countries, especially if growth disappoints and / or efforts to reduce government deficits fail to deliver the necessary reductions. However, it is impossible to forecast whether any individual country will lose such confidence, or when, and so precipitate a sharp resurgence of the EZ debt crisis. While the ECB has adequate resources to manage a debt crisis in a small EZ country, if one, or more, of the large countries were to experience a major crisis of market confidence, this would present a serious challenge to the ECB and to EZ politicians.

Downside risks currently include:

- The situation over Ukraine poses a major threat to EZ and world growth if it was to deteriorate into economic warfare between the West and Russia where Russia resorted to using its control over gas supplies to Europe.
- Fears generated by the potential impact of Ebola around the world
- UK strong economic growth is currently mainly dependent on consumer spending and the potentially unsustainable boom in the housing market. The boost from these sources is likely to fade after 2014.
- A weak rebalancing of UK growth to exporting and business investment causing a weakening of overall economic growth beyond 2014.
- Weak growth or recession in the UK's main trading partner - the EU, inhibiting economic recovery in the UK.
- A return to weak economic growth in the US, UK and China causing major disappointment in investor and market expectations.
- A resurgence of the Eurozone sovereign debt crisis caused by ongoing deterioration in government debt to GDP ratios to the point where financial markets lose confidence in the financial viability of one or more countries and in the ability of the ECB and Eurozone governments to deal with the potential size of the crisis.
- Recapitalisation of European banks requiring considerable government financial support.
- Lack of support by populaces in Eurozone countries for austerity programmes, especially in countries with very high unemployment rates e.g. Greece and Spain, which face huge challenges in engineering economic growth to correct their budget deficits on a sustainable basis.
- Italy: the political situation has improved but it remains to be seen whether the new government is able to deliver the austerity programme required and a

programme of overdue reforms. Italy has the third highest government debt mountain in the world.

- France: after being elected on an anti austerity platform, President Hollande has embraced a €50bn programme of public sector cuts over the next three years. However, there could be major obstacles in implementing this programme. Major overdue reforms of employment practices and an increase in competitiveness are also urgently required to lift the economy out of stagnation.
- Monetary policy action failing to stimulate sustainable growth in western economies, especially the Eurozone and Japan.
- Heightened political risks in the Middle East and East Asia could trigger safe haven flows back into bonds.
- There are also increasing concerns at the reluctance of western central banks to raise interest rates significantly for some years, plus the huge QE measures which remain in place (and may be added to by the ECB in the near future). This has created potentially unstable flows of liquidity searching for yield and, therefore, heightened the potential for an increase in risks in order to get higher returns. This is a return to a similar environment to the one which led to the 2008 financial crisis.

The potential for upside risks to UK gilt yields and PWLB rates, especially for longer term PWLB rates include: -

- A further surge in investor confidence that robust world economic growth is firmly expected, causing a flow of funds out of bonds into equities.

UK inflation returning to significantly higher levels than in the wider EU and US, causing an increase in the inflation premium inherent to gilt yields.

Specified and Non-Specified Investments

SPECIFIED INVESTMENTS:

(All such investments will be sterling denominated, with **maturities up to maximum of 1 year**, meeting the minimum 'high' rating criteria where applicable)

	* Minimum 'High' Credit Criteria	Use
Debt Management Agency Deposit Facility	--	In-house
Term deposits – local authorities	--	In-house
Term deposits – banks and building societies	See note 1	In-house
Collateralised deposit (see note 3)	UK sovereign rating	In-house
Certificates of deposit issued by banks and building societies	See note 1 and 2	In-house
UK Government Gilts	UK sovereign rating	In-house buy and hold and Fund Manager
Bonds issued by multilateral development banks	AAA	In-house buy and hold
Bond issuance issued by a financial institution which is explicitly guaranteed by the UK Government (refers solely to GEFCO - Guaranteed Export Finance Corporation)	UK sovereign rating	In-house buy and hold
Sovereign bond issues (other than the UK govt)	AAA	In-house buy and hold
Treasury Bills	UK sovereign rating	In house
Government Liquidity Funds	* Long-term AAA volatility rating V1+	In-house
Money Market Funds	* Long-term AAA volatility rating V1+	In-house

Note 1. Award of "Creditworthiness" Colour by Capita Asset Services as detailed in paragraph 14.11.2

Accounting treatment of investments. The accounting treatment may differ from the underlying cash transactions arising from investment decisions made by this Council. To ensure that the Council is protected from any adverse revenue impact, which may arise from these differences, we will review the accounting implications of new transactions before they are undertaken.

NON-SPECIFIED INVESTMENTS

These are any investments which do not meet the Specified Investment criteria. A maximum of 70% ** will be held in aggregate in non-specified investment

1. Maturities of ANY period

	* Minimum Credit Criteria	Use	** Max % of total investments	Max. maturity period
Fixed term deposits with variable rate and variable maturities: -Structured deposits	See note 1	In-house	£10m	Lower of 5 years or Capita Asset Services duration rating

2. Maturities in excess of 1 year

	* Minimum Credit Criteria	Use	** Max % of total investments	Max. maturity period
Term deposits – local authorities	--	In-house	40%	5 Years
Term deposits – banks and building societies	See note 1	In-house	40%	As per Capita Asset Services duration rating
Certificates of deposit issued by banks and building societies covered by UK Government (explicit) guarantee	See note 1 and 2	In-house	40%	As per Capita Asset Services duration rating
Certificates of deposit issued by banks and building societies	See note 1 and 2	In-house	40%	As per Capita Asset Services duration rating
UK Government Gilts	UK sovereign rating	In-house and Fund Manager	40% In-house 100% Fund Manager	In-house see note 1,
Bonds issued by multilateral development banks	AAA	In-house	20% in-house	In-house see note 1,
Sovereign bond issues (other than the UK govt)	AAA	In-house	20% in-house	In-house see note 1

Note 1. Award of “Creditworthiness” Colour by Capita Asset Services as detailed in paragraph 14.11.2

** If forward deposits are to be made, the forward period plus the deal period should not exceed one year in aggregate.

N.B. buy and hold may also include sale at a financial year end and repurchase the following day in order to accommodate the requirements of SORP.

Approved Countries for Investments

Based on lowest available rating

AAA

- Australia
- Canada
- Denmark
- Germany
- Luxembourg
- Norway
- Singapore
- Sweden
- Switzerland

AA+

- Finland
- Hong Kong
- Netherlands
- U.K.
- U.S.A.

AA

- Abu Dhabi (UAE)
- France
- Qatar

AA-

- Belgium
- Saudi Arabia

The Treasury Management Role Of The Section 151 Officer

The S151 (responsible) officer

- recommending clauses, treasury management policy/practices for approval, reviewing the same regularly, and monitoring compliance;
- submitting regular treasury management policy reports;
- submitting budgets and budget variations;
- receiving and reviewing management information reports;
- reviewing the performance of the treasury management function;
- ensuring the adequacy of treasury management resources and skills, and the effective division of responsibilities within the treasury management function;
- ensuring the adequacy of internal audit, and liaising with external audit;
- recommending the appointment of external service providers.

Scrutiny of Treasury Management

1. Audit Committee – terms of reference

- To provide independent assurance on the adequacy of the risk management framework and the associated control environment, including consideration of the Council's approach to risk management and the assurance framework, the production of the annual governance statement, arrangements for delivering value for money and the Council's anti-fraud arrangements and anti-corruption measures;
- To receive reports in line with the Council's whistleblowing, anti-bribery, covert surveillance policies and anti-money laundering policies;
- To monitor the Council's compliance with its own published standards and to consider any proposals for changes to Financial Rules, Codes of Practice on tenders and contracts;
- To monitor financial policies and processes, including endorsement of improvement plans to strengthen the control environment;
- To approve the annual governance statement;
- To approve the annual accounts;
- To scrutinise the Council's treasury management, investment strategy, minimum revenue provision policy statement along with treasury management practices and associated schedules and approve the annual treasury outturn;
- To discuss with the external auditor new accounting standards, changes to the reporting framework and the basis of the annual audit, including the content of performance work;
- To receive all reports by the external auditor including all performance reports and the annual audit and inspection letter;
- To oversee Internal Audit activity;
- To monitor the effectiveness of Internal Audit
- To provide an independent review of the Council's financial and non-financial performance

2. Financial Rules

- 7.1 (e) The Chief Finance Officer shall report to the Audit Committee, Cabinet and Council before the start of the new financial year on borrowing and investment strategies for the ensuing year and to Cabinet and Audit Committee not later than September on treasury management activities in the previous year.

- 7.2 (f) Council nominates Audit Committee to be responsible for ensuring effective scrutiny of the treasury management strategy policies

Diversity Impact Assessment: Screening Form

Directorate BSD	Name of Function or Policy or Major Service Change Treasury Management Strategy		
Officer responsible for assessment Jonathan Lloyd	Date of assessment 7/1/2015	New or existing? Existing	
Defining what is being assessed			
1. Briefly describe the purpose and objectives	The Treasury Management Strategy, is the strategy that the Council applies to effectively manage it's Treasury Function. This is defined by CIPFA as <i>The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.</i>		
2. Who is intended to benefit, and in what way?	All stakeholders with a safe and effective Treasury Management Strategy		
3. What outcomes are wanted?	The successful and secure management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.		
4. What factors/forces could contribute/detract from the outcomes?	<u>Contribute</u> Effective Strategy, Good planning Effective use of information and intelligence	<u>Detract</u> Resources, Further cuts	
5. Who are the main stakeholders?	The Chief Finance Officer, Full Council and residents		
6. Who implements this and who is responsible?	Chief Finance Officer, and the Treasury Team		

Assessing impact		
7. Are there concerns that there <u>could</u> be a differential impact due to <i>racial/ethnic groups</i>?	YES	Brief statement of main issue
	NO	
What evidence exists for this?	The Treasury Management Strategy does not directly impact on members of the public as it deals with the Treasury management functions of the authority. Decisions are based upon the principles highlighted within the Strategy and have no impact on any one particular group. Hence there will not be a differential impact due racial or ethnic group membership.	
8. Are there concerns that there <u>could</u> be a differential impact due to <i>disability</i>?	YES	Brief statement of main issue
	NO	
What evidence exists for this?	The Treasury Management Strategy does not directly impact on members of the public as it deals with the Treasury management functions of the authority. Decisions are based upon the principles highlighted within the Strategy and have no impact on any one particular group. Hence there will not be a differential impact due disability.	
9. Are there concerns that there <u>could</u> be a differential impact due to <i>gender</i>?	YES	Brief statement of main issue
	NO	
What evidence exists for this?	The Treasury Management Strategy does not directly impact on members of the public as it deals with the Treasury management functions of the authority. Decisions are based upon the principles highlighted within the Strategy and have no impact on any one particular group. Hence there will not be a differential impact due gender.	
10. Are there concerns there <u>could</u> be a differential impact due to <i>sexual orientation</i>?	YES	Brief statement of main issue
	NO	
What evidence exists for this?	The Treasury Management Strategy does not directly impact on members of the public as it deals with the Treasury management functions of the authority. Decisions are based upon the principles highlighted within the Strategy and have no impact on any one particular group. Hence there will not be a differential impact due sexual orientation.	
11. Are there concerns there <u>could</u> be a have a differential impact due to <i>religion or belief</i>?	YES	Brief statement of main issue
	NO	
What evidence exists for this?	The Treasury Management Strategy does not directly impact on members of the public as it	

	deals with the Treasury management functions of the authority. Decisions are based upon the principles highlighted within the Strategy and have no impact on any one particular group. Hence there will not be a differential impact due religion or belief.	
12. Are there concerns there <u>could</u> be a differential impact due to people's age?	YES	Brief statement of main issue
	NO	
What evidence exists for this?	The Treasury Management Strategy does not directly impact on members of the public as it deals with the Treasury management functions of the authority. Decisions are based upon the principles highlighted within the Strategy and have no impact on any one particular group. Hence there will not be a differential impact due to people's age.	
13. Are there concerns that there <u>could</u> be a differential impact due to <i>being trans-gendered or transsexual</i>?	YES	Brief statement of main issue
	NO	
What evidence exists for this?	The Treasury Management Strategy does not directly impact on members of the public as it deals with the Treasury management functions of the authority. Decisions are based upon the principles highlighted within the Strategy and have no impact on any one particular group. Hence there will not be a differential impact due an individual's gender identity.	
14. Are there any <i>other</i> groups that would find it difficult to access/make use of the function (e.g. speakers of other languages; people with caring responsibilities or dependants; those with an offending past; or people living in rural areas)?	YES	If yes, which group(s)?
	NO	
What evidence exists for this?	The Treasury Management Strategy does not directly impact on members of the public as it deals with the Treasury management functions of the authority. Decisions are based upon the principles highlighted within the Strategy and have no impact on any one particular group. Hence there will not be a differential impact.	
15. Are there concerns there <u>could</u> be a have a differential impact due to <i>multiple discriminations</i> (e.g. disability <u>and</u> age)?	YES	Brief statement of main issue
	NO	
What evidence exists for this?	The Treasury Management Strategy does not directly impact on members of the public as it deals with the Treasury management functions of the authority. Decisions are based upon the principles highlighted within the Strategy and have no impact on any one particular group. Hence there will not be a differential impact.	

Conclusions & recommendation		
16. Could the differential impacts identified in questions 7-15 amount to there being the potential for adverse impact?	YES	Brief statement of main issue
	NO	
17. Can the adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or another reason?	YES	Please explain
	NO	
Recommendation to proceed to a full impact assessment?		
NO	This function/ policy/ service change complies with the requirements of the legislation and there is evidence to show this is the case.	
NO, BUT ...	What is required to ensure this complies with the requirements of the legislation? (see DIA Guidance Notes)?	Minor modifications necessary (e.g. change of 'he' to 'he or she', re-analysis of way routine statistics are reported)
YES	Give details of key person responsible and target date for carrying out full impact assessment (see DIA Guidance Notes)	

Action plan to make Minor modifications		
Outcome	Actions (with date of completion)	Officer responsible

Planning ahead: Reminders for the next review		
Date of next review	January 2016	
Areas to check at next review (e.g. new census information, new legislation due)		
Is there <i>another</i> group (e.g. new communities) that is relevant and ought to be considered next time?		
Signed (completing officer/service manager) Jonathan Lloyd	Date	7/1/2015
Signed (service manager/Assistant Director) Mick Hayward	Date	7/1/2015

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