

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

**Item PE 11/050 referred from Planning and Transportation  
Advisory Board minutes of 16 November 2011**

**PE  
11/050**

**BUILDING REGULATION FEES**

The report recommended an amended charging regime intended to more accurately cover the costs of the fee earning aspects of the Building Control Service provided by the Council.

Members were reminded that fees for planning applications were currently prescribed nationally and that although Government had proposed that a local fee setting regime be introduced, the regulations necessary to enable local authorities to charge a local rate had not yet been published. Members were assured that this would be addressed once the appropriate regulations were in place.

On discretionary fees Members were advised that no increase in charges for pre-application planning advice was recommended and that the charges for document sales were now insignificant and would also be unchanged.

**RECOMMENDED:** That the revised scheme for the Recovery of Building Regulation Charges and Associated Matters and the Charges for Building Control Applications, as set out in Annexes 1 and 2 of the report, be approved and adopted from 23 January 2012. ◀

**Item LEM 11/047 referred from Local Environmental Management  
Advisory Board minutes of 22 November 2011**

**LEM  
11/047**

**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 enquiries.

**RECOMMENDED:** That the scale of charges for condemned food certificates, exported food certificates, contaminated land enquiries, sampling private water supplies, stray dog redemption, household bulky refuse collection and rats and mice be approved with effect from 1 April 2012 as detailed in the report. ◀

**Item LAA 11/055 referred from Leisure and Arts Advisory Board minutes of 12 December 2011**

**LAA  
11/055**

**LEISURE SERVICES - REVIEW OF CHARGES 2012/13**

The joint report of the Chief Leisure Officer and Director of Finance outlined the charging proposals in respect of Poult Wood Golf Centre, Tonbridge Cemetery, moorings in Tonbridge, Tonbridge Castle Council Chamber and weddings, the Summer Playscheme and pitch hire for Sportsgrounds in Tonbridge. It was noted that proposed charges for the Council's indoor leisure facilities were reported separately.

Members were advised that the proposed charges took into account a range of factors including market conditions and customer feedback and had been brought forward within the context of the Council's Medium Term Financial Strategy. The views of the Poult Wood Golf Centre Customer Panel were reported including a suggestion that season tickets be investigated for the future. Reference was made to the wide range of concessions available within the charging structure and the Leisure Pass Scheme which ensured that the Council's leisure facilities and services were available to all.

**RECOMMENDED:** That

- (1) the proposed charges for Poult Wood Golf Centre, as detailed at Annex 2 to the report be agreed and implemented with effect from 1 April 2012;
- (2) the proposed pitch hire charges for Tonbridge Sportsgrounds, as detailed at Annex 3 to the report be agreed and implemented with effect from 1 April 2012;
- (3) the proposed charges for Tonbridge Cemetery, as detailed at Annexes 4 and 5 to the report be agreed and implemented with effect from 1 April 2012;
- (4) the charges associated with the provision of moorings in Tonbridge be reviewed and reported to a future meeting of the Advisory Board;
- (5) the proposed charges for Tonbridge Castle Chamber and the associated list of concessionary users, as shown at Annexes 6, 7 and 8 to the report be approved and implemented with effect from 1 April 2012;
- (6) the proposed charges for Weddings in 2013/14 at Tonbridge Castle be agreed as detailed at Annex 9 to the report and implemented with effect from 1 April 2012; and
- (7) the proposed charges for the 2012 Summer Playscheme as detailed at Annex 10 to the report be approved.

**Item LAA 11/056 referred from Leisure and Arts Advisory Board minutes of 12 December 2011**

**LAA  
11/056**

**LEISURE SERVICES BUSINESS UNIT - REVIEW OF CHARGES**

The joint report of 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. Reference was made to the later report on financial performance and attention drawn to the need for the charging proposals to be considered within the context of the Leisure Services Business Unit draft revenue estimates which would be reported to the Finance and Property Advisory Board on 4 January 2012. It was noted that proposed charges had been subject to consultation with the Tonbridge Sports Association and members of the Customer Panels at each site.

**RECOMMENDED:** That 

- (1) the scale of charges for the Council's leisure facilities, as set out in Annexes 1-3 of the report, be implemented with effect from 1st April 2012;
- (2) a further report be submitted to a future meeting of the Advisory Board on the non-participant spectator charge at Larkfield Leisure Centre; and
- (3) a review of the programming and charges for the Soft Play Zone/Creche at Larkfield Leisure Centre be progressed and the findings be reported to the next meeting of the Advisory Board.

**Item FP 12/005 referred from Finance and Property Advisory Board minutes of 4 January 2012**

**FP  
12/005**

**REVIEW OF FEES AND CHARGES 2012/13**

Consideration was given to the joint report of the Central Services Director, Director of Finance and Chief Executive on 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.

**RECOMMENDED:** That 

- (1) the charges for photocopying be discontinued;
- (2) the supply of pre-purchased agendas be discontinued;
- (3) in respect of the recovery of legal fees payable by third parties, the Council's charges continue to follow the rates published by the

## **Annex 2**

Secretary of State as set out at paragraph 1.4.1 of the report;

(4) the proposed scale of fees for local Land Charges searches and enquiries set out at paragraph 1.5.8 of the report be adopted with effect from 1 April 2012;

(5) the fees for the Licensing function remain unchanged from the present level pending a full review of all fees relating to this service, save for those which are set by regulation such as the Licensing Act 2003, and the review be undertaken in February 2012 once the new Licensing Manager is in post; and

(6) the existing administrative charges for postal addresses (Street Naming and Numbering) set out at paragraph 1.7.4 of the report be retained with effect from 1 April 2012.