

MEDWAY COUNCIL

Fees & Charges April 2017

Contents:

<u>Directorate</u>	<u>Page</u>	<u>Service</u>
Regeneration, Culture, Environment & Transformation	3 - 12	Front Lines Services
Regeneration, Culture, Environment & Transformation	13	Parking (Pay & Display)
Regeneration, Culture, Environment & Transformation	14 - 15	Integrated Transport
Regeneration, Culture, Environment & Transformation	16 - 19	Regeneration Delivery
Regeneration, Culture, Environment & Transformation	20 - 21	Greenspaces
Regeneration, Culture, Environment & Transformation	22 - 24	Planning
Regeneration, Culture, Environment & Transformation	25 - 26	Economic Development
Regeneration, Culture, Environment & Transformation	27 - 30	Leisure
Regeneration, Culture, Environment & Transformation	31 - 32	Heritage
Regeneration, Culture, Environment & Transformation	33 - 34	Archives
Regeneration, Culture, Environment & Transformation	35 - 38	Theatres
Regeneration, Culture, Environment & Transformation	39	Corn Exchange
Regeneration, Culture, Environment & Transformation	40 - 41	Housing
Regeneration, Culture, Environment & Transformation	42	Libraries
Regeneration, Culture, Environment & Transformation	43 - 58	Bereavement Services
Regeneration, Culture, Environment & Transformation	59	Registration Services
Regeneration, Culture, Environment & Transformation	60 - 64	Community Interpreters
Regeneration, Culture, Environment & Transformation	65	Adult Learning
Business Support Department	66	Meeting Agendas & Electoral Register
Business Support Department	67 - 76	Land Charges, Licensing and Room hire
Children and Adults	77 - 78	Social Care and Home to School/College Transport.

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Front Line Services

Trading Standards

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
		3 - 12	
Weights & Measures - General		13	
Hourly rate of Charge - (minimum charge 1 hour)	80.00	80.00	0.00%
Certificate of Errors	80.00	80.00	0.00%
Supply of replacement certificate	40.00	40.00	0.00%
Weights & Measures - Weights			
Weights exceeding 5kg, 10lb or not exceeding 500mg, 2CM	21.20	21.70	2.36%
Other weights	15.50	15.50	0.00%
Weights & Measures - Linear Measures			
Linear measures not exceeding 3m or 10ft each scale	23.00	23.60	2.61%
Weights & Measures - Capacity Measures			
Capacity measures without diversions not exceeding 1 litre or 1 quart	15.50	15.90	2.58%
Cubic ballast measures (other than brim measures)	253.20	259.50	2.49%
Brim measures (unsubdivided) up to 1 metre	134.30	137.70	2.53%
Liquid capacity measures for making up and checking average quantity packages	55.00	55.00	0.00%
Weights & Measures - Weighing Instruments			
Not exceeding 30kg - first item	72.50	72.50	0.00%
Not exceeding 30kg - Second and subsequent items	43.60	44.70	2.52%
Exceeding 30kg but not exceeding 1 tonne (1 ton)	62.60	64.20	2.56%
Exceeding 1 tonne but not 10 tonnes (1 ton - 10 tons)	126.00	129.20	2.54%
Call out Charge	80.00	80.00	0.00%
Delays (per hour)	80.00	80.00	0.00%
Exceeding 10 tonnes (10 tons)	304.30	311.90	2.50%
(1) Time on site of 4 hours or less (half day charge)	492.20	504.50	2.50%
(2) Time on site exceeding 4 hours (full day charge)	932.20	955.50	2.50%
Weights & Measures - Intoxicating Liquor Measuring Instruments			
Not exceeding 5 fl. oz	46.00	46.00	0.00%
Other	57.50	57.50	0.00%
Weights & Measures - Liquid Fuel Measuring Instruments			
LFLO dispenser per meter/measuring container submitted	80.00	80.00	0.00%
Testing of peripheral electronic equipment on a later occasion than stamping of instrument - per site	80.00	80.00	0.00%
Charge for each credit card acceptor unit tested, irrespective of the number	80.00	80.00	0.00%
Weights & Measures - Road Tankers			
Wet hose type with two testing liquids	181.50	186.00	2.48%
Jammed ticket printer (no replacement parts)	90.80	93.10	2.53%
Replacement of parts without effect on calibration	90.80	93.10	2.53%
(1) First or single dipstick	98.40	100.90	2.54%
(2) Each additional dipstick submitted at the same time	47.40	48.60	2.53%
Where the bulk fuel testing van is provided by the Department to enable a meter system to be verified	259.60	266.10	2.50%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Front Line Services

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
Weights & Measures - Other			
Any other metrological testing, goods or equipment (per hour)	130.50	133.80	2.53%
Petroleum			
Petroleum Installation Record Search (per hour)	130.50	133.80	2.53%
Licence & Renewal			
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	50.00	50.00	0.00%
Fair Trader Scheme - enhanced listing (with company logo hyperlink)	58.75	58.75	0.00%
Fair Trader Scheme - enhanced listing - Annual Continuation Fee	10.00	10.00	
Performing Animals			
Performing Animals registration	77.80	79.70	2.44%

Gillingham Pier**Rent of berth:****Western Side of slipway**

under 30 ft - per month	57.90	59.30	2.42%
under 30 ft - per annum	578.20	592.70	2.51%
30ft to under 40ft - per month	73.70	75.50	2.44%
30ft to under 40ft - per annum	735.30	753.70	2.50%
40 ft and over - per month	106.70	109.40	2.53%
40 ft and over - per annum	1074.20	1,101.10	2.50%

Pontoon

under 20 ft - per month	57.90	59.30	2.42%
under 20 ft - per annum	578.20	592.70	2.51%
20ft to under 30ft - per month	73.80	75.60	2.44%
20ft to under 30ft - per annum	735.30	753.70	2.50%
30ft to under 40ft - per month	106.70	109.40	2.53%
30ft to under 40ft - per annum	1074.20	1,101.10	2.50%

Mooring Fees**Commercial and Casual Mooring**

Under 20ft - per day	10.10	10.40	2.97%
20ft to under 30ft - per day	10.60	10.90	2.83%
30ft to under 40ft - per day	14.80	15.20	2.70%
40ft to under 50ft - per day	15.50	15.90	2.58%
50ft to under 60ft - per day	20.50	21.00	2.44%
60ft to under 70ft - per day	29.40	30.10	2.38%
70ft to under 80ft - per day	39.00	40.00	2.56%
80ft to under 90ft - per day	49.90	51.10	2.40%
90ft to under 100ft - per day	61.40	62.90	2.44%
Per additional foot over 100ft - per day	1.30	1.30	0.00%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Front Line Services

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
Commercial vessels of 20 tons Grt and over (approx. 50ft) per tonne per day	0.40	0.40	0.00%

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	120.00	120.00	0.00%
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Slipways**Painting, repairs etc. daily rate**

Under 30ft	18.10	18.60	2.76%
30ft - 40ft	25.70	26.30	2.33%
40ft - 45ft	38.70	39.70	2.58%

Launching (launch and haul out)

under 30ft	15.50	15.50	0.00%
30ft to under 40ft	17.40	17.40	0.00%
40ft to under 45 ft	44.90	44.90	0.00%

Waste Services**Bulky Collection**

Standard collection	20.00	20.00	0.00%
Collection within two working days	36.00	36.50	1.39%
Recovery of lost item from recycling bring bank	30.00	30.00	

Public Conveniences

Access Key to Disabled Persons' Convenience	4.70	5.00	6.38%
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Highway Group**Vehicle crossings**

New / extended crossings (using Term Contractor)	145.00	150.00	3.45%
New / extended crossings (using Private Contractor)	190.00	195.00	2.63%
Charge for TMA notices - Per Notice	5.00	5.10	2.00%
Charge for service plans - Per Site	42.00	43.10	2.62%
Checking legality of crossings	145.00	150.00	3.45%
Confirming permission was given (conveyancing queries)		45.00	

Highway lighting

Checking lighting designs		200.00	
Additional charge for every 50m length of Highway in design		30.00	
Application to alter/move Highway lighting equipment (street light, sign etc).		150.00	

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Front Line Services

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
Street Naming and numbering Charges			
Charge to Developer for Amending Plans previously Named and Numbered and re-sending out again - Per Building	65.00	66.60	2.46%
Charge for Amending a Road Name, i.e. request by local residents etc	650.00	666.30	2.51%
Charge for Registering a New House or Building	65.00	66.60	2.46%
Charge for Registering 2 to 10 Buildings/Properties	192.00	196.80	2.50%
Charge for Registering 11 to 20 Buildings/Properties	260.00	266.50	2.50%
Charge for Registering 21 to 30 Buildings/Properties	325.00	333.10	2.49%
Charge for Registering 31 to 50 Buildings/Properties	465.00	476.60	2.49%
Charge for Registering 51 to 60 Buildings/Properties	600.00	615.00	2.50%
Charge for Registering 61 or more Buildings/Properties	750.00	768.80	2.51%
Charge for Amending a House Name/Building Name	65.00	66.60	2.46%
Charge for Amending a House Number	65.00	66.60	2.46%
Charge for Amending Property Details, i.e. a House becoming x no of Flats - Per Flat	65.00	66.60	2.46%
Charge for registering a Hotel	200.00	205.00	2.50%
Charge for Historical Information, i.e. enquiries from Solicitors etc	270.00	276.80	2.52%
Highway Search Charges			
Standard Search	24.00	24.60	2.50%
Additional charge per question	6.00	6.20	3.33%
Additional charge for requested A3 size plan	12.00	12.30	2.50%
Public Rights of Way			
Process Application for pre-publication stage	52.60	53.90	2.47%
Land Registry Search plus search fee	21.00	21.50	2.38%
Site visit	157.60	161.50	2.47%
Preparation of Plans	73.60	75.40	2.45%
Initial consultation	105.10	107.70	2.47%
Responding to consultation replies. (Includes £150 site visit)	262.70	269.30	2.51%
Preparation of Committee Report	231.10	236.90	2.51%
Order Making Stage			
Prepare Order, Notice and Statement	178.70	183.20	2.52%
Distribution of Order	126.10	129.30	2.54%
Posting Notices on Site	115.60	118.50	2.51%
Advertise Notice of Making of Order. (plus cost of advertisement)	36.80	37.70	2.45%
Responding to replies	105.10	107.70	2.47%
Site visits as required - per visit	157.60	161.50	2.47%
Forwarding documentation to DEFRA	546.30	560.00	2.51%
Confirmation of Order			
Site visit	105.10	107.70	2.47%
Preparation of Confirmation Notice	52.60	53.90	2.47%
Distribution of Confirmed Order	126.10	129.30	2.54%
Post Notices on Site	115.60	118.50	2.51%
Advertise Notice of Confirmation of Order. (plus cost of advertisement)	36.80	37.70	2.45%
Produce LEO, amend Definitive Map and inform OS	126.10	129.30	2.54%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Front Line Services

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
Additional letter (to applicants and objectors)	31.60	32.40	2.53%
Additional site visit (to check plans, meet objectors etc)	157.60	161.50	2.47%
Site visit to check works have been carried out and standard agreed	157.60	161.50	2.47%
Certificate Preparation for bringing into force	52.60	53.90	2.47%
Advertising of Certificate for bringing into force (plus cost of advertisement)	36.80	37.70	2.45%
Distribution of Certificate	105.10	107.70	2.47%

Community Safety & Enforcement**Environmental Health**

Per basic enquiry (inclusive of VAT)	166.50	170.70	2.52%
Additional information enquiry - per hour (inclusive of VAT)	48.40	48.40	0.00%
Administration Charge - per hour (inclusive of VAT)	48.40	48.40	0.00%
Contaminated Land Searches	150.00	150.00	0.00%

Unfit Food

Examination of Food and the issue of Certificates for voluntary surrender	181.50	186.00	2.48%
Officer time per hour over and above the first two hours disposal of unfit food - transportation and tipping charges	47.20	48.40	2.54%

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	117.30	117.30	0.00%

Health and Safety

Level 2 award in health and safety in the workplace	100.00	55.00	-45.00%
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).	26.00	26.00	

Register of Food Premises

Charge per Statement (including VAT)	198.20	203.20	2.52%
Individual Proprietor of Business concerned			
Another enforcement agency - individual or complete			
Other applicants - per page up to a maximum of 10	38.30	39.30	2.61%
Any applicant requiring "single use" type - per page	44.80	45.90	2.46%
Any applicant requiring the complete Register	2183.00	2,183.00	0.00%

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%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Front Line Services

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
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%
Pest Control			
Residential treatments - Rats - per treatment	15.00	15.00	0.00%
Residential treatments - Mice . Max 3 visits within four week period	50.00	50.00	0.00%
Residential treatments - Wasps . Treatment of 1 nest. £15 per additional nest	40.00	40.00	0.00%
Residential treatments - Fleas . 1 treatment for up to two-bed property. Additional bedrooms in property £5 each	55.00	55.00	0.00%
Residential treatments - Bed Bugs . 3 treatments for first room plus £45 each additional room	160.00	160.00	0.00%
Residential treatments - Grey Squirrels . Max 4 visits within two week period	120.00	120.00	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	282.90	290.00	2.51%
Animal Boarding Establishments (Kennels and Catteries) Charge dependant on maximum number of animals that can be accommodated at establishment - Does not include vet fees	298.20	305.70	
1 - 15	180.00	184.50	2.50%
16 - 50	230.00	235.80	2.52%
51+	260.00	266.50	2.50%
Animal Boarding Establishments (Home Boarding and Daycare) - Does not include vet fees	124.60	127.70	2.49%
Charge dependant on maximum number of animals that can be accommodated at establishment - Does not include vet fees			
1 - 10	130.00	133.30	2.54%
11 - 20	180.00	184.50	2.50%
21+	230.00	235.80	2.52%
Dangerous Wild Animals - 2 yearly fee - does not include vet fees	270.00	276.80	2.52%
Pet Shops - does not include vet fees	180.00	184.50	2.50%
Pet Shops - Fish only - does not include vet fees	130.00	133.30	2.54%
Riding Establishments - does not include vet fees	200.00	205.00	2.50%
Amendment/Replacement of a licence or certificate	47.20	48.40	2.54%
Pleasure boat licences	125.00	128.10	2.48%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Front Line Services

	Fee 2016/17 £	Fee 2017/18 £	Increase %
Safer Communities			
Fees for collection and care of stray dogs. £80, discounted to £40 if paid with 14 days + £25 Statutory Charge (No fee for assistance dogs). Kennelling fees are additional and are paid directly to the contractor, as well as vet fees should they be necessary.	105.00	107.60	2.48%
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	102.50	2.50%
Country Park out of hours vehicle release fee	54.10	55.50	2.59%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Front Line Services

Travel Safety

Accident Data Searches:

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
1 junction - 36 months	53.50	54.80	2.43%
1 junction - 60 months	58.00	59.50	2.59%
2 junctions - 36 months	77.20	79.10	2.46%
2 junctions - 60 months	85.30	87.40	2.46%
3 junctions - 36 months	102.30	104.90	2.54%
3 junctions - 60 months	110.30	113.10	2.54%
4 junctions - 36 months	125.20	128.30	2.48%
4 junctions - 60 months	136.40	139.80	2.49%
5 junctions - 36 months	147.80	151.50	2.50%
5 junctions - 60 months	164.80	168.90	2.49%
6 junctions - 36 months	172.80	177.10	2.49%
6 junctions - 60 months	191.00	195.80	2.51%
7 junctions - 36 months	199.00	204.00	2.51%
7 junctions - 60 months	216.10	221.50	2.50%
8 junctions - 36 months	221.70	227.20	2.48%
8 junctions - 60 months	244.50	250.60	2.49%
9 junctions - 36 months	245.50	251.60	2.48%
9 junctions - 60 months	270.60	277.40	2.51%
10 junctions - 36 months	270.60	277.40	2.51%
10 junctions - 60 months	296.70	304.10	2.49%
11 junctions - 36 months	292.20	299.50	2.50%
11 junctions - 60 months	329.60	337.80	2.49%
12 junctions - 36 months	318.40	326.40	2.51%
12 junctions - 60 months	347.90	356.60	2.50%
13 junctions - 36 months	343.40	352.00	2.50%
13 junctions - 60 months	375.30	384.70	2.50%
14 junctions - 36 months	367.30	376.50	2.50%
14 junctions - 60 months	403.60	413.70	2.50%
15 junctions - 36 months	390.00	399.80	2.51%
15 junctions - 60 months	429.80	440.50	2.49%
16 junctions - 36 months	417.30	427.70	2.49%
16 junctions - 60 months	454.80	466.20	2.51%
17 junctions - 36 months	437.70	448.60	2.49%
17 junctions - 60 months	479.80	491.80	2.50%
18 junctions - 36 months	460.50	472.00	2.50%
18 junctions - 60 months	508.30	521.00	2.50%
19 junctions - 36 months	486.70	498.90	2.51%
19 junctions - 60 months	536.70	550.10	2.50%
20 junctions - 36 months	513.80	526.60	2.49%
20 junctions - 60 months	563.90	578.00	2.50%
21 junctions - 36 months	535.50	548.90	2.50%
21 junctions - 60 months	592.30	607.10	2.50%
22 junctions - 36 months	557.20	571.10	2.49%
22 junctions - 60 months	620.80	636.30	2.50%
23 junctions - 36 months	585.50	600.10	2.49%
23 junctions - 60 months	642.40	658.50	2.51%
24 junctions - 36 months	608.30	623.50	2.50%
24 junctions - 60 months	670.90	687.70	2.50%
25 junctions - 36 months	636.80	652.70	2.50%
25 junctions - 60 months	699.30	716.80	2.50%
26 junctions + will be priced based on the application received			

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Front Line Services

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
Stage 1 Safety Audit - Simple Priority Junction	520.00	520.00	0.00%
Stage 1 Safety Audit - Other Junction or arrangements	640.00	656.00	2.50%
Stage 1 Safety Audit - Complex junctions or Estate layouts		Price on application	
Stage 2, 3 and 4 Safety Audit (Combined fee)	2,942.00	3,016.00	2.52%
Review of External Safety Audit and Proposal	369.00	378.00	2.44%

Traffic Management

Disabled Parking Bays	40.00	40.00	0.00%
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Scaffold/ Hoarding Licence

Processing and first inspection	97.00	99.00	2.06%
Subsequent inspections	51.00	52.00	1.96%
Keep Clear markings	34.00	35.00	2.94%
Removal of unauthorised signs (per sign)	86.00	88.00	2.33%

Miscellaneous

Skip licence (first 14 days)	39.00	40.00	2.56%
Skip licence (next 14 days)	17.00	18.00	5.88%

Building Material licences	57.00	58.40	2.46%
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Crane over sailing licence		POA	
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Temporary Traffic sign permit / site approval:

Weekday core time (8am - 6pm)	130.70	134.00	2.52%
Weekdays outside Core time	193.40	198.20	2.48%
Weekends	255.80	262.20	2.50%

Table and Chairs permit	31.50	32.00	1.59%
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Table and chairs permit Chatham High St

A boards Chatham High St (nil charge)

Abnormal load support		POA	
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Traffic Counts (survey results)

Up to 2 years old	80.60	82.60	2.48%
Older than 2 years	40.60	41.60	2.46%

Licence for private Service in the Highway	155.20	159.10	2.51%
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REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Front Line Services

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
Temporary road closures			
Emergency Closures 14(2)	925.30	948.40	2.50%
Planned closures 14(1)	1193.80	1,223.60	2.50%
Town and Police Closure orders	65.00	65.00	0.00%

Parking (Excluding Pay and Display)**Permit Type**

Resident	27.00	28.00	3.70%
Visitor	33.00	34.00	3.03%
Daily visitor vouchers each	0.80	0.90	12.50%
Season Ticket Medway Residents	515.00	530.00	2.91%
Season Ticket Medway Residents Quarterly	150.00	155.00	3.33%
Season Ticket Non Medway Resident	590.00	600.00	1.69%
Season Ticket Non Medway Resident Quarterly	165.00	170.00	3.03%
Shoppers Season Ticket	568.00	600.00	5.63%
Shoppers Season Ticket Quarterly	163.00	170.00	4.29%
Single Car Park	400.00	410.00	2.50%
Cared for Permit (Individual)	18.00	19.00	5.56%
Business	136.00	140.00	2.94%
Special Business	140.00	150.00	7.14%
Late Night	33.00	35.00	6.06%
Worship Permit	33.00	35.00	6.06%
Jezreels	86.00	90.00	4.65%
Dispensations per day	4.50	5.00	11.11%
Suspended Bays per bay per day	22.00	25.00	13.64%
Rochester Multi Storey Car Park Season Ticket	650.00	700.00	7.69%
Rochester Multi Storey Car Park Season Ticket Quarterly	189.00	200.00	5.82%
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%

Medway Council Pay and Display Charges from 1st April 2017

Off Street Parking

Dependant on the time permitted for a vehicle to stay within the car park, a variation of the below will be charged:

Time Period in Hours	Tariff
0.5 -1	50p
0-1	100p
1-2	150p
2-4	250p
4-6	350p
6+	520p
48	1000p

Rochester Riverside MSCP

Time Period in Hours	Tariff
0-1	100p
1-2	150p
2-3	200p
3-5	250p
5-15	600p

On Street Parking

Dependant on the time permitted for a vehicle to stay within each parking location, a variation of the below will be charged:

Time Period in Hours	Tariff
0.5 -1	50p
0-1	100p
1-2	150p
2-4	250p
4-6	350p
6+	520p
48	1000p

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

FRONT LINE SERVICES

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
<u>INTEGRATED TRANSPORT</u>			
Subsidised Bus Services			
Bus Contract Deductions for Administration (per hour)	128.00	131.20	2.50%
Yellow Bus Fares - charge for one term - to come into effect for the new academic year	50.00	51.30	2.60%
Yellow Bus Fares - charge for two terms - to come into effect for the new academic year	95.00	97.40	2.53%
Yellow Bus Fares - charge for one year - to come into effect for the new academic year	270.00	276.80	2.52%
Replacement of Medway Scholar pass (except Arriva)	12.00	12.30	2.50%
Replacement of Medway School Yellow Bus pass	5.80	5.90	1.72%
Concessionary Fares			
Application fee for young persons half fare bus pass. Fee to come into effect July for new academic year.	10.00	10.00	0.00%
Replacement of lost bus pass - elderly and disabled persons concession (no charge if crime number given)	10.00	10.00	0.00%
Replacement of lost bus pass - young persons half fare concession (no charge if crime number given). Fee to come into effect July.	10.00	10.00	0.00%
Local Transport Plan			
Information from existing automatic traffic count (per site)	49.00	50.00	2.04%
Information from existing manual traffic count (per site)	148.00	152.00	2.70%
Chatham Waterfront Bus Station			
Charge per bus service departure	0.75	0.80	6.67%
The Villager			
Annual membership	12.00	12.00	0.00%
Annual family membership (2 adults + 2 children up to 16 years of age)	25.00	26.00	4.00%
Annual group membership	27.00	28.00	3.70%
Group hire price	84.00	86.00	2.38%
Mileage to be charged per mile at a variable rate depending on journey distance			

Streetworks Permit Scheme

Permit Fee - Maid Road Category 0,1 & 2 - Provisional Advance Acti	95.00	95.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Major works 10 days+	216.00	216.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Major works 10 to 4 days	117.00	117.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Major works up to 3 days	59.00	59.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Standard Activity	117.00	117.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Minor Activity	59.00	59.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Immediate Activity	54.00	54.00	N/A
Permit Fee - Main Road Category 3 & 4 - Provisional Advance Activit	95.00	95.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works 10 days+	216.00	216.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works 10 to 4 days	117.00	117.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works up to 3 days	59.00	59.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Standard Activity	117.00	117.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Minor Activity	59.00	59.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Immediate Activity	54.00	54.00	N/A
Permit Fee - Main Road Category 3 & 4 - Provisional Advance Activit	68.00	68.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works 10 days+ (Nor	135.00	135.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works 10 to 4 days (68.00	68.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works up to 3 days (l	41.00	41.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Standard Activity (Non Traf	68.00	68.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Minor Activity (Non Traffic :	41.00	41.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Immediate Activity (Non Tr	36.00	36.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Provisional Advance Activ	68.00	68.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Major works 10 days+	135.00	135.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Major works 10 to 4 days	68.00	68.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Major works up to 3 days	41.00	41.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Standard Activity	68.00	68.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Minor Activity	41.00	41.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Immediate Activity	36.00	36.00	N/A

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION	Fee 2016/17 £	3% increase	Increase 3.00%
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REGENERATION DELIVERY

COMMUNITY CENTRES

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

HOOK MEADOW COMMUNITY CENTRE

MAIN HALL (Bank holidays, New Year's Eve & Christmas on application)

Regular User Groups

Hall hire daytime rate (per hour)	14.40	14.80	2.78%
Hall hire evening rate (per hour)	17.70	18.20	2.82%

Non Regular Users

Hall hire Monday to Friday day (per hour)	20.40	21.00	2.94%
Hall hire Monday to Thursday evening (per hour)	29.00	29.90	3.10%

Hall hire Saturday & Sunday day (per hour)	22.30	23.00	3.14%
Hall hire Friday, Saturday & Sunday evening (per hour)	40.20	41.40	2.99%

Large Kitchen day (per booking)	32.50	33.50	3.08%
Large Kitchen evening (per booking)	32.50	33.50	3.08%
Small Kitchen day (per booking)	15.00	15.50	3.33%
Small Kitchen evening (per booking)	16.10	16.60	3.11%

LARGE ROOM (Weddings & functions room hire only)

Regular User Groups

Hall hire daytime rate (per hour)	11.20	11.50	2.68%
Hall hire evening rate (per hour)	12.20	12.60	3.28%

Non Regular Users

Room hire Monday to Friday day (per hour)	13.50	13.90	2.96%
Room hire Monday to Thursday evening (per hour)	15.30	15.80	3.27%

Room hire Saturday & Sunday day (per hour)	12.90	13.30	3.10%
Hall hire Friday, Saturday & Sunday evening (per hour)	24.60	25.30	2.85%

SMALL ROOM (Room hire only)

Regular User Groups

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION	Fee 2016/17 £	3% increase	Increase 3.00%
<u>REGENERATION DELIVERY</u>			
<u>COMMUNITY CENTRES</u>			
<i>NB: Rates for all rooms negotiable for long-term, regular and community group bookings</i>			
Hall hire daytime rate (per hour)	6.00	6.20	3.33%
Hall hire evening rate (per hour)	6.40	6.60	3.12%
<u>Non Regular Users</u>			
Room hire Monday to Friday day (per hour)	6.90	7.10	2.90%
Room hire Monday to Thursday evening (per hour)	7.10	7.30	2.82%
Room hire Saturday & Sunday day (per hour)	12.00	12.40	3.33%
Hall hire Friday, Saturday & Sunday evening (per hour)	12.80	13.20	3.12%
<u>COMPUTER SUITE</u>			
Regular User Groups - day or evening (per hour)	11.20	11.50	2.68%
Non Regular Users - day or evening (per hour)	11.50	11.80	2.61%
My Desk - Individual desk work space (per month)	105.10	108.30	3.04%

WOODSIDE COMMUNITY CENTRE

MAIN HALL (Bank Holidays, New Year's Eve & Christmas On Application)

Regular User Groups

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION	Fee 2016/17 £	3% increase	Increase 3.00%
<u>REGENERATION DELIVERY</u>			
<u>COMMUNITY CENTRES</u>			
<i>NB: Rates for all rooms negotiable for long-term, regular and community group bookings</i>			
Hall hire daytime rate (per hour)	13.90	14.30	2.88%
Hall hire evening rate (per hour)	17.70	18.20	2.82%
<u>Non Regular Users</u>			
Hall hire Monday to Friday day (per hour)	14.90	15.30	2.68%
Hall hire Monday to Thursday evening (per hour)	29.00	29.90	3.10%
Hall hire Saturday & Sunday day (per hour)	22.30	23.00	3.14%
Hall hire Friday, Saturday & Sunday evening (per hour)	40.20	41.40	2.99%
Kitchen day (per booking)	15.00	15.50	3.33%
Kitchen evening (per booking)	16.10	16.60	3.11%
<u>ONE TO ONE ROOM</u>			
Regular User Groups - day or evening (per hour)	8.80	9.10	3.41%
Non Regular Users - day or evening (per hour)	10.00	10.30	3.00%
<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)	12.20	12.60	3.28%
My Desk - Individual desk work space (per month)	105.10	108.30	3.04%
<u>WHITE ROAD COMMUNITY CENTRE</u>			
<u>Regular User Groups</u>			
Main Hall hire day or evening (per hour)	13.10	13.50	3.05%
One To One Room hire day or evening (per hour)	13.10	13.50	3.05%
<u>Non Regular Users</u>			
Main Hall hire Monday to Thursday day or evening and Friday day (per h	20.40	21.00	2.94%
Main Hall hire Saturday & Sunday day (per hour)	22.30	23.00	3.14%
Main Hall hire Friday, Saturday & Sunday evening (per hour)	29.40	30.30	3.06%
One To One Room hire day or evening (per hour)	14.40	14.90	3.47%
Family Room hire day or evening (per hour)	11.50	11.80	2.61%
<u>CHATTENDEN COMMUNITY CENTRE</u>			
<u>MAIN COMMUNITY BUILDING</u>			
<u>Regular User Groups</u>			

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION	Fee 2016/17	3% increase	Increase
	£		3.00%
<u>REGENERATION DELIVERY</u>			
<u>COMMUNITY CENTRES</u>			
<i>NB: Rates for all rooms negotiable for long-term, regular and community group bookings</i>			
Main Hall hire day or evening (per hour)	13.10	13.50	3.05%
Creche hire day or evening (per hour)	13.10	13.50	3.05%
One to One Room day or evening (per hour)	13.10	13.50	3.05%
Computer Suite day or evening (per hour)	13.10	13.50	3.05%
<u>Non Regular Users</u>			
Hall hire Monday to Thursday day or evening and Friday day (per hour)	20.40	21.00	2.94%
Main Hall hire Saturday & Sunday day (per hour)	21.80	22.50	3.21%
Hall hire Friday, Saturday & Sunday evening (per hour)	23.90	24.60	2.93%
Creche hire day or evening (per hour)	13.70	14.10	2.92%
One to One Room day or evening (per hour)	13.70	14.10	2.92%
Computer Suite day or evening (per hour)	13.70	14.10	2.92%
My Desk - Individual desk work space (per month)	105.10	108.30	3.04%
<u>LARGE HALL</u>			
<u>Regular User Groups</u>			
Hall hire day or evening (per hour)	17.30	17.80	2.89%
End Hall hire day or evening (per hour)	11.60	11.90	2.59%
Back Office hire day or evening (per hour)	13.30	13.70	3.01%
<u>Non Regular Users</u>			
Hall hire Monday to Thursday day or evening and Friday day (per hour)	20.40	21.00	2.94%
Hall hire Saturday & Sunday day (per hour)	23.20	23.90	3.02%
Hall hire Friday, Saturday & Sunday evening (per hour)	29.40	30.30	3.06%
End Hall hire day or evening (per hour)	13.70	14.10	2.92%
Back Office hire day or evening (per hour)	13.70	14.10	2.92%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

GREENSPACE SERVICES

	Fee 2016/17 £	Fee 2017/18 £	Increase %
Country Parks			
Fishing			
Day ticket (no night fishing) adult	10.00	10.00	0.00%
Day ticket (no night fishing) Junior/+60	6.00	6.00	0.00%
Pre-booked club outings	150.00	200.00	33.33%
Orienteering			
Orienteering / price per visit per child	2.00	2.00	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	3.00	20.00%
Forest School Visit - price per child	3.50	4.25	21.43%
Fishing teach ins for children	11.00	10.00	-9.09%
Event Site Hire - All Green Spaces (price per event)			
Up to 100 People	New	50.00	
101 to 500 People	271.10	277.90	2.51%
501 to 1,000 people	508.50	521.20	2.50%
1001 to 5000 people	1,017.00	1,042.40	2.50%
More than 5000 people	3,138.20	3,216.70	2.50%
Deposit against damage - £500 to £1000 (subject to proposed event)			
25% discount for registered charities on all the above			
Boot Camps and Fitness Classes	New	100.00	
Dog Walking Companies	New	100.00	
Toilet cleaning charge post external event hire (cleaning costs only)	54.10	95.00	75.60%
Allotment Rental - Charge per sq metre			
Plot and water	0.20	0.20	0.00%
Plot only	0.15	0.15	0.00%
Flat rate per shed	15.50	16.00	3.23%
Flat rate use of container	5.50	6.00	9.09%
Bloor Lane Church Allotment	16.61	17.03	2.53%
Miscellaneous Recreation			
Playhut - Playgroups - per 3 hours	18.00	20.00	11.11%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

GREENSPACE SERVICES

	Fee 2016/17 £	Fee 2017/18 £	Increase %
Circus Visits & Fairs			
Circus & Fairs Daily Hire Fee	549.16	562.89	2.50%
Deposit Against damage and fly posting	1,260.75	1,292.27	2.50%
Recreation Grounds - With Pavilion			
Per Season - Adult - 18 matches (with pavilion)	554.63	568.50	2.50%
Per Season - Junior / 60+ - 18 matches (with pavilion)	196.26	201.17	2.50%
Recreation Grounds - Without Pavilion			
Per Season - Adult - 18 matches (without pavilion)	350.49	359.25	2.50%
Per Season - Junior /60+ - 18 matches (without pavilion)	98.34	100.80	2.50%
Casual Use with Pavilion			
Adults (casual use)	88.78	91.00	2.50%
Junior / 60+ (casual use)	83.21	85.29	2.50%
Casual Use without Pavilion			
Adults (casual use/without pavilion)	46.86	48.03	2.50%
Junior / 60+ (casual use/ without pavilion)	27.11	27.79	2.51%
School Parties with Pavilion	123.03	126.11	2.50%
School Parties without Pavilion	67.66	69.35	2.50%
Pitch & Putt			
Round with Clubs Adult	7.80	8.00	2.56%
Round with Clubs Junior/60+	3.90	4.00	2.56%
Round with own Clubs Adult	5.10	5.20	1.96%
Round with own Clubs Junior/60+	2.80	2.90	3.57%
Broken Club	32.20	33.00	2.48%
Outdoor Bowls Use of greens per person per hour			
Adults	0.00	0.00	0.00%
Junior / 60+	0.00	0.00	0.00%
Use of Slips	0.00	0.00	0.00%
Use of Woods	0.00	0.00	0.00%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION

PLANNING

VAT to be added where applicable

	Fee 2016/17 £	Fee 2017/18 £	Increase %
Weekly list of applications	166.20	170.40	2.53%
Photocopying (per page)	0.10	0.10	0.00%
Plan copying (A0 per plan)	14.20	14.60	2.82%
Plan copying (A1 per plan)	7.20	7.40	2.78%
Plan copying (A2 per plan)	3.70	3.80	2.70%
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	29.90	30.60	2.34%
Ordnance Survey site locations plans of 6 A4 site plan scale 1:1250	29.90	30.60	2.34%
Ordnance Survey site locations plans of 6 A4 site plan scale 1:250	59.70	61.20	2.51%
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)	32.00	32.80	2.50%
Research for private property sales/purchases (per hour thereafter)	32.00	32.80	2.50%
Search of adjoining land/property up to 200m - (plus research fee as above)	42.20	43.30	2.61%
<u>Pre Application Service</u>			
Charge per hour: Assistant Director	118.30	121.30	2.54%
Charge per hour: Head of Service	100.60	103.10	2.49%
Charge per hour: Group Manager / Principal Planner	88.80	91.00	2.48%
Charge per hour: Senior Planner / Senior Arboriculture Officer	76.80	78.70	2.47%
Charge per hour: EHO / Highways Officer / Conservation Officer	71.00	72.80	2.54%
Charge per hour: Planners	59.00	60.50	2.54%
Charge for pre application site visits	111.00	113.80	2.52%
Charge for Presentations to Members	568.50	582.70	2.50%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
PLANNING			
VAT to be added where applicable			
<u>Major Developments</u>			
	Inc. VAT	Exc. VAT	
Strategic Residential			
Preliminary Advice	300.00	307.50	2.50%
Meeting and Written Advice	2,520.00	2,583.00	2.50%
Major Residential			
Preliminary Advice	300.00	307.50	2.50%
Meeting and Written Advice	1,278.00	1,310.00	2.50%
Strategic Commercial			
Preliminary Advice	300.00	307.50	2.50%
Meeting and Written Advice	2,520.00	2,583.00	2.50%
Major Commercial			
Preliminary Advice	300.00	307.50	2.50%
Meeting and Written Advice	1,278.00	1,310.00	2.50%
<u>Minor Developments</u>			
Minor Residential			
Meeting	250.00	256.20	2.48%
Written	350.00	358.80	2.51%
Meeting and Written Advice	400.00	410.00	2.50%
Minor Commercial			
Meeting	250.00	256.30	2.52%
Written	350.00	358.80	2.51%
Meeting and Written Advice	400.00	410.00	2.50%
Other			
Householder			
Meeting	100.00	102.50	2.50%
Meeting and Written Advice	150.00	153.80	2.53%
Additional Sites as above plus £37.50 plus VAT	45.00	46.10	2.44%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
PLANNING			
VAT to be added where applicable			
Officer Hourly Rates			
Hourly rates: Head of Service	100.60	103.10	2.49%
Hourly rates: Principal Planner	88.80	91.00	2.48%
Hourly rates: Senior Planner	76.80	78.70	2.47%
Hourly rates: Planners	59.00	60.50	2.54%
Discharge of Conditions - Discussion of requirements			
Meeting	see above	see above	
Discussions relating to amendments to previously approved shemes			
Meeting	see above	see above	
Discussion post refusal			
	Relavant Pre-App Charges apply	Relavant Pre-App Charges apply	
No pre-app sought prior to submitting planning application			
Pre-App sought prior to submitting planning application	see above	see above	
Listed Buidling			
	Inc Vat	Inc Vat	
Written Advice Only	97.00	99.40	2.47%
Trees			
Meeting - hourly rate	73.33	75.20	2.55%
<u>Section 106 - Post Resolution Preparation - Charge For Planning Officer Time</u>			
Officer time		see above	

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION

Fee 2016/17	Fee 2017/18	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)	38.00	39.00	2.63%
Darwin Room (per half day - 4 hours)	135.00	138.00	2.22%
Darwin Room (per day - 8 hours)	227.00	233.00	2.64%
Swan Room (per hour)	23.00	24.00	4.35%
Swan Room (per half day - 4 hours)	81.00	83.00	2.47%
Swan Room (per day - 8 hours)	114.00	117.00	2.63%
G3 Room (per hour)	23.00	24.00	4.35%
G3 Room (per half day - 4 hours)	81.00	83.00	2.47%
G3 Room (per day - 8 hours)	114.00	117.00	2.63%
G5 Room (per hour)	23.00	24.00	4.35%
G5 Room (per half day - 4 hours)	81.00	83.00	2.47%
G5 Room (per day - 8 hours)	114.00	117.00	2.63%

Non-Tenants

Darwin Room - per hour	74.00	55.00	-25.68%
Darwin Room (per half day - 4 hours)	262.00	180.00	-31.30%
Darwin Room (per day - 8 hours)	442.00	300.00	-32.13%
Swan Room (per hour)	42.00	48.00	14.29%
Swan Room (per half day - 4 hours)	158.00	165.00	4.43%
Swan Room (per day - 8 hours)	220.00	230.00	4.55%
G3 Room (per hour)	42.00	35.00	-16.67%
G3 Room (per half day - 4 hours)	158.00	120.00	-24.05%
G3 Room (per day - 8 hours)	220.00	200.00	-9.09%
G5 Room (per hour)	42.00	35.00	-16.67%
G5 Room (per half day - 4 hours)	158.00	120.00	-24.05%
G5 Room (per day - 8 hours)	220.00	200.00	-9.09%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION

	Fee 2016/17	Fee 2017/18	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)	239.00	245.00	2.51%
Data Centre space (per 1 rack of space per month)	390.00	400.00	2.56%
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)	271.00	278.00	2.58%
Data Centre space (per 1 rack of space per month)	422.00	433.00	2.61%
Data Centre power (per KWh per month)	0.15	0.15	0.00%

Bandwidth

Starting from 10mb

Internal Tenants

Per mb per month	9.50	9.50	
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Non-Tenants

Per mb per month	12.00	12.00	
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Other Charges

Office set up fee	86.00	110.00	27.91%
Floor box moving fee - per box	28.00	29.00	3.57%
Floor box power usage for individual offices (per KWh per month)	0.15	0.18	20.00%
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, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
SPORTS AND LEISURE FACILITIES			
MEMBERSHIPS			
Increased prices will apply to new members only as existing members have 'price for life.'			
Premier Membership - Advance annual payment	453.40	453.40	0.00%
Couple - Advance annual payment	793.80	793.80	0.00%
Premier Off Peak Membership - Advance annual payment	339.90	339.90	0.00%
Premier Membership - Monthly (12 month contract)	42.00	42.00	0.00%
Couple - Monthly (12 month contract)	73.50	73.50	0.00%
Premier Off Peak Membership - Monthly (12 month contract)	31.50	31.50	0.00%
Premier membership - Monthly (open contract)	49.90	49.90	0.00%
Couple membership - Monthly (open contract)	86.20	86.20	0.00%
Premier Off Peak Membership - Monthly (open contract)	42.00	42.00	0.00%
Echoes Gym Non Member Casual	7.60	7.60	0.00%
Centre memberships - annual			
Adult	41.50	42.50	2.41%
Family	59.30	60.80	2.53%
Junior	21.50	22.00	2.33%
Senior	21.50	22.00	2.33%
Day membership admission fee			
Adult	1.90	2.00	5.26%
Junior	1.40	1.50	7.14%
Senior	1.40	1.50	7.14%
Squash - 40 minutes	7.30	7.50	2.74%
Badminton - per hour	8.60	8.80	2.33%
School swim	2.40	2.50	4.17%
Fitness classes	6.00	6.20	3.33%
Medway Park			
Hire of Pool (per hour)			
Training Pool	35.20	36.10	2.56%
Diving Pool	29.40	36.10	22.79%
All Pools	149.20	172.20	15.42%
Gala (including timing) 3 hour package	409.80	420.00	2.49%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
SPORTS AND LEISURE FACILITIES			
ROOM HIRE (Medway Park and Strood)			
Per Hour	17.80	18.20	2.25%
Per Day	94.60	97.00	2.54%
Dance Studios			
Dance studios per hour	26.00	26.70	2.69%
Athletics Tracks (Medway Park and Deangate)			
Clubs per hour	52.60	53.90	2.47%
Floodlights per hour	17.80	18.20	2.25%
Individual Use	3.20	3.30	3.12%
SPLASHES			
Admissions			
Adult Swim	5.40	5.50	1.85%
Child / Senior	4.70	4.80	2.13%
Family Swim Ticket	15.60	16.00	2.56%
Spectators - adult	1.90	2.00	5.26%
Spectators - junior	1.40	1.50	7.14%
Under Threes (no charge)	0.00	0.00	
STRAND LEISURE PARK			
Summer Season			
Admissions			
Adult per session	4.90	5.00	2.04%
Jnr per session	3.10	3.20	3.23%
Senior per session	3.10	3.20	3.23%
Crazy Golf			
Adult	2.90	3.00	3.45%
Jnr	2.20	2.30	4.55%
Senior	2.20	2.30	4.55%
Family	5.80	6.00	3.45%
Netball			
5-a-side (per session)	19.50	20.00	2.56%
Footgolf (Strand and Deangate Ridge)			
Adult	6.50	6.70	3.08%
Jnr	4.10	4.20	2.44%
Senior	4.00	4.20	5.00%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
SPORTS AND LEISURE FACILITIES			
Tennis (per hour Strand and Deangate Ridge)			
Tennis Court Hire	6.50	6.70	3.08%
Ball deposit (2 balls)	10.00	10.00	0.00%
Racquet Deposit	10.00	10.00	0.00%
Minature Railway - per person	1.00	1.20	20.00%
STROOD SPORTS CENTRE & HUNDRED OF HOO SPORTS CENTRE			
Wet Side Strood			
Large Pool per hour Strood	84.10	86.20	2.50%
Training Pool per hour Strood	35.20	36.10	2.56%
Large Pool per hour Hoo	57.80	59.25	2.51%
Training Pool per hour Hoo	35.20	36.10	2.56%
Hydrotherapy pool per hour Strood	52.60	53.90	2.47%
KICKS			
Peak times Monday - Thursday after 5pm.			
5-a-side Pitch Hire	30.00	31.00	3.33%
7-a-side Pitch Hire	45.00	46.00	2.22%
Monday - Thursday before 4pm, all day Fri., Sat. & Sun.			
5-a-side Hire Pitch Hire	25.00	26.00	4.00%
7-a-side Pitch Hire	35.00	36.00	2.86%
Per team game = £35 (40mins)	50.00	51.00	2.00%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
SPORTS AND LEISURE FACILITIES			
DEANGATE			
Golf			
Increased prices will apply to new members only as existing members have 'price for life.'			
7 day General Membership (12 months)	790.00	795.00	0.63%
5 day General Membership (Mon - Fri 12 months)	660.00	660.00	0.00%
5 day Off Peak (after 11am) Membership (Mon - Fri 12 months)	395.00	420.00	6.33%
5 day senior membership (Mon - Fri)	525.00	540.00	2.86%
Junior membership (under 16)	104.00	108.00	3.85%
16-24 membership	395.00	420.00	6.33%
Pay & Play Weekday peak (juniors under 16 half-price)	16.00	16.00	0.00%
Pay & Play Weekend & Bank Holidays all times (juniors under 16 half-price)	24.00	24.00	0.00%
9 HOLE Pay & Play weekday peak (juniors under 16 half-price)	10.00	10.00	0.00%
9 HOLE Pay & Play weekend & bank holidays all times (juniors under 16 h.	14.00	14.00	0.00%
Driving Range			
Per basket (small)	2.10	2.20	4.76%
Per basket (large)	3.60	3.70	2.78%
Par 3			
Round	6.50	6.70	3.08%
Junior	4.10	4.20	2.44%
Deposit on Clubs	10.00	10.00	0.00%
Bowls			
Casual Users per half hour	1.90	1.90	0.00%
Club Hire (max 8 players)			
2.5 hours	21.90	22.40	2.28%
3 hours	26.20	26.90	2.67%
Hire of woods	0.60	0.60	0.00%
Locker hire per session	5.40	5.50	1.85%
Locker hire per session	5.20	5.30	1.92%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17	Fee 2017/18	Increase %
<i>Entrance fees for castles are set in conjunction with English Heritage.</i>	£	£	%
<u>ROCHESTER CASTLE</u>			
Per Person (Adult)	6.40	6.40	0.00%
Per Person (Jnr/60+)	4.00	4.00	0.00%
Family - 2 adult and 1 child	16.60	16.60	0.00%
English Heritage membership including corporate	Free	Free	
Group 11+ people (Adult)	5.44	5.44	0.00%
Group 11+ people (Child)	3.40	3.40	0.00%
Audio guide	1.00	1.00	0.00%
Discovery Day Education Visit	100.00	100.00	0.00%
<u>UPNOR CASTLE</u>			
Per Person (Adult)	6.40	6.60	3.12%
Per Person (Jnr/60+)	4.00	4.10	2.50%
Family - 2 adult and 1 child	16.60	17.00	2.41%
Group 11+ people (Adult). 15% discount	5.44	5.61	3.12%
Group 11+ people (Child) 15% discount	3.40	3.49	2.50%
English Heritage membership including corporate	Free	Free	
Audioguide	1.00	1.00	0.00%
Wedding (Friday & Saturday)	875.00	875.00	0.00%
Midweek wedding (Monday-Thursday)	590.00	590.00	0.00%
Wedding late booking discount (6 month prior to date) -25%			
Upnor Castle residents pass (season)	16.50	17.00	3.03%
Children party hire charge (4hrs) - Part of site	150.00	150.00	0.00%
Children party hire charge (4hrs) - Full site	300.00	300.00	0.00%
Discovery day education visit	100.00	100.00	0.00%
Corporate awayday 1/2 day	200.00	200.00	0.00%
Corporate awayday full day	300.00	300.00	0.00%
<u>TEMPLE MANOR</u>			
Children party hire charge (4hrs)	300.00	300.00	0.00%
Discovery day education visit	100.00	100.00	0.00%
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	39.00	40.00	2.56%
Hire of Members room per hour	39.00	40.00	2.56%
Hire of Guildhall Chamber per hour	66.50	68.20	2.56%
Education Visits - Medway Schools - 1 hour session	New	30.00	
Education Visits - non-Medway Schools - 1 hour session	New	90.00	
Handling materials for self-guided visits	New	25.00	
Hire of Lunch Room	New	20.00	
Arts Award 'Discover' Assessment	New	10.00	
Arts Award 'Explore and Bronze/Silver Assessments	New	20.00	
Illustrated lectures for adult groups in the Museum	New	45.00	
Illustrated lectures for adult groups - outreach (daytime)	New	65.00	
Illustrated lectures for adult groups - outreach (evening)	New	100.00	
Heritage engagement sessions - on site introductions	New	60.00	
Education Outreach Visits - Medway Schools - Morning	135.30	150.00	10.86%
Education Outreach Visits - Medway Schools - Whole day	183.90	210.00	14.19%
University of the Third Age (U3A) - Cost per person	5.20	5.35	2.88%
Weddings	411.20	421.50	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	262.7	269.30	2.51%
Daytime hire per day	525.3	538.40	2.49%
Evening hire each evening	1050.6	1,076.90	2.50%

Filming/Photo shoots

By negotiation and sign-off by Head of Service

Photo shoot minimum charge (commercial)	52.60	55.00	4.56%
Filming minimum charge (commercial)	105.10	110.00	4.66%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

MEDWAY ARCHIVES, LOCAL STUDIES CENTRE

	Fee 2016/17 £	Fee 2017/18 £	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	0.80	0.80	0.00%
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	3.10	3.33%
Local Studies Scanning depending on copyright A3 colour	3.60	3.70	2.78%
Local Studies Scanning depending on copyright A4 black & white	0.80	0.80	0.00%
Local Studies Scanning depending on copyright A3 black & white	0.90	0.90	0.00%
Archive scanning (discretion of archivist) A4 colour	4.00	4.10	2.50%
Archive scanning (discretion of archivist) A3 colour	4.50	4.60	2.22%
Microfiche/Microfilm printouts A4	0.80	0.80	0.00%
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	8.00	8.20	2.50%
Photographs/ slides - non commercial self service full day permit	10.80	11.10	2.78%
Commercial Users self service photography permit	22.60	23.20	2.65%
Photocopies sent in response to research enquiries by letter or e- mail (ie handling charge) handling charge + cost of copies + postage	8.00	8.20	2.50%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

MEDWAY ARCHIVES, LOCAL STUDIES CENTRE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
Medway Archives - Other Charges			
Baptism Certificate (National charge)	13.00	13.00	0.00%
Preparations for media visits and filming on premises : per hour	94.00	96.40	2.55%
Issue of conviction certificate copy (magistrates courts)	38.00	39.00	2.63%
Storage of magistrates' court records(per box per annum)	8.00	8.20	2.50%
Retrievals of modern records for council departments (per box on	7.60	7.80	2.63%
Retrievals of modern records for council departments(per box off	15.00	15.40	2.67%
Withdrawal of privately owned records (minimum charge)	65.00	66.60	2.46%
Royalties for reproduction of still photographs (UK)	32.00	32.80	2.50%
Royalties for reproduction of moving images cost per second(running time) used by national & international media	96.00	98.40	2.50%
Talks to external groups (at discretion of staff)	50.00	51.30	2.60%
Talks to groups visiting (excluding school visits and at the discretion	40.00	41.00	2.50%
Research per hour private users (at discretion of Archivist)	34.00	34.90	2.65%
Research per hour commercial users (at discretion of Archivist)	89.00	91.20	2.47%
ROYALTIES - All royalties fees checked as being market rate wit	42.00	43.10	2.62%
Royalties: reproduction of still photographs (UK)	32.00	32.80	2.50%
Royalties: photo (out-Europe)	52.00	53.30	2.50%
Royalties: photo in TV prog per second	94.00	96.40	2.55%
Royalties: photo on cover (Europe)	64.00	65.60	2.50%
Royalties: photo on cover(worldwide)	94.00	96.40	2.55%
Royalties: photo in e-book	57.00	58.40	2.46%
Royalties: reproduction of moving images cost per second(running time) used by national & international media (commercial rate)	96.00	98.40	2.50%
Estimates for bulk orders (to deduct from final cost when order place	8.00	8.20	2.50%
Photo facsimile (when scanning not possible)	5.00	5.10	2.00%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17	Fee 2017/18	Increase	per hour excess 2016/17	Fee 2017/18	Increase
	£	£	%	£	£	%
THE CENTRAL THEATRE						
SCALE A - Concerts and Entertainments						
Auditorium 6.00 p.m - 11.00 p.m						
Daily Minimum Charge						
Monday - Tuesday	2,381.10	2,440.60	2.50%	166.50	170.70	2.52%
Wednesday - Thursday	2,525.50	2,588.60	2.50%	177.40	181.80	2.48%
Friday/Saturday/Sunday	3,080.80	3,157.80	2.50%	247.00	253.20	2.51%
Bank Holidays	4,476.40	4,588.30	2.50%	283.50	290.60	2.50%
Extra Performance	670.00	686.80	2.51%			
Extra Performance (Bank hols)	860.20	881.70	2.50%			
Rehearsal and fit-up rates						
Minimum of 3 hours on non-show days						
Monday - Tuesday	73.80	75.60	2.44%			
Wednesday - Thursday	82.10	84.20	2.56%			
Friday/Saturday/Sunday	109.40	112.10	2.47%			
Bank Holidays	138.80	142.30	2.52%			
Non-returnable deposit	603.70	618.80	2.50%			
Non-returnable deposit (3 days or more)	1,274.30	1,306.20	2.50%			

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17	Fee 2017/18	Increase	per hour excess 2016/17	Fee 2017/18	Increase
	£	£	%	£	£	%
SCALE C (Formerly Scale B)						
(Voluntary Organisations/Registered Charities/Non Commercial Organisations)						
Auditorium 6.00 p.m - 11.00 p.m						
Monday - Tuesday	570.10	584.40	2.51%	110.20	113.00	2.54%
Wednesday - Thursday	615.20	630.60	2.50%	153.90	157.70	2.47%
Friday/Saturday/Sunday	1,223.60	1,254.20	2.50%	177.90	182.30	2.47%
Bank Holidays	1,690.40	1,732.70	2.50%	200.70	205.70	2.49%
Extra Performance	480.00	492.00	2.50%			
Extra Performance (bnk hols)	566.00	580.20	2.51%			
Rehearsal and fit-up rates						
Minimum of 3 hours on non-show days						
Monday - Tuesday	48.10	49.30	2.49%			
Wednesday - Thursday	58.00	59.50	2.59%			
Friday/Saturday/Sunday	90.10	92.40	2.55%			
Bank Holidays	125.70	128.80	2.47%			
Non-returnable deposit	267.70	274.40	2.50%			
Non-returnable deposit (3 days or more)	550.20	564.00	2.51%			

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, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17	Fee 2017/18	Increase	per hour excess 2016/17	Fee 2017/18	Increase
	£	£	%	£	£	%
THE BROOK THEATRE						
SCALE A - Commercial organisations/Non-Voluntary organisations (non-arts based)						
Main Theatre	84.46	86.60	2.53%			
Main Theatre Floor events	60.17	61.70	2.55%			
Mayor's Parlour	26.75	27.40	2.42%			
Studio Room Hire	40.18	41.20	2.54%			
Conference Room	26.75	27.40	2.42%			
Meeting Room	14.56	14.90	2.37%			
Activity Room	10.25	10.50	2.44%			
Large Dance Studio	14.15	14.50	2.51%			
Small Dance Studio	9.33	9.60	2.92%			
Function Room	16.40	16.80	2.44%			
Basement Dance Studio	11.69	12.00	2.70%			
Basement Drama Studio	12.61	12.90	2.32%			
Non-returnable deposit	274.09	280.90	2.49%			
Non-returnable deposit (3 days or more)	547.04	560.70	2.50%			
SCALE B - Professional arts based organisations						
Main Theatre	52.79	54.10	2.49%			
Main Theatre Floor Events	37.62	38.60	2.61%			
Mayor's Parlour	17.63	18.10	2.67%			
Studio Room Hire	25.22	25.80	2.32%			
Conference Room	17.63	18.10	2.67%			
Meeting Room	9.74	10.00	2.70%			
Activity Room	6.77	6.90	2.00%			
Large Dance Studio	9.33	9.60	2.92%			
Small Dance Studio	5.84	6.00	2.70%			
Function Room	12.20	12.50	2.48%			
Basement Dance Studio	9.02	9.20	2.00%			

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17	Fee 2017/18	Increase	per hour excess 2016/17	Fee 2017/18	Increase
	£	£	%	£	£	%
Basement Drama Studio	9.53	9.80	2.81%			
Non-returnable deposit	274.09	280.90	2.49%			
Non-returnable deposit (3 days or more)	547.04	560.70	2.50%			
SCALE C - Amateur arts based organisations						
Main Theatre	31.88	32.70	2.58%			
Main Theatre Floor Events	22.35	22.90	2.48%			
Mayor's Parlour	11.69	12.00	2.70%			
Studio Room Hire	16.91	17.30	2.29%			
Conference Room	11.69	12.00	2.70%			
Meeting Room	6.46	6.60	2.21%			
Activity Room	4.61	4.70	1.90%			
Large Dance Studio	6.36	6.50	2.28%			
Small Dance Studio	4.31	4.40	2.21%			
Function Room	8.10	8.30	2.50%			
Basement Dance Studio	5.74	5.90	2.79%			
Basement Drama Studio	6.36	6.50	2.28%			
Non-returnable deposit	207.87	213.10	2.52%			
Non-returnable deposit (3 days or more)	339.17	347.70	2.51%			

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

CORN EXCHANGE

QUEEN'S HALL

	Includes			Fee 2016/17 £	Fee 2017/18 £	Increase %
	Hall	Bar	Kitchen			
Mon - Thur 9am - 12 midnight	✓	✓	✓	1501.40	1,539.00	2.50%
Mon - Thur 12 noon - 12 midnight	✓	✓	✓	1201.20	1,231.00	2.48%
Mon - Thur 6 p.m. - 12 midnight	✓	✓	✓	600.60	616.00	2.56%
Fri 9am - 12 midnight	✓	✓	✓	1650.00	1,691.00	2.48%
Fri 12 noon - 12 midnight	✓	✓	✓	1320.00	1,353.00	2.50%
Fri 6 p.m. - 12 midnight	✓	✓	✓	660.00	677.00	2.58%
Sat 9am - 12 midnight	✓	✓	✓	1747.50	1,791.00	2.49%
Sat - 6 p.m. - 12 midnight	✓	✓	✓	699.96	717.00	2.43%
Sun 9am - 10.30 p.m.	✓	✓	✓	1320.00	1,353.00	2.50%
Sun 12 noon - 6 p.m.	✓	✓	✓	880.00	902.00	2.50%

Hall Hire Only

Mon - Thur 9 a.m. - 12 noon	✓			165.00	169.00	2.42%
Mon - Thur 1 p.m. - 6 p.m.	✓			275.00	282.00	2.55%
Fri 9 a.m. - 12 noon	✓			195.00	200.00	2.56%
Fri 12 noon - 6 p.m.	✓			325.00	333.00	2.46%
Kitchen hire per booking				150.00	154.00	2.67%
Bar hire per hour				40.00	41.00	2.50%

PRINCES HALL

Hall Hire Only

Prices per hour - Minimum hire - 3 hours

Mon - Thur	✓			42.00	43.00	2.38%
Fri	✓			48.00	49.00	2.08%
Sat - Sun & Bank Holidays	✓			50.00	51.00	2.00%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
PRIVATE SECTOR HOUSING			
Enforcement Activity			
Copy of Notices	6.20	6.40	3.23%
Service of statutory notice	This will be		
Inspections			
Non Statutory Accommodation Inspections	95.00	97.40	2.53%
Licensing of Houses in Multiple Occupation Second or Subsequent Application	950.20	974.00	2.50%
Removed cannot change licence holder - must submit a new application	844.60	865.70	2.50%
Change of manager	98.80	101.30	2.53%
Licence variation	120.70	123.70	2.49%
Licence renewal fee - with no significant changes	356.80	365.70	2.49%
Licence renewal fee - with significant changes	603.90	619.00	2.50%
2nd Reminder Letter for a HMO Licence	35.90	36.80	2.51%
Unlicensed HMO Fine	153.80	157.60	2.47%
HOUSING SOLUTIONS			
Weekly Cost of Temporary Accommodation			
Shared 1 Bed	119.20	119.20	0.00%
1 bed self contained	161.60	161.60	0.00%
2 bed self contained*	186.60	186.60	0.00%
3 bed self contained*	199.90	199.90	0.00%
4 bed self contained*	246.40	246.40	0.00%
5 bed self contained *	327.60	327.60	0.00%
<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	127.60	127.60	0.00%
85 THE BROOK	90.98	90.98	0.00%
87 THE BROOK	90.98	90.98	0.00%

TRAVELLERS PERMANENT ACCOMMODATION

Weekly Rent Per Pitch	65.74	65.74	0.00%
Electricity Pre-paid card Recharged at cost			

Mobile Homes Act 2013

Application for a new licence	320.00	328.00	2.50%
Application for a new licence: per pitch	7.50	7.70	2.67%

Application to transfer or amend an existing licence:

Minor ammendment	125.00	128.10	2.48%
Major ammendment	250.00	256.30	2.52%

Annual Licence Fee (Admin and Monitoring existing site)	25.00	25.60	2.40%
Annual Licence Fee (Admin and Monitoring existing site) per pitch	10.00	10.30	3.00%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

LIBRARIES	Fee 2016/17 £	Fee 2017/18 £	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	1.00	1.00	0.00%
Reservation Fees			
Reservation fee for any book not in stock	3.00	3.00	0.00%
Audio Visual Charges			
New DVD rentals 2 day loan	2.60	2.50	-3.85%
DVD boxed set 2 week loan	5.10	4.00	-21.57%
Console games 1 week loan	4.10	4.00	-2.44%
Language courses - 3 month loans	5.50	6.00	9.09%
All other videos, DVDs, CDs	1.10	1.00	-9.09%
Ticket Replacement Adults	2.50	3.00	20.00%
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	0.20	0.30	50.00%
Colour A4 - per page	0.75	0.75	0.00%
Colour A3 - per page	1.00	1.50	50.00%
Fax Transmissions			
UK	1.20	1.20	0.00%
Europe and North America	2.50	2.60	4.00%
Rest of World	2.50	2.60	4.00%
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	11.00	12.00	9.09%
Outside Library opening hours - per hour	18.00	19.00	5.56%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

CEMETERIES

INTERMENTS. The fee includes preparation and excavation of grave, matting and presentation where required, 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 and a contribution towards cemetery maintenance. The fees do not include removal of any memorial, planting, shrubs, flowers or trees. Applicants must arrange for the removal of anything that has been placed on a purchased grave, at their cost and anything left remaining when digging commences will be disposed. All graves have a maximum coffin size (width and length) than can be accommodated. Where any grave has been pre-purchased alternative arrangements may have to be made for any coffin exceeding these dimensions, which may include purchasing another 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. 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 may refuse any further burial in that grave. Digging will not proceed where an approved memorial has not been removed.

	Fee 2016/17		Fee 2017/18		increase	
	£		£		%	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Not exceeding 1 month (Adult fee is applied to a person under 17 if interred in full sized adult grave.)	0.00	0.00	0.00	0.00	0.00%	0.00%
Interment and attendance fee: 1 month - 4 years (Adult fee is applied to a person under 17 if interred in full sized adult grave.)	0.00	0.00	0.00	0.00	0.00%	0.00%
Interment and attendance fee: 5 - 16 years: max grave length 1.8 m (max coffin length is 1.65m). (Adult fee is applied to a person under 17 if interred in full sized adult grave.)	0.00	0.00	0.00	0.00	0.00%	0.00%
Interment and attendance fee: 17 years and above to single or double depth.	675.00	1,350.00	692.00	1,384.00	2.52%	2.52%
Interment and attendance fee: 17 years and above to treble depth.	730.00	1,460.00	760.00	1,520.00	4.11%	4.11%
Interment and attendance fee: 17 years and above to quadruple depth is special request with minimum 7 working days notice.	1,126.00	2,252.00	1,175.00	2,350.00	4.35%	4.35%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Two full burials undertaken at same time, add to interment fee:	135.00	270.00	138.00	276.00	2.22%	2.22%
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.	140.00	280.00	150.00	300.00	7.14%	7.14%
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.	195.00	390.00	205.00	410.00	5.13%	5.13%
Extra digging for coffins that exceed 26" wide (in total including bar handles etc.) or 78" long add (and where grave is treble depth or more this is doubled):	155.00	310.00	160.00	320.00	3.23%	3.23%
Extra digging etc. to accommodate internal boarding, framework, covers etc. Prices from:	215.00	215.00	220.00	220.00	2.33%	2.33%
Relocation of spoil away from graveside prior to service / interment. Prices from:	215.00	215.00	230.00	220.00	6.98%	2.33%
Saturday Interment - by arrangement - min 8 working days notice and subject to availability: add	555.00	555.00	570.00	570.00	2.70%	2.70%
Saturday Interment of cremated remains - by arrangement - minimum 8 days notice and subject to availability. In addition to interment fees above.	135.00	135.00	138.00	138.00	2.22%	2.22%
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.	80.00	80.00	85.00	85.00	6.25%	6.25%
Less than 3 days notice where additional costs are incurred. Additional costs includes hiring in equipment and providing staff from elsewhere. 'Notice' means that FULL details must be deposited with Bereavement Services before Medway Council will commence making any arrangements and note that it may not be possible to make all necessary arrangements within this shortened timeframe where resources are unavailable.	155.00	155.00	160.00	160.00	3.23%	3.23%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

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. The fee also includes all administration, entries in cemetery registers and plans and a contribution towards cemetery maintenance.

All Rights to Erect are for a maximum period of 30 years, renewable at the fee in place at the time of renewal).

All graves have a maximum coffin size (width and length) than can be accommodated and consideration should be given at the time of purchase as to likely future coffin sizes. Coffins exceeding the available grave space cannot be accepted, even where the grave has been purchased for specific reasons.

	Fee 2016/17		Fee 2017/18		increase	
	£		£		%	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Grave Selection next-in-line	52.00	104.00	55.00	55.00	5.77%	-47.12%
Grave Selection	191.00	191.00	195.00	195.00	2.09%	2.09%
Exclusive Right of Burial (<30") Adult graves 30 years - inc.,, memorial permit/right to erect and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" (if insufficient, then two graves must be purchased) add £175.00 resident, £350.00 non resident	750.00	1,500.00	769.00	1,538.00	2.53%	2.53%
Exclusive Right of Burial (<30") Adult graves 50 years - inc.,, memorial permit/right to erect and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" (if insufficient, then two graves must be purchased) add £287.00 resident, £575.00 non resident	1,255.00	2,510.00	1,286.00	2,573.00	2.47%	2.51%
Exclusive Right of Burial (<30") Adult graves 99 years - inc.,, memorial permit/right to erect and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" add £ 537.00 resident, £1075.00 non resident (if insufficient, then two graves must be purchased).	2,505.00	5,010.00	2,600.00	5,135.00	3.79%	2.50%
Pre Purchased Exclusive Right of Burial (<30") Adult graves 30 years - inc.,, memorial permit/right to erect and selection fee and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" add £246.00 resident, £492.00 non resident (if insufficient, then two graves must be purchased).	1,055.00	2,110.00	1,081.00	2,163.00	2.46%	2.51%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Pre Purchased Exclusive Right of Burial (<30") Adult graves 50 years - inc.,, memorial permit/right to erect and selection fee and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" add £425.00 resident, £850.00 non resident (if insufficient, then two graves must be purchased).	1,805.00	3,610.00	1,850.00	3,700.00	2.49%	2.49%
Pre Purchased Exclusive Right of Burial (<30") Adult graves 99 years - inc.,, memorial permit/right to erect and selection fee and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" add £625.00 resident, £1250.00 non resident (if insufficient, then two graves must be purchased) .	2,875.00	5,750.00	3,100.00	5,894.00	7.83%	2.50%
Child graves 6' x 3' : 99 years inc.,, memorial permit/right to erect	850.00	1,700.00	871.00	1,743.00	2.47%	2.53%
Cremated remains grave (3' x 3') 30 years inc.,, memorial permit, the right to erect and selection	515.00	1,030.00	528.00	1,056.00	2.52%	2.52%
Cremated remains grave (3' x 3') 50 years inc.,, memorial permit the right to erect and selection	844.00	1,688.00	865.00	1,730.00	2.49%	2.49%
Cremated remains grave (3' x 3') 99 years inc.,, memorial permit, the right to erect and selection	1,275.00	2,550.00	1,307.00	2,614.00	2.51%	2.51%
Woodland Interment of cremated remains (no tree) includes exclusive right of burial (99 years) and interment fee	800.00	1,600.00	820.00	1,640.00	2.50%	2.50%
Woodland Burial fee - includes exclusive right of burial (99 years) - interment fee and memorial tree	1,625.00	3,250.00	1,666.00	3,331.00	2.52%	2.49%
Pre Purchased fee Woodland Burial (99 years) includes memorial tree separate interment fee will apply at time of burial	1,625.00	3,250.00	1,666.00	3,331.00	2.52%	2.49%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

CEMETERY MISCELLANEOUS

	Fee 2016/17		Fee 2017/18		increase	
	£		£		%	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Use of Cemetery Chapel (Duration of Service: 45 minutes).	80.00	80.00	85.00	85.00	6.25%	6.25%
Children - use of Cemetery Chapel 0-4 years (Duration of Service:45 mins)	0.00	0.00	0.00	0.00	0.00%	0.00%
Private Use of Cemetery Chapel	100.00	100.00	103.00	103.00	3.00%	3.00%
Re-open walled grave - from:	260.00	260.00	270.00	270.00	3.85%	3.85%
Exhumation – from:	1,125.00	1,125.00	1,155.00	1,155.00	2.67%	2.67%
Exhumation of cremated remains – from:	370.00	370.00	370.00	370.00	0.00%	0.00%
Grave identification and photograph	37.00	37.00	40.00	40.00	8.11%	8.11%
Family maintained grave notice	20.00	20.00	25.00	25.00	25.00%	25.00%
Transfer of right of exclusive burial and duplicate EROB's (Transfer to spouse - deduct £20.00)	54.00	54.00	55.00	55.00	1.85%	1.85%
Alterations to Deeds	37.00	37.00	38.00	38.00	2.70%	2.70%
Genealogical Search fee per surname and subject to date of Register entry (assisted searches extra)	10.00	10.00	10.00	10.00	0.00%	0.00%
Marking / identification of grave prior to visit - special request (min 5 days notice)	16.00	16.00	16.00	16.00	0.00%	0.00%
Extension to EROB's, per 5 year period - max 30 years	115.00	230.00	115.00	230.00	0.00%	0.00%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

CEMETERY LEASED MEMORIALS

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.*

Eco-surround' Adult (supply and fix) 1 year hire	133.00	133.00	136.00	136.00	2.26%	2.26%
Eco-surround' Child (supply and fix) 1 year hire	128.00	128.00	131.00	131.00	2.34%	2.34%
Eco-surround' Cremated Remains (supply and fix) 1 year hire	128.00	128.00	131.00	131.00	2.34%	2.34%
Eco-surround' Adult (supply and fix) 5 year hire	176.00	176.00	180.00	180.00	2.27%	2.27%
Eco-surround' Child (supply and fix) 5 year hire	147.00	147.00	151.00	151.00	2.72%	2.72%
Eco-surround' Cremated Remains (supply and fix) 5 year hire	161.00	161.00	165.00	165.00	2.48%	2.48%
Eco surround Renewal of lease 1 year	41.00	41.00	42.00	42.00	2.44%	2.44%
Eco surround Renewal of lease 5 years	64.00	64.00	66.00	66.00	3.13%	3.13%
Wooden Cross (and other temporary marker) 1 year permit	17.00	17.00	17.00	17.00	0.00%	0.00%
Wooden Cross (and other temporary marker) 5 year permit	53.00	53.00	54.00	54.00	1.89%	1.89%
Woodland burial plaques (10 years).	208.00	208.00	213.00	213.00	2.40%	2.40%
Woodland burial plaque - extension of lease	127.00	127.00	130.00	130.00	2.36%	2.36%
Bench dedications new and renewal (subject to availability)	1,300.00	1,300.00	1,333.00	1,333.00	2.54%	2.54%
Bench dedications Extension of lease 10 years	905.00	905.00	928.00	928.00	2.54%	2.54%
Bench dedications Extension of lease 5 years	454.00	454.00	465.00	465.00	2.42%	2.42%

CEMETERY MEMORIAL PERMITS. *Includes issue of permit, installation inspection and safety inspections during the 30 periods that the Rights to maintain a grave are in place*

Permit for a cleaning, planted areas etc.	0.00	0.00	0.00	0.00	0.00%	0.00%
30 Year Permit for Small Inscribed vase or tablet (less than 12", 300mm)	95.00	95.00	97.00	97.00	2.11%	2.11%
Additional Inscriptions (no charge if undertaken in-situ and memorials not removed or detached from grave)	95.00	95.00	97.00	97.00	2.11%	2.11%
30 Year Permit for the erection of a memorial/headstone 12" or larger	190.00	190.00	195.00	195.00	2.63%	2.63%
30 Year Permit for the erection of full kerbs and cover slabs.	270.00	270.00	277.00	277.00	2.59%	2.59%
30 Year Permit for Memorial/headstone with full kerbs	435.00	435.00	446.00	446.00	2.53%	2.53%
30 Year Permit for Small kerbs (lawn section/cremated remains) and cover slabs	240.00	240.00	246.00	246.00	2.50%	2.50%
30 Year Permit Memorial/headstone with small kerbs	343.00	343.00	352.00	352.00	2.62%	2.62%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

CREMATORIUM

CREMATION FEE. *The Cremation fee includes contributions towards the environmental protection fund and the environmental surcharge, all Medical Referee Fees, use of the*

	Fee 2016/17 £	Fee 2017/18 £	increase %
	Resident and Non Resident	Resident and Non Resident	Resident and Non Resident
Adult cremation. The 9.00am and 9.30am services deduct £75.00. Late cremation after 15.30pm add £40.00, (by arrangement only)	627.00	650.00	3.67%
Adult Saturday Cremation - subject to availability. Includes facilities to witness the charging of the coffin.	745.00	770.00	3.36%
16 and under Saturday Cremation - subject to availability. Includes facilities to witness the charging of the coffin.	215.00	215.00	0.00%
NO SERVICE Cremation at 8:15am. This provides for a cremation only together with the strewing of cremated remains in the Gardens (where the family are not in attendance) and where required a Certificate of Disposal and cardboard cremated	390.00	400.00	2.56%
Joint service/cremations - 2 adults (includes Medway container) - 45 Minute service	875.00	897.00	2.51%
Witness Coffin being committed into Cremator (Services after 9.30 am)	25.00	25.00	0.00%
Extra costs for Service Overrun from:	35.00	36.00	2.86%
NVF, Stillborn and children up to 4 years	0.00	0.00	0.00%
Child 5 to 16 years	0.00	0.00	0.00%

CREMATORIUM MISCELLANEOUS

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Temporary Storage of Remains - per month - (min period of storage = 3 months, payable in advance)	30.00
Cancellation within 48 hours of booked service (Postponement - no charge)	110.00
Receiving cremated remains from elsewhere	54.00
Witnessing Strewing (Up to 2 deceased, add £5.00 per person thereafter)	30.00
Family Led Strewing, previously referred to as Silent strewing, - silent disposal of cremated remains (up to 2 deceased, add £5.00 per person thereafter)	20.00
Additional Medway Container (Medway black scatter tube add £8.00)	12.00
Metal Urn (with cremation)	26.00
Additional Metal Urn	37.00
Additional Chapel Time/Memorial Service	133.00
Administration charge to cover requests for information, alterations etc. to records.	16.00
Additional or replacement Certified Extract, label or other proof of cremation	26.00
Wesley recording of service - includes 1 CD	36.00
Wesley recording of service -additional CD	17.00

31.00
113.00
55.00
31.00
21.00
12.00
27.00
38.00
136.00
16.00
27.00
37.00
17.00

3.33%
2.73%
1.85%
3.33%
5.00%
0.00%
3.85%
2.70%
2.26%
0.00%
3.85%
2.78%
0.00%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

CREMATORIUM MEMORIALS

Book of Remembrance - includes 1 swipe card

	Fee 2016/17 £	Fee 2017/18 £	increase %
	Resident and Non Resident	Resident and Non Resident	Resident and Non Resident
2 Line Entry	70.00	72.00	2.86%
5 Line Entry	128.00	131.00	2.34%
8 Line Entry	164.00	168.00	2.44%
5 Line Entry with motif	180.00	185.00	2.78%
8 Line Entry with motif	207.00	212.00	2.42%
Additional screens of text, motif, pictures etc. for digital book of remembrance (per screen)	45.00	46.00	2.22%
Additional swipe card for digital book of remembrance (existing entries)	18.00	18.00	0.00%

Book of Remembrance for Babies - includes 1 swipe card

Charge Per Line	16.00	16.00	0.00%
Charge For Motif	58.00	59.00	1.72%
Additional screens of text, motif, pictures etc., for digital book of remembrance (per screen)	45.00	46.00	2.22%
Additional swipe card for digital book of remembrance (existing entries)	18.00	18.00	0.00%

Miniature Books - Existing books only

Each Additional Line	21.00	22.00	4.76%
All Crests/Motifs	58.00	59.00	1.72%
Postage and Packaging of books - Studio Returns	11.00	11.00	0.00%

Memorial Plaques - 10 years

Perspex garden plaque - new and renewal	165.00	169.00	2.42%
Perspex plaque - replacement or alteration to existing plaque including additional name	65.00	67.00	3.08%
Granite garden plaque	218.00	223.00	2.29%
Granite garden plaque - replacement or alteration to existing plaque including additional name	109.00	112.00	2.75%

Bronze Wall Plaques 5 -10 year lease - walls by chapel of meditation subject to availability

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Bronze wall plaque - extension of lease 10 years, no new plaque	170.00
Bronze wall plaque - extension of lease 5 years, no new plaque	85.00
Replacement or alteration to existing plaque including additional name	150.00

174.00
87.00
154.00

2.35%
2.35%
2.67%

Floris Wall Plaques 5- 10 year lease - Walls by chapel of meditation. Subject to availability

Floris Plaque inscription only [10 years]	260.00
Floris Plaque with engraved motif (design available on request) [10 years]	285.00
Floris Plaque with ceramic motif/photo [10 years]	345.00
Replacement or alteration to existing plaque including additional name	185.00
Extension of lease - new 10 year existing plaque used	210.00
Extension of lease - new 5 year existing plaque used	105.00
Floris Plaque inscription only [5 years]	165.00
Floris Plaque with engraved motif (design available on request) [5Years]	190.00
Floris Plaque with ceramic motif/photo [5 years]	250.00

267.00
292.00
354.00
190.00
215.00
108.00
169.00
195.00
256.00

2.69%
2.46%
2.61%
2.70%
2.38%
2.86%
2.42%
2.63%
2.40%

Granite Wall Plaques 5-10 year lease - Subject to availability

Granite wall plaque inscription only [10 years]	260.00
Granite wall plaque inscription and engraved motif [10 years]	285.00
Granite wall plaque with inscription and photo [10 years]	345.00
Granite wall plaque inscription only - replacement [10 years]	195.00
Granite wall plaque inscription and engraved motif - replacement (design available on request)	220.00
Granite wall plaque with photo - replacement 10 years	300.00
Extension of lease (10 years) without refurbishment	130.00
Extension of lease (5 years) without refurbishment	65.00
Granite wall plaque inscription only [5 years]	170.00
Granite wall plaque inscription and engraved motif [5 years]	195.00
Granite wall plaque with inscription and photo [5 years]	255.00
Granite wall plaque with photo - replacement 5 years	

267.00
292.00
354.00
200.00
226.00
308.00
133.00
67.00
174.00
200.00
261.00
0.00

2.69%
2.46%
2.61%
2.56%
2.73%
2.67%
2.31%
3.08%
2.35%
2.56%
2.35%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

	Fee 2016/17 £	Fee 2017/18 £	increase %
	Resident and Non Resident	Resident and Non Resident	Resident and Non Resident
Benches - 5-10 year lease - (12" x 2½" plaque) 10 year lease various locations around the grounds subject to availability			
Extension of lease 10 years	905.00	928.00	2.54%
Extension of lease 5 years	455.00	466.00	2.42%
Additional Perspex Plaque	50.00	51.00	2.00%
Additional Bronze Plaque	150.00	154.00	2.67%
Replacement or alteration to existing Perspex plaque including additional name	50.00	51.00	2.00%
Replacement or alteration to existing bronze plaque including additional name	150.00	154.00	2.67%
Bench vases	29.00	30.00	3.45%
Shared Benches - (5" x 3" plaque) 10 year lease various locations around the grounds subject to availability			
Shared bench Perspex plaque [10 years]	178.00	182.00	2.25%
Shared bench Perspex plaque - replacement or alteration to existing plaque including additional name	65.00	67.00	3.08%
Shared bench Perspex plaque [10 Years extension no new plaque]	150.00	154.00	2.67%
Shared bench Perspex plaque [5 Years extension no new plaque]	80.00	82.00	2.50%
Shared bench Perspex plaque [5 Years]	120.00	123.00	2.50%
Chapel Chair - both chapels, east - blue and west - pink			
Chapel Chair additional plaque (Special requests only)	65.00	67.00	3.08%
Replacement chapel chair plaque (Special requests only)	65.00	67.00	3.08%
Columbaria & Granite Niche - 5- 10 year lease subject to availability			
Columbaria Motifs extra (subject to design) – includes first 80 characters [10 years]	1,099.00	1,120.00	1.91%
Columbaria - extension of lease 10 years with refurbishment	949.00	973.00	2.53%
Columbaria - extension of lease 10 years without refurbishment	539.00	552.00	2.41%
Columbaria - extension of lease 5 years without refurbishment	419.00	429.00	2.39%
Columbaria - extension of lease 5 years with refurbishment	630.00	646.00	2.54%
Granite Niche - new [10 years]	1,034.00	1,060.00	2.51%
Granite Niche - extension of lease 10 years with refurbishment	839.00	860.00	2.50%
Granite Niche - extension of lease 10 years without refurbishment	699.00	716.00	2.43%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Granite Niche - extension of lease 5 years without refurbishment	364.00
Granite Niche - extension of lease 5 years refurbishment	539.00
Columbaria inscriptions (price per character after the first 80)	2.50
Columbaria Motif (from standard catalogue). Prices from:	124.00
Columbaria Motif (own design supplied). Prices from:	139.00
Columbaria Motif/photo (1 face) on ceramic (portrait)	169.00
Columbaria photo (2 faces) on ceramic (landscape)	179.00
Replacement Plate for columbaria - includes 80 characters	174.00
Additional Inscription to Columbaria - includes 80 characters	154.00
Postage and packing of columbaria plates - Courier	47.00
Columbaria Motifs extra (subject to design) – includes first 80 characters [5 years]	699.00
Columbaria - extension of lease 5 years with refurbishment on list twice	549.00

373.00
552.00
3.00
127.00
142.00
173.00
183.00
178.00
158.00
48.00
716.00
563.00

2.47%
2.41%
20.00%
2.42%
2.16%
2.37%
2.23%
2.30%
2.60%
2.13%
2.43%
2.55%

Wall Columbaria - 5- 10 year lease chapel of meditation walls 4 & 5 subject to availability

Wall Columbaria without/with own motif [10 years]	500.00
Wall Columbaria - replacement	120.00
Wall Columbaria without/with/own motif [5 Years]	325.00
Wall Columbaria 5 year renewal	222.00
Wall Columbaria 10 year renewal	415.00

513.00
123.00
333.00
228.00
425.00

2.60%
2.50%
2.46%
2.70%
2.41%

Granite Flower Kerbs - 5 - 10 year lease (RWA Glades 32 & 38) subject to availability

Granite Flower Kerb both colours [10 years]	480.00
Granite Flower Kerb both colours extension of lease 10 years with refurbishment	445.00
Granite Flower Kerb both colours extension of lease 10 years without refurbishment	395.00
Granite Flower Kerb both colours extension of lease 5 years without refurbishment	197.00
Granite Flower Kerb replacement both colours	133.00
Granite Flower Kerb both colours [5 Years]	330.00
Granite Flower Kerb both colours extension of lease 5 years with refurbishment	270.00

492.00
456.00
405.00
202.00
136.00
338.00
277.00

2.50%
2.47%
2.53%
2.54%
2.26%
2.42%
2.59%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

	Fee 2016/17 £	Fee 2017/18 £	increase %
	Resident and Non Resident	Resident and Non Resident	Resident and Non Resident
<u>Mushrooms</u> - 5-10 year lease (glades 5 & 18, Podkin and 2 area's of bluebell walk)			
Mushroom Plaque 10 years	259.00	265.00	2.32%
Mushroom Plaque 5 years	180.00	185.00	2.78%
Replacement Mushroom Plaque	93.00	95.00	2.15%
Extension of lease 10 year without refurbishment	170.00	174.00	2.35%
Extension of lease 10 year with refurbishment	209.00	214.00	2.39%
Extension of lease 5 years without refurbishment	65.00	70.00	7.69%
Extension of lease 5 years with refurbishment	95.00	100.00	5.26%
Change from painted to gilded during dedication period	44.00	46.00	4.55%
Re-paint / Re-guild due to deterioration where refurbishment option not taken	24.00	28.00	16.67%

Dedicated roses - 5-10 year lease

Standard rose tree with plaque on stem [10 years]	295.00	302.00	2.37%
Standard rose tree replacement plaque	73.00	75.00	2.74%
Standard rose tree additional plaque (maximum of 3 plaques in total)	73.00	75.00	2.74%
Standard rose tree with plaque on stem [5 Years extension]	190.00	195.00	2.63%
Standard rose tree with plaque on stem [5 Years]	220.00	226.00	2.73%
Standard rose tree with plaque on stem [10 Years extension]		267.00	

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Bluebell Memorials - 5- 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 [10 years]	1,040.00
Single memorial - (stand alone) inclusive of ceramic picture if required [10 years]	1,190.00
Single memorial - (left or right of a pair) inclusive of ceramic picture if required [5 Years]	580.00
Single memorial - (stand alone) inclusive of ceramic picture if required [5 Years]	650.00
Double memorial - (a pair) inclusive of ceramic picture if required [10 years]	2,065.00
Double memorial - (a pair) inclusive of ceramic picture if required [5 Years]	1,100.00
Single memorial renewal 10 years with refurbishment	850.00
Single memorial renewal 5 years with refurbishment	525.00
Single memorial renewal 10 years no refurbishment	775.00
Single memorial renewal 5 years (no refurbishment)	475.00
Double memorial 10 Years with refurbishment - Renewal	880.00
Double memorial 5 years with refurbishment - Renewal	555.00
Double memorial 10 Years no refurbishment - Renewal	850.00
Double memorial 5 Years no refurbishment - Renewal	525.00
Replacement plate with or without photo (during first year of lease only)	159.00

1,066.00
1,220.00
595.00
666.00
2,117.00
1,128.00
871.00
538.00
794.00
487.00
902.00
569.00
871.00
538.00
163.00

2.50%
2.52%
2.59%
2.46%
2.52%
2.55%
2.47%
2.48%
2.45%
2.53%
2.50%
2.52%
2.47%
2.48%
2.52%

Granite Book - 5- 10 year lease (6" x 4" plaque) entrance to glade 16 subject to availability

Granite Book Plaque [10 years]	255.00
Granite Book Replacement Plaque	105.00
Granite Book Plaque [5 Years no refurbishment]	180.00
Granite Book Plaque	255.00
Granite Book Replacement Plaque	105.00

261.00
108.00
185.00
261.00
108.00

2.35%
2.86%
2.78%
2.35%
2.86%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

	Fee 2016/17 £	Fee 2017/18 £	increase %
	Resident and Non Resident		
Sundial - 5 -10 year lease subject to availability			
Small plaque [10 years]	238.00	244.00	2.52%
Medium Plaque [10 years]	248.00	254.00	2.42%
Large Plaque [10 years]	260.00	267.00	2.69%
Replacement plaque (all sizes)	100.00	103.00	3.00%
Extension of lease - 10 years without refurbishment	154.00	158.00	2.60%
Extension of lease - 5 years without refurbishment	77.00	79.00	2.60%
Extension of lease - 10 years with refurbishment	190.00	195.00	2.63%
Extension of lease - 5 years with refurbishment	137.00	140.00	2.19%
Small plaque [5 Years]	158.00	162.00	2.53%
Medium plaque [5 Years]	168.00	172.00	2.38%
Large plaque [5 Years]	180.00	185.00	2.78%

Babe in hand - 5-10 year lease

Small plaque 10 years	234.00	240.00	2.56%
Medium Plaque 10 years	244.00	250.00	2.46%
Large Plaque 10 years	254.00	260.00	2.36%
Small plaque 5 years NEW	177.00	181.00	2.26%
Medium Plaque 5 years NEW	172.00	176.00	2.33%
Large Plaque 5 years NEW	167.00	171.00	2.40%
Replacement plaque (all sizes)	92.00	94.00	2.17%
Extension of lease (all sizes) 10 years without refurbishment	154.00	158.00	2.60%
Extension of lease (all sizes) 5 years without refurbishment	92.00	94.00	2.17%
Extension of lease (all sizes) 5years with refurbishment	150.00	154.00	2.67%
Extension of lease (all sizes) 10 years with refurbishment	190.00	195.00	2.63%

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

Other charges

Postage for garden plaques	10.00
Postage for larger plaques i.e. kerbs NEW	
Arrange funeral under Public Health (Control of Disease) Act 1984, including full property search. From:	520.00
Arrange funeral under Public Health (Control of Disease) Act 1984. From :	215.00

10.00
25.00
535.00
225.00

0.00%
2.88%
4.65%

Other memorials and services available subject to demand and availability. Fees determined as necessary if new products introduced during year.

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

	Fee 2016/17	Fee 2017/18	Increase (%)
	£	£	
Medway Register Office			
ALL CEREMONIES - APPROVED PREMISES			
Booking Deposit (additional to Ceremony Fee - non refundable)	50.00	55.00	10.00%
Cancellation fee	50.00	55.00	10.00%
Monday to Friday	440.00	445.00	1.14%
Saturday	515.00	520.00	0.97%
Sunday and Bank Holidays	550.00	550.00	0.00%
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)	50.00	55.00	10.00%
Cancellation fee	50.00	55.00	10.00%
Monday to Friday	170.00	170.00	0.00%
Saturday	215.00	220.00	2.33%
Sunday and Bank Holidays	260.00	260.00	0.00%
Handling Fees for bookings on behalf of other premises			
Personal Citizenship Ceremonies	150.00	200.00	33.33%
Initial licensing/Renewal of a venue	1800.00	1,800.00	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%
Name Change	35	35.00	0.00%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Community Interpreting Service (CIS)

Translation Charges

Translation can be delivered electronically, by fax or as a hard copy.

All prices are excluding VAT

Language	Fee 2016/17		Fee 2017/18		Increase in Rate / 1,000 words	Increase in Minimum 200 words
	All Documents		All Documents			
	Rate/ 1000 words	Minimum 200 words	Rate/ 1000 words	Minimum 200 words		
	£	£	£	£	%	%
Albanian	142.00	41.00	146.00	42.00	2.8%	2.4%
Arabic	160.00	46.00	164.00	47.00	2.5%	2.2%
Bengali	160.00	36.00	164.00	37.00	2.5%	2.8%
Bosnian/Serbo-Croat	160.00	52.00	164.00	53.00	2.5%	1.9%
Chinese	160.00	41.00	164.00	42.00	2.5%	2.4%
Czech	160.00	52.00	164.00	53.00	2.5%	1.9%
Danish	178.00	52.00	182.00	53.00	2.2%	1.9%
Dutch	178.00	POA	182.00	POA	2.2%	0.0%
Farsi/Persian	160.00	46.00	164.00	47.00	2.5%	2.2%
French	142.00	36.00	146.00	37.00	2.8%	2.8%
German	142.00	36.00	146.00	37.00	2.8%	2.8%
Greek	160.00	36.00	164.00	37.00	2.5%	2.8%
Gujarati	160.00	36.00	164.00	37.00	2.5%	2.8%
Hindi	160.00	36.00	164.00	37.00	2.5%	2.8%
Hungarian	160.00	POA	164.00	POA	2.5%	0.0%
Italian	142.00	36.00	146.00	37.00	2.8%	2.8%
Japanese	178.00	62.00	182.00	64.00	2.2%	3.2%
Kurdish Kurmanji	178.00	57.00	182.00	58.00	2.2%	1.8%
Kurdish Sorani	178.00	57.00	182.00	58.00	2.2%	1.8%
Latvian	160.00	52.00	164.00	53.00	2.5%	1.9%

Community Interpreting Service (CIS)

Language	Fee 2016/17		Fee 2017/18		Increase in Rate / 1,000 words	Increase in Minimum 200 words
	All Documents		All Documents			
	Rate/ 1000 words	Minimum 200 words	Rate/ 1000 words	Minimum 200 words		
	£	£	£	£	%	%
Lithuanian	160.00	52.00	164.00	53.00	2.5%	1.9%
Nepalese	178.00	57.00	182.00	58.00	2.2%	1.8%
Polish	142.00	36.00	146.00	37.00	2.8%	2.8%
Punjabi	160.00	36.00	164.00	37.00	2.5%	2.8%
Portuguese	142.00	46.00	146.00	47.00	2.8%	2.2%
Pashto	160.00	41.00	164.00	42.00	2.5%	2.4%
Romanian	160.00	52.00	164.00	53.00	2.5%	1.9%
Russian	142.00	41.00	146.00	42.00	2.8%	2.4%
Slovak	160.00	46.00	164.00	47.00	2.5%	2.2%
Somali	142.00	41.00	146.00	42.00	2.8%	2.4%
Spanish	160.00	52.00	164.00	53.00	2.5%	1.9%
Swahili	160.00	52.00	164.00	53.00	2.5%	1.9%
Tamil	160.00	41.00	164.00	42.00	2.5%	2.4%
Thai	178.00	41.00	182.00	42.00	2.2%	2.4%
Turkish	142.00	36.00	146.00	37.00	2.8%	2.8%
Ukrainian	160.00	41.00	164.00	42.00	2.5%	2.4%
Vietnamese	142.00	36.00	146.00	37.00	2.8%	2.8%
Urdu	160.00	36.00	164.00	37.00	2.5%	2.8%

Other languages available on request

Community Interpreting Service (CIS)

Face to Face Interpreting Charges - External

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

	Fee 2016/17				Fee 2017/18				Travel Time Increase	Interpreting Time Increase
	Travel Time Per Hour	Interpreting Per Hour	Mileage Per Mile	Parking Fees	Travel time	Interpreting	Mileage Per Mile	Parking Fees		
	£	£	£	£	£	£	£	£		
Mon-Fri 8am-8pm	18.00	30.00	0.40	As incurred	18.00	30.80	0.40	As incurred	0.0%	2.7%
Mon-Fri 8pm-8am	18.00	45.00	0.40	As incurred	18.00	46.10	0.40	As incurred	0.0%	2.4%
Saturdays	18.00	45.00	0.40	As incurred	18.00	46.10	0.40	As incurred	0.0%	2.4%
Sundays & Bank Holidays	18.00	60.00	0.40	As incurred	18.00	61.50	0.40	As incurred	0.0%	2.5%
Legal Aid prescribed rates	18.66	28.00	0.40	As incurred	18.66	28.70	0.40	As incurred	0.0%	2.5%

Face to Face Interpreting Charges - Internal

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

	Fee 2016/17				Fee 2017/18				Travel Time Increase	Interpreting Time Increase
	Travel Time Per Hour	Interpreting Per Hour	Mileage Per Mile	Parking Fees	Travel time	Interpreting	Mileage Per Mile	Parking Fees		
	£	£	£	£	£	£	£	£		
Mon-Fri 8am-8pm	11.00	30.00	0.40	As incurred	11.00	30.80	0.40	As incurred	0.0%	2.7%
Mon-Fri 8pm-8am	11.00	45.00	0.40	As incurred	11.00	46.10	0.40	As incurred	0.0%	2.4%
Saturdays	11.00	45.00	0.40	As incurred	11.00	46.10	0.40	As incurred	0.0%	2.4%
Sundays & Bank Holidays	11.00	60.00	0.40	As incurred	11.00	61.50	0.40	As incurred	0.0%	2.5%

Community Interpreting Service (CIS)

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*

Mon-Fri 8am-8pm

Mon-Fri 8pm-8am

Saturdays

Sundays & Bank Holidays

**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.*

Fee 2016/17				Fee 2017/18				Increase In First 15 Minutes	Increase In Every 15 Minutes Thereafter
First 15 Minutes	Every 15 Minutes There-after	Utility Charge - Landline Per Minute	Utility Charge - Mobile Per Minute	First 15 Minutes	Every 15 minutes There-after	Utility Charge - Landline Per Minute	Utility Charge - Mobile Per Minute		
£	£	£	£	£	£	£	£	%	%
19.50	19.50	0.10	0.30	20.00	20.00	0.10	0.30	2.6%	2.6%
29.25	29.25	0.10	0.30	30.00	30.00	0.10	0.30	2.6%	2.6%
29.25	29.25	0.10	0.30	30.00	30.00	0.10	0.30	2.6%	2.6%
35.00	35.00	0.10	0.30	35.90	35.90	0.10	0.30	2.6%	2.6%

Community Interpreting Service (CIS)

Cancellation Charges

	Fee 2016/17	
	Cancelled Within 24 Hours	Did Not Proceed as booked
	£	£
Face to face Interpreting - minimum of 30 mins, maximum of 1 hour - per hour	30.00	30.00
Telephone interpreting - minimum of 30 mins - per hour	19.50	19.50
Travel - per hour	0.00	18.00
Mileage - per mile	0.00	0.40
Expenses	0.00	As incurred

Fee 2017/18	
Cancelled Within 24 Hours	Did Not Proceed as booked
£	£
30.00	30.80
19.50	20.00
0.00	18.00
0.00	0.40
0.00	As incurred

Increase cancelled within 24 hours	Increase - Did not proceed as booked
%	%
0.0%	2.7%
0.0%	2.6%
	0.0%
	0.0%

REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

Medway Adult Education

Academic Year Charges (from 1 August 2016)

	Course fees (full) 2016/17 £	Course fees (concessionary 75%) 2016/17 £	Course fees (full) 2017/18 £	Course fees (concessionary 75%) 2017/18 £	Increase %	Increase %
Adult Skills Courses						
<i>Academic Year £ (per hour excluding registration fee):</i>	3.17	2.38	3.25	2.44	2.50%	2.50%
<i>20 guided learning hours including registration fee</i>	73.40	57.60	75.99	59.79	3.53%	3.80%
<i>40 guided learning hours including registration fee</i>	136.80	105.20	140.97	108.58	3.05%	3.21%
<i>60 guided learning hours including registration fee</i>	200.20	152.80	205.96	157.37	2.88%	2.99%
<i>80 guided learning hours including registration fee</i>	263.60	200.40	270.94	206.16	2.78%	2.87%
Community Learning Courses						
<i>Academic Year £ (per hour excluding registration fee):</i>	3.33	2.50	3.41	2.56	2.50%	2.50%
<i>3 guided learning hours including registration fee</i>	15.99	13.50	17.23	14.68	7.75%	8.74%
<i>10 guided learning hours including registration fee</i>	41.30	33.00	43.10	34.60	4.36%	4.85%
<i>20 guided learning hours including registration fee</i>	76.60	60.00	79.20	62.20	3.39%	3.67%
<i>40 guided learning hours including registration fee</i>	143.20	110.00	147.40	113.40	2.93%	3.09%
<i>60 guided learning hours including registration fee</i>	209.80	160.00	215.60	164.60	2.76%	2.88%
Drawing and painting, pottery, ceramics, dressmaking and stained glass courses						
<i>Academic Year £ (per hour excluding registration fee):</i>	3.33	2.50	3.50	2.62	5.00%	5.00%
<i>3 guided learning hours including registration fee</i>	15.99	13.50	17.50	14.86	9.44%	10.07%
<i>10 guided learning hours including registration fee</i>	41.30	33.00	44.00	35.20	6.54%	6.67%
<i>20 guided learning hours including registration fee</i>	76.60	60.00	81.00	63.40	5.74%	5.67%
<i>40 guided learning hours including registration fee</i>	143.20	110.00	151.00	115.80	5.45%	5.27%
<i>60 guided learning hours including registration fee</i>	209.80	160.00	221.00	168.20	5.34%	5.1%
Commercial rate courses (non-SFA funded)						
<i>Academic Year £ (per hour excluding registration fee):</i>	7.35	not applicable	7.72	not applicable	5.00%	not applicable
<i>20 guided learning hours including registration fee</i>	157.00	not applicable	165.35	not applicable	5.32%	not applicable
<i>57.5 guided learning hours including registration fee</i>	432.63	not applicable	454.76	not applicable	5.12%	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.

Lettings

Standard classroom per hour	15.26	15.64	2.50%
ICT suite per hour	42.92	43.99	2.50%

BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
SALE OF AGENDAS			
Annual charge per committee	100.00	100.00	0.00%
PHOTOCOPYING CHARGE			
Admin charge	2.21	2.26	2.50%
Each copy up to 20 copies	0.12	0.12	2.50%
Minimum charge (admin plus one copy)	2.33	2.38	2.50%
Each copy over 20	0.11	0.11	2.50%
REGISTER OF ELECTORS (Statutory)			
Full Register (restricted sales to credit agencies only) as at 1 December			
Full register - paper format	2016/17 fees	2017/18 fees	
Full register - data format	will be	will be	
Edited register - paper format	subject to	subject to	
Edited register - data format	the 2016	the 2017	
	published	published	
	Register	Register	
Postage & packing	25.00	25.63	2.50%
Street Index	15.00	15.38	2.50%
Sale of Medway ward map	15.00	15.38	2.50%
Letter of confirmation on Register of Electors	10.00	10.25	2.50%
Confirmation of "proof of life" for pensions		10.00	new charge

BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. 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 with Standard Search	35.00	35.00	0.00%
Additional parcel of land with CON29 only	15.00	15.00	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	2500.00	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%
Fees in respect of revisions to Con29 that came into force on 4th July 2016			
Part II printed enquiry - Con29O Questions 4 to 21	10.00	10.00	0.00%
Part II printed enquiry - Con29O Question 22 (Common Land and Village Greens)	15.00	15.00	0.00%
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	2.50	0.00%
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	3.00	0.00%
Registration of a charge in Part 11 of the register	70.00	70.00	0.00%
Filing a definitive certificate of the Lands Tribunal under rule 10(3)	15.00	15.00	0.00%
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%
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%

BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
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	25.00	0.00%
Section 6 of the 2006 Act - creation of a right of common resulting in the registration of new common land	No fee	No fee	
Section 6 of the 2006 Act - creation of a right of common over existing common land	100.00	100.00	0.00%
Section 7 of the 2006 Act - variation of a right of common	100.00	100.00	0.00%
Section 8 of the 2006 Act - apportionment of a right of common	100.00	100.00	0.00%
Section 10 of the 2006 Act - attachment of a right of common	No fee	No fee	
Section 11 of the 2006 Act - re-allocation of attached rights	100.00	100.00	0.00%
Section 12 of the 2006 Act - transfer of a right in gross	40.00	40.00	0.00%
Section 13 of the 2006 Act - surrender or extinguishment of a right of common	80.00	80.00	0.00%
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	150.00	0.00%
Section 15A of the 2006 Act; s.15 Growth and Infrastructure Act 2013 - landowner statement	250.00	250.00	0.00%
s.31(6) Highways Act 1980 - joint landowner statements and declarations	350.00	350.00	0.00%
Section 15(1) of the 2006 Act - registration of a new town or village green, other than by the owner	No fee	No fee	
Section 15(8) of the 2006 Act - registration of a new town or village green	No fee	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	No fee	
Section 19 of the 2006 Act - correction, for a purpose described in section 19(2)(b), (c) or (e)	100.00	100.00	0.00%
Section 19 of the 2006 Act - correction, for a purpose described in section 19(2)(d) (Per register unit)	15.00	15.00	0.00%
Schedule 1, paragraph 1(6)(b), to the 2006 Act - severance by transfer to public bodies	80.00	80.00	0.00%
Schedule 1, paragraph 3(7)(b), to the 2006 Act - severance authorised by order	80.00	80.00	0.00%
Schedule 2, paragraph 2 or 3, to the 2006 Act - non-registration of common land or town or village green	No fee	No fee	
Schedule 2, paragraph 4, to the 2006 Act - waste land of a manor not registered as common land	No fee	No fee	
Schedule 2, paragraph 5, to the 2006 Act - town or village green wrongly registered as common land	No fee	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	750.00	0.00%
Schedule 3, paragraph 2 to the 2006 Act: application made during the transitional application period - for any purpose listed	No fee	No fee	

BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
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	190.00	0.00%
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	100.00	0.00%
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	180.00	0.00%
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 purpose)	160.00	160.00	0.00%
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	100.00	0.00%
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	100.00	0.00%
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	180.00	0.00%
LICENSING			
<i>Sex Shop & Sex Cinema</i>			
- New	4,300.00	4,300.00	0.00%
- Renewal and transfer	2,700.00	2,700.00	0.00%
<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%

BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
Street Trading			
Street Trading Consent	280.00	280.00	0.00%
Street Trading Consent – Festivals (per day)	50.00	50.00	0.00%
Scrap Metal			
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%
Hackney Carriage and Private Hire Fees			
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) - 3-year	270.00	270.00	0.00%
Operators Licence B (7-12 vehicles) - 3-year	600.00	600.00	0.00%
Operators Licence C (over 12 vehicles) - 3-year	945.00	945.00	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%

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

BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
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%

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%

BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
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%
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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 licence	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%

Amusement with Prize Machines (Set by Government - No discretion for local authorities)

GAMBLING ACT 2005

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

BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
<i>Application to Vary</i>			
New Small Casino		2,000.00	
New Large Casino		3,000.00	
Regional Casino		4,000.00	
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%
<i>New Premises Application and Applications for Provisional Statement</i>			
New Small Casino		5,000.00	
New Large Casino		7,500.00	
Regional Casino		10,000.00	
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%
<i>Licence Application (Provisional Statement holders)</i>			
New Small Casino		2,000.00	
New Large Casino		3,000.00	
Regional Casino		5,000.00	
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	25.00	25.00	0.00%
Notification of Change of Circumstances	50.00	50.00	0.00%
<i>Application to Transfer/Reinstatement of Licence</i>			
New Small Casino		1,000.00	
New Large Casino		1,500.00	
Regional Casino		3,000.00	
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%

BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
Annual Fee			
New Small Casino		3,000.00	
New Large Casino		5,000.00	
Regional Casino		7,500.00	
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%

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%

BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
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%
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	285.00	292.00	2.46%
- All Others	350.00	359.00	2.57%
Full Day 9am - 5pm			
- Charity/Community Groups	525.00	538.00	2.48%
- All Others	650.00	666.00	2.46%
Evening 6pm - 12 midnight			
- Charity/Community Groups	370.00	379.00	2.43%

BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
- All Others	465.00	477.00	2.58%
Friday, Saturday or Sunday			
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	285.00	292.00	2.46%
- All Others	350.00	359.00	2.57%
Full Day 9am - 5pm			
- Charity/Community Groups	525.00	538.00	2.48%
- All Others	650.00	666.00	2.46%
Evening 6pm - 12 midnight			
- Charity/Community Groups	560.00	574.00	2.50%
- All Others	700.00	718.00	2.57%
Audio Visual Equipment			
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	95.00	97.00	2.11%
- All Others	120.00	123.00	2.50%
Full Day 9am - 5pm			
- Charity/Community Groups	170.00	174.00	2.35%
- All Others	210.00	215.00	2.38%
Evening 6pm - 12 midnight			
- Charity/Community Groups	145.00	149.00	2.76%
- All Others	185.00	190.00	2.70%
Use of Catering Kitchen			
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	38.00	39.00	2.63%
- All Others	48.00	49.00	2.08%
Full Day 9am - 5pm			
- Charity/Community Groups	70.00	72.00	2.86%
- All Others	86.00	88.00	2.33%
Evening 6pm - 12 midnight			
- Charity/Community Groups	92.00	94.00	2.17%
- All Others	115.00	118.00	2.61%

CHILDRENS AND ADULTS DIRECTORATE

	Fee 2016/17	Proposed Fee 2017/18	Increase
	£	£	%
<u>SOCIAL CARE</u>			
<u>Meals Delivery Service</u>			
NB: Income collected directly by supplier who bills for a net amount	4.00	4.00	0.00%
<u>Client Financial Affairs - Charge for Service</u>			
Service user savings			
Under £500		No Charge	
£500 - £2,999.99	No charge	£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)	
<u>Estate Management Work</u>			
Work done on behalf of estate after CFA client passes away	350.00	350.00	0.00%

CHILDRENS AND ADULTS DIRECTORATE

	Fee 2016/17	Proposed Fee 2017/18	Increase
	£	£	%
<u>Parklands</u>			
After School Club (per child per session)	9.25	9.25	0.00%
Half Term (per child per session)	17.50	17.50	0.00%
Easter and Summer Play Schemes (per child per session)	17.50	17.50	0.00%
Saturday Club (per child per session)	17.50	17.50	0.00%
<u>Fostering</u>			
Independent Fostering Agencies/Other Local Authorities foster carer check	51.25	51.25	0.00%
<u>HOME TO SCHOOL/COLLEGE TRANSPORT</u>			
Vacant Seats Payment	600.00	600.00	0.00%