

**REVIEW OF FEES AND CHARGES – SUMMARY OF
RECOMMENDATIONS FROM ADVISORY BOARDS**

Item FP 10/006 referred from Finance and Property Advisory Board minutes of 5 January 2010

**FP
10/006**

REVIEW OF FEES AND CHARGES 2010/11

Consideration was given to the joint report of the Central Services Director and Director of Finance on those fees and charges which fell within the remit of the Cabinet Member for Finance together with any others for which there was no appropriate Advisory Board. In addition the Director of Finance outlined the reasons for applying a discretionary charge for the replacement of lost or misplaced council tax payment cards.

RECOMMENDED: That

(1) the current photocopying charges be retained at £0.10 (inclusive of VAT) for each page of the same document or additional copies of the same page plus postage as appropriate;

(2) the annual charges for agendas and reports supplied via the post be maintained at £45 (inclusive of VAT) for Area Planning Committees and £32 (inclusive of VAT) for all other meetings;

(3) in respect of concessionary travel:

(i) the price to be charged for the companion pass be retained at £10 in 2010/11;

(ii) the charge for replacement of lost passes be retained at £10;

(iii) a £10 contribution towards the Senior Railcard, the Network Card or the Disabled Persons Railcard be continued as an alternative to the free bus travel pass;

(4) in respect of recovery of legal fees payable by third parties, the Council charges continue to follow the rates published by the Secretary of State as set out in paragraph 1.5.1 of the report;

(5) the table of proposed administrative charges for street naming and numbering services set out at paragraph 1.6.3 of the report be adopted with effect from 1 April 2010;

(6) the table of proposed licensing and registration fees set out in Annex 3 to the report be adopted with effect from 1 April 2010;

(7) the legislative changes to the personal search fee be accepted and the proposed scale of fees for local land charges searches and

enquiries set out in the report be adopted with effect from 1 January 2010; and

(8) the current nil charge for a replacement payment card be increased to a discretionary charge of £5 per replacement card.

Item FP 10/007 referred from Finance and Property Advisory Board minutes of 5 January 2010

**FP
10/007**

**REVIEW OF FEES AND CHARGES FOR BUILDING CONTROL
2010/11**

The report of the Director of Planning, Transport and Leisure brought forward for consideration as part of the budget setting process for 2010/11 proposals in respect of those fees and charges relating to Building Control.

RECOMMENDED: That

(1) the Building Control application fees for dwellings and domestic extensions set out in Annex 1 of the report be approved;

(2) the Director of Planning, Transport and Leisure retain the delegated authority, in consultation with the Cabinet Member for Planning and Transportation, to amend the charge in respect of Approved Document P (Electrical Installations) to respond to market conditions; and

(3) the Chief Building Control Officer continue to be authorised to negotiate Building Control application fees for other building works with a value exceeding £1million.

Item LAA 09/070 referred from Leisure and Arts Advisory Board minutes of 15 December 2009

**LAA
09/070**

LEISURE SERVICES - REVIEW OF CHARGES 2010/11

The joint report of the Chief Leisure Officer and the Director of Finance outlined charging proposals in respect of Poulton Wood Golf Centre, Tonbridge Cemetery, Tonbridge Castle Council Chamber and weddings, the Summer Playscheme, pitch hire for Sportsgrounds in Tonbridge and car parking at the Council's two Country Parks. The report concluded that additional estimate income accruing to the Council from the proposed charges would be £29,520. It was noted that proposed charges for the Council's indoor leisure facilities and the Festival of Music and Fireworks were reported separately.

Members were advised that consideration had been given to a range of factors in bringing forward the proposed charges and were reminded that significant concessions were given to specific groups, ensuring

that the Council's leisure facilities were accessible to all. Attention was drawn to the proposed introduction of a joint car parking season ticket for the Haysden and Leybourne Lakes Country Parks, at the existing charge of £25, in liaison with the Council's Car Park Manager.

The Advisory Board recognised the current difficult economic position and welcomed the thought and consideration given to the review of charges, which balanced the need to retain and maximise income where possible against remaining competitive in the market place, being attractive to customers and providing value for money.

RECOMMENDED: That

(1) the proposed charges for Poult Wood Golf Centre, as detailed at Annex 2 of the report, be agreed and implemented with effect from 1 April 2010;

(2) the proposed pitch hire charges for Tonbridge Sportsgrounds, as detailed at Annex 3 of the report, be agreed and implemented with effect from 1 April 2010;

(3) the proposed charges for Tonbridge Cemetery, as detailed at Annex 5 of the report, be agreed and implemented with effect from 1 April 2010;

(4) the proposed charges for Tonbridge Castle Chamber and the associated list of concessionary users, as shown at Annexes 6, 7, and 8 of the report, be approved and implemented from 1 April 2010;

(5) the proposed charges for Weddings in 2011/12 at Tonbridge Castle be agreed as detailed in the report;

(6) the proposed charges for the 2010 Summer Playscheme, as detailed at Annex 10 of the report, be approved;

(7) the proposed charges for car parking at Leybourne Lakes and Haysden Country Parks be approved and implemented from 1 April 2010; and

(8) a joint season ticket for parking at both the Council's country parks be introduced in liaison with the Council's Car Park Manager.

Item LAA 09/071 referred from Leisure and Arts Advisory Board minutes of 15 December 2009

**LAA
09/071**

LEISURE SERVICES BUSINESS UNIT - REVIEW OF CHARGES

The Chief Leisure Officer and Director of Finance outlined the charging proposals in respect of Larkfield Leisure Centre, Angel Centre, Tonbridge Swimming Pool, Tonbridge Farm All Weather Area and Tonbridge Racecourse Sportsground Games Hut. The Board's attention was drawn to the need for the charging proposals to be considered alongside the Leisure Services Business Unit draft revenue estimates which would be reported to the Finance and Property Advisory Board on 5 January 2010.

Members were advised that consideration had been given to the policy objectives stated in the draft Leisure and Arts Strategy 2008-13, market position, trading patterns at each facility, the Leisure Services Business Unit Business Plan and user feedback. Charges at competing public and private sector facilities had also been taken into account. The Board was also reminded of the Leisure Pass Scheme, which enabled financially disadvantaged residents to participate in leisure activities at reduced rates.

It was noted that the current financial year end performance reflected significant rebates and lower charges for utilities, staff savings related to vacant posts and the decision to defer the annual pay award until October 2009. Members were reminded that the Leisure Service Business Unit engaged in significant price promotion activity offering existing and new customers discounted opportunities to use the facilities.

RECOMMENDED: That

(1) the scale of charges with regard to Larkfield Leisure Centre, as set out in Annex 1 of the report, be implemented with effect from 1 April 2010;

(2) the scale of charges with regard to Angel Centre, as set out in Annex 2 of the report, be implemented with effect from 1 April 2010; and

(3) the scale of charges with regard to Tonbridge Swimming Pool, as set out in Annex 3 of the report, be implemented with effect from 1 April 2010.

**Item LEM 09/079 referred from Local Environmental Management
Advisory Board minutes of 24 November 2009**

**LEM
09/079**

**REVIEW OF ENVIRONMENTAL HEALTH SERVICES FEES AND
CHARGES**

Consideration was given to the joint report of the Director of Health and Housing, Director of Finance and Cabinet Member for Environmental Services which proposed fees and charges for the provision of services in respect of food certificates, stray dog redemption fees, household bulky refuse collection, rats and mice and contaminated land monitoring.

RECOMMENDED: That the scale of charges for condemned food certificates, exported food certificates, stray dog redemption fees, contaminated land monitoring, household bulky refuse collection and rats and mice be approved with effect from 1 April 2010 as detailed in the report.

