



This information is available free of charge in electronic, audio, Braille and large print versions on request.

For assistance in understanding or reading this document or specific information about these Minutes please call Democratic Services on 01629 761133 or e-mail [committee@derbyshiredales.gov.uk](mailto:committee@derbyshiredales.gov.uk)

## **GOVERNANCE AND RESOURCES COMMITTEE**

**Minutes of a Meeting held on Thursday 19 January 2017 in the Council Chamber, Town Hall, Matlock at 6.00pm**

### **PRESENT**

Councillor Jacquie Stevens - In the Chair

Councillors Deborah Botham, Sue Bull, Albert Catt, Steve Flitter, Chris Furness, Alyson Hill, Susan Hobson, Neil Horton, Jean Monks, Garry Purdy, Irene Ratcliffe, Lewis Rose OBE, Colin Swindell and John Tibenham.

Dorcas Bunton (Chief Executive), Sandra Lamb (Head of Corporate Services), Tim Braund (Head of Regulatory Services), Jenny Williams (Internal Audit Consortium Manager), Mike Galsworthy (Estates and Facilities Manager) and Jackie Cullen (Committee Assistant).

2 members of the public.

### **APOLOGIES**

Apologies for absence were received from Councillors Tony Millward BEM and Mark Salt. Councillor Sue Bull attended as Substitute Member.

Apologies were also received from Karen Henriksen (Head of Resources).

### **333/16 – MINUTES**

It was moved by Councillor Jacquie Stevens, seconded by Councillor Colin Swindell and

**RESOLVED**  
(unanimously)

That the minutes of the meeting of the Governance and Resources Committee held on 15 December 2016 be approved as a correct record.

The Minutes were signed by the Chairman.

### **334/16 – INTERNAL AUDIT REPORTS CONCLUDED UNDER THE 2016/2017 OPERATIONAL AUDIT PLAN**

The Committee considered the internal audit reports produced in respect of the 2016/2017 Internal Audit Plan, including a summary of reports issued covering the period 27th August to the 16th December 2016, for audits included in the 2016/17 Internal Audit Plan attached as Appendix 1 to the report.

It was noted that 6 reports had been issued: 3 with a good opinion 2 with a satisfactory opinion and 1 with a marginal opinion, as detailed in the report. No reports were issued with an unsatisfactory opinion or unsound opinion. 6 recommendations had been made.

It was moved by Councillor Lewis Rose OBE, seconded by Councillor Steve Flitter and

**RESOLVED** That the findings and conclusions of the internal audit reviews are (unanimously) noted.

**335/16 – PROPOSED NEW SYSTEM OF INTERNAL AUDIT CONSORTIUM OPINION CLASSIFICATIONS**

Members were asked to consider for approval a revised system of classification for the internal audit opinions issued as the conclusion for each report issued.

The current internal audit report classifications had been utilised for many years but current best practice focussed more on the level of assurance that could be given with regard to the area being audited, linking more closely with the annual governance statement. The external reviewer of internal audit had also recommended considering moving towards providing levels of assurance linked to risk rather than retaining the current classifications.

The Midlands Audit Group had been surveyed to establish the opinion classifications that were utilised by other Councils. Whilst there were numerous slight variations, the common theme was that the majority used wording based around levels of assurance. In light of this review, it was proposed that a new system be adopted, based on four levels of classification focused on the level of assurance that could be provided, as set out below:

<b>Assurance Level</b>	<b>Definition</b>
<b>Substantial Assurance</b>	There is a sound system of controls in place, designed to achieve the system objectives. Controls are being consistently applied and risks well managed.
<b>Reasonable Assurance</b>	The majority of controls are in place and operating effectively, although some control improvements are required. The system should achieve its objectives. Risks are generally well managed.
<b>Limited Assurance</b>	Certain important controls are either not in place or not operating effectively. There is a risk that the system may not achieve its objectives. Some key risks were not well managed.
<b>Inadequate Assurance</b>	There are fundamental control weaknesses, leaving the system/service open to material errors or abuse and exposes the Council to significant risk. There is little assurance of achieving the desired objectives.

The new system of classifications would be used on all internal audit reports issued and in the summary/annual reports brought to this committee.

It was moved by Councillor Albert Catt, seconded by Councillor Garry Purdy and

**RESOLVED** That the revised internal audit report opinion classifications be (unanimously) introduced from the commencement of the 2017/18 internal audit plan year.

### **336/16 – EXTERNAL REVIEW OF INTERNAL AUDIT**

The Committee considered a report relating to the results of the external review of internal audit that took place at the beginning of October 2016. It was noted that the review concluded that internal audit complied with the Public Sector Internal Audit Standards (PSIAS) and made some recommendations for further development of the service.

The PSIAS required that an external assessment of internal audit should be carried out at least once every 5 years by a qualified, independent assessor or team, the first of which needed to be completed by April 2018. A tender exercise, assessed on the basis of 60% quality and 40% cost, was carried out and the tender was awarded to Gateway Assure. The external assessment took place at the beginning of October 2016 as outlined in the report, and the key results from the were listed in the report, together with key points arising. The assessor's full report was attached as Appendix 1 to the report.

The outcome of the review had been benchmarked against other provision in both the sector and the wider industry and this showed that the section compared favourably in comparison with its peers. Furthermore, the report made a number of recommendations that were aimed at highlighting where further development could enhance the value of the service being provided. An action plan, completed by the Internal Audit Consortium Manager in liaison with the Head of Resources, was attached as Appendix 2 to the plan. Each of the assessor's recommendations had been graded to reflect the relative importance to the relevant standard within the PSIAS, as tabled in the report.

It was noted that two recommendations received a red grading, as detailed in the report, and other recommendations had been graded amber and green. A response to each recommendation was included in Appendix 2 to the report.

It was moved by Councillor Albert Catt, seconded by Councillor Chris Furness and

- RESOLVED** (unanimously)
- 1 That the results of the external review of internal audit be noted.
  - 2 That the action plan that has been put in place to address the recommendations arising out of the review be approved.

### **337/16 – LAND HOLDINGS REVIEW – PHASE 6**

The Committee considered a report regarding Phase 6 of the Land Holdings Review that covered 6 sites across the District in which expressions of interest had been received. Following detailed consideration of planning, legal and estate management factors, recommendations were made regarding whether the sites should be retained or sold and the terms which would apply.

Under Section 123 of the Local Government Act, there was a requirement to undertake Public Open Space advertising on any disposal of any land falling within this category. This related to sites nos. 2 and 3. Furthermore, where it was recommended that a site be sold, the relevant Local Council and Ward Members had been consulted. As no objections were received from any of the consultations, the sales could proceed, subject to approval.

The results of the site appraisals and subsequent recommendations were summarised in Appendix 1 to the report together with plans of each site. It was noted that in each case of disposal the purchasers would be responsible for making any necessary planning

application at their cost to enable their desired use of the site. The decision at this meeting was entirely without prejudice to any future decisions on such applications by this Council as Planning Authority.

It was moved by Councillor Lewis Rose OBE, seconded by Councillor Garry Purdy and

**RESOLVED**

- 1 Sites 4 and 6 be disposed of, as indicated in Appendix 1 of the report, to Waitrose Ltd and Darley Dale Fly Fishing Club respectively.
- 2 Site 1 be disposed of as previously agreed (Item 12, 24 March 2016), to Westleigh Developments, but with the boundary as indicated in Appendix 1 of the report to.
- 3 Sites 2 and 3 be disposed of /transferred subject to Public Open Space (POS) consultation, as indicated in Appendix 1 of the report, to the owner of 37 Rockside View and Northwood and Tinkersley Parish Council respectively

**Voting:**

- 4 That Site 5 be acquired by the District Council as indicated in the Appendix 1 of the report.

<b>For</b>	13
<b>Against</b>	2
<b>Abstentions</b>	0

The Chairman declared the motion carried.

**338/16 – FEES AND CHARGES**

The Committee considered a report that detailed recommendations in respect of fees and charges in relation to Environmental Services: Leisure; Stall Markets; Environmental Health, Licensing and Land Charges.

Schedules of the existing and recommended charges were attached as Appendices 1-11 to the report.

The Head of Regulatory Services drew Members' attention to additional information regarding Appendix 2 to the report, received after publication of the agenda, wherein the charges for new/replacement grey and green bins superseded those set out in the original Appendix 2. The Committee also noted an amendment to Appendix 8(b) – Hackney Carriage and Private Hire Licensing – the charges for the DVLA check had been increased to £10 (from £8).

It was proposed that most fees and charges be increased by 3% with effect from 1<sup>st</sup> April 2017, with VAT applied where necessary and the result rounded up or down as appropriate. There were some exceptions to the 3% increase; these exceptions were explained in section 2 of the report.

It was noted that the fees for Matlock Bath Illuminations would be discussed at the Liaison Meeting on 5<sup>th</sup> January 2017 and would form part of a separate report to the Community & Environment Committee on 16<sup>th</sup> March 2017.

It was moved by Councillor Lewis Rose OBE, seconded by Councillor Jean Monks and

**RESOLVED** That the fees and charges recommended in Appendices 1 – 11 of the report, amended as attached, are approved and implemented with effect from 1 April 2017.

**Voting:**

<b>For</b>	14
<b>Against</b>	1
<b>Abstentions</b>	0

The Chairman declared the motion carried.

### **339/16 – DEVELOPMENT MANAGEMENT – PRE-APPLICATION ADVICE**

The review of the District Council's Development Management Service was one of 3 major service reviews scheduled for 2014/15 and was the subject of a report to Council on 14<sup>th</sup> June 2014. A further comprehensive report on the progress of the Development Management Review with a detailed Action Plan was considered by the Governance and Resources Committee on 15<sup>th</sup> December 2016. Part of that Report and Action Plan recommended the introduction of a charging system for pre-application advice by 1<sup>st</sup> April 2017. Officers had been working on the actions required to introduce such a system, as detailed in the report, and discussions had also been held with those who regularly submitted pre-application enquiries, such as Planning Agents. As part of this process it was now necessary for the District Council to adopt a schedule of charges for pre-application advice, so that these could be publicised well in advance of their introduction. The scheme would also need to be subject to an Equality Impact Assessment.

Appendix 1 to the report contained a schedule of charges developed by officers. It was noted that fees were set on a sliding scale to take account of the greater amount of time taken to give advice in relation to complex schemes for major planning applications, rather than to unnecessarily penalise householders wishing to obtain advice before making a planning application. All fees were inclusive of VAT and this would be made clear to applicants.

In addition it was proposed to provide an enhanced service for any development that helped to meet the District Council's top priorities of business growth and job creation or affordable housing, as set out in the report. Pre-application fees would also be waived for enquiries relating to adaptations for disabled people.

It was moved by Councillor Garry Purdy, seconded by Councillor Sue Bull and

**RESOLVED** That the schedule of charges for pre-application advice listed at (unanimously) Appendix 1 to the Report be adopted with effect from 1 April 2017.

### **340/16 – MEMBER DEVELOPMENT WORKING GROUP**

The Committee considered a report on the Member Development Working Group's recommendations relating to mandatory and discretionary training for the remainder of 2016/17 and ahead to 2017/18. The report also provided feedback on the recent Community Leadership development day attended by 5 Members.

The Member Development Working Group's Terms of Reference were set out in the report, together with a list of elected Member representatives.

At its meeting in September, 2016, the Committee reviewed the attendance records to satisfy the agreed criteria that all members of the Council should attend mandatory training in planning and ethics on an annual basis. Despite agreeing to a deadline of 29 September 2016, 5 members had yet to undertake the training. Two substitute members of the Planning Committee had been suspended from participation until their training record was complete for 2016/17. Refresher training would begin anew in 2017.

The requirement to attend mandatory training was a risk mitigation measure and aimed to demonstrate good governance and professionalism in key areas. To reinforce the importance of training, Council was recommended to include the requirement to attend training in the Code of Conduct for elected Members. A draft version of the Code with suitable amendment was attached as Appendix 1 to the report.

At the last meeting, the Committee approved the Working Group's recommendation to invite all members to participate in a questionnaire to capture individuals' training needs for 2017. The most popular choices were tabled in the report, together with a list of recommendations.

An update on Members' ICT status was set out in the report.

The Member Representative, Cllr Alyson Hill, commented on the Group's first report to the Committee as follows:

"I support the recommendation to include training in the Code of Conduct. Mandatory training is so important for us as Councillors to do our job well, and also for the public to have confidence in us."

It was moved by Councillor Chris Furness, seconded by Councillor Alyson Hill and

**RESOLVED**  
(unanimously)

1. That the report is noted.
2. That Council is recommended to revise its Code of Conduct to include a requirement to attend all mandatory training as defined by the Council, and that any failure to do so within the set timeframes, is considered a potential breach of the Code.
3. That the training programme set out in paragraph 3.2 is approved for implementation as described.
4. That the report from the Community Leadership Training Day be used to inform the Induction Training for new Members in 2019.

### **341/16 – UPDATE ON DATA PROTECTION HEALTH CHECK**

The Committee considered a report that provided details of the Data Protection Health Check and sought approval for the action plan.

Members of this committee were reminded that an internal audit review of data protection arrangements in 2015 concluded that arrangements were unsatisfactory and made a number of recommendations, some of which had not yet been implemented. At the

meeting of this committee held on 9<sup>th</sup> June 2016 it was agreed that a consultant should be appointed to carry out a Data Protection Health Check.

Since that time the EU General Data Protection Regulation (GDPR) had been passed, introducing a number of complex new requirements to be met in May 2018. The Health Check had now been carried out and the findings and an action plan were set out in the report. This identified a number of areas where the council should seek to make improvements in order to be ready for the GDPR and made several detailed recommendations regarding the improvements that were required to prepare for the introduction of GDPR in May 2018. These had been summarised into a GDPR Action Plan, attached as Appendix 1 to the report.

It was clear that current resources devoted to data protection would be inadequate for GDPR. The report indicated that in addition to the substantive post of Data Protection Officer, an interim resource would be necessary for approximately twelve months to manage the process of preparing for the General Data Protection Regulation at an estimated cost of approximately £50,000. This sum would be included in the draft spending proposals to be considered by Council on 2<sup>nd</sup> March 2017.

It was moved by Councillor Lewis Rose OBE, seconded by Councillor Albert Catt and

- RESOLVED**  
(unanimously)
1. That the findings and conclusions of the Data Protection Health Check are noted;
  2. That the Data Protection Health Check Action Plan is approved.

**MEETING CLOSED – 7.59PM**

**CHAIRMAN**

## PEST AND DOG CONTROL

<b>PEST CONTROL</b>			
<b>DOMESTIC PREMISES</b>	<b>Existing Charge 2016-2017 inclusive VAT</b>	<b>Proposed Charge 2017-2018 exclusive of 20% VAT</b>	<b>Proposed Charge 2017-2018 inclusive of 20% VAT and rounded</b>
50% concession charges to those in receipt of housing benefit or Council tax benefit who are also aged 65 and over. The concession applies to one treatment from each category per financial year.			
	(concessions in brackets) £	(concessions in brackets) £	(concessions in brackets) £
<b>Rats</b> Charge: up to 3 visits	24.25 (12.60)	21.67 (10.83)	<b>26.00</b> <b>(13.00)</b>
<b>Mice</b> Charge: up to 3 visits	50.50 (25.25)	43.33 (21.67)	<b>52.00</b> <b>(26.00)</b>
<b>Wasps</b> Charge: per visit	63.00 (31.50)	54.08 (27.04)	<b>64.90</b> <b>(32.45)</b>
<b>Cockroaches</b> Charge: up to 4 visits	73.60 (37.80)	64.92 (32.46)	<b>77.90</b> <b>(38.95)</b>
<b>Ants</b> Charge: per visit	63.00 (31.50)	54.08 (27.04)	<b>64.90</b> <b>(32.45)</b>
<b>Bedbugs</b> Charge: up to 2 visits	75.60 (37.80)	64.92 (32.46)	<b>77.90</b> <b>(38.95)</b>
<b>Fleas</b> Charge: per visit	63.00 (31.50)	54.08 (27.04)	<b>64.90</b> <b>(32.45)</b>
<b>Non public health pests</b> Charge: up to 2 visits	81.70 (40.85)	70.17 (35.08)	<b>84.20</b> <b>(42.10)</b>
<b>Advice Only charge per visit</b>	15.00 (no concession)	12.92 (no concession)	<b>15.50</b> <b>(no concession)</b>



<b>PEST CONTROL</b>			
<b>COMMERCIAL PREMISES</b>	<b>Existing Charge 2016-2017 inclusive VAT £</b>	<b>Proposed Charge 2017-2018 exclusive of 20% VAT £</b>	<b>Proposed Charge 2017-2018 inclusive of 20% VAT and rounded £</b>
<b>Rats and Mice</b> (includes one revisit to remove bait)	134.70 per hour <b>(minimum charge)</b>	115.58	<b>138.70</b>
<b>Insect Pests</b>	67.80 per hour <b>(minimum charge)</b>	58.17	<b>69.80</b>

**Note: Rats and Mice and Insect Pests**

Commercial premises are liable for a minimum charge equal to 1 hour.

Where treatment takes more than 1 hour additional whole hours are charged at the hourly rate and part hours are charged pro rata in 15 minute bands.

<b>DOG CONTROL</b>	<b>Existing Charge 2016-2017 £</b>	<b>Proposed Charge 2017-2018 £</b> Outside the scope of VAT
These charges are plus Vet's Fees if necessary, and VAT on Vet's Fees.		
<b>STRAY DOGS</b> Penalty for stray dogs collected or returned by Dog Warden	55.50	<b>57.20</b>
<b>Above penalty charge plus kennel fees as follows:</b>		
Each day or part day	14.40 Daily kennel fee (or part day)	<b>14.80</b> Daily kennel fee (or part day)

## WASTE – HOUSEHOLD

The following fees are outside the scope of VAT

<b>HOUSEHOLD WASTE</b>	<b>Existing Charge 2016-17 £ (concessions in brackets)</b>	<b>Proposed Charge 2017-18 £ (concessions in brackets)</b>
50% concession charges to those in receipt of housing benefit or Council tax benefit who are also aged 65 and over. The concession applies to one bulky and one electrical collection per financial year.		
Up to 3 items	19.70 (9.85)	<b>20.30</b> <b>(10.15)</b>
Up to 6 items	32.00 (16.00)	<b>33.00</b> <b>(16.50)</b>
Electrical item One item	16.90 (8.45)	<b>17.40</b> <b>(8.70)</b>
Electrical items 2-3 items	22.40 (11.20)	<b>23.10</b> <b>(11.55)</b>
<b>COMPOSTING</b>	<b>Existing Charge 2016-17 £</b>	<b>Proposed Charge 2017-18 £</b>
Supply of 240 litre wheeled bin (Collection free thereafter)	57.30	<b>59.00</b>
<b>WHEELED BINS FOR NEW PROPERTIES</b>		
140 litre grey wheeled bin (green bin given free if possible with grey bin)	37.10	<b>38.20</b>
240 litre grey wheeled bin (green bin given free if possible with grey bin)	43.25	<b>44.55</b>
<b>ABANDONED SHOPPING TROLLEYS</b>		
Return of shopping trolley	35.85	<b>36.95</b>

<b>TRADE WASTE</b>		<b>Existing Charge 2016-2017</b>	<b>Proposed Charge 2017-2018</b>
<b>GREEN SACKS</b>			
Per pack of 25		63.60	<b>65.50</b>
<b>WHEELED BINS</b>			
<b>Commercial Per lift:</b>	1100 litre capacity	17.00	<b>17.50</b>
	660 litre capacity	11.65	<b>12.00</b>
	360 litre capacity	7.75	<b>8.00</b>
	240 litre capacity	6.20	<b>6.40</b>
<b>Commercial Recycling:</b>	240 litre capacity	3.30	<b>3.40</b>
<b>Schools &amp; Not- for-profit Organisations</b> <b>NB</b> Collection charge only per lift:	1100 litre capacity	8.65	<b>8.90</b>
	660 litre capacity	7.40	<b>7.60</b>
	360 litre capacity	5.30	<b>5.45</b>
	240 litre capacity	5.00	<b>5.15</b>

**GOVERNANCE & RESOURCES COMMITTEE – 19 JANUARY 2017**

**ITEM 10 – APPENDIX 2 - ADDITIONAL INFORMATION**

**FEES AND CHARGES AGREED BY C&E COMMITTEE -12<sup>TH</sup> JANUARY 2017**

<b>SERVICE AREA</b>	<b>SERVICE BEING PROVIDED</b>	<b>CHARGE</b>	<b>COMMENTS</b>
Waste	New/Replacement 140ltr grey bin	£20	This charge now replaces the existing charge for bins provided to new properties/existing homes without a bin. Recycling containers will be issued free of charge with the grey bin to new properties/existing homes. Charges will be applied to landlords where possible.
Waste	New/Replacement 240ltr grey bin	£25	This charge now replaces the existing charge for bins provided to new properties/existing homes without a bin. Recycling containers will be issued free of charge with grey bin to new properties/existing homes. Charges will be applied to landlords where possible.
Waste	Increase in grey bin size from 140ltr to 240ltr where eligibility criteria is met	£25	When eligibility criteria is no longer met and bin size is reduced back to a 140ltr the bin will be issued free of charge unless broken. No refund given.
Waste	Change of 240ltr grey bin size to 140ltr at councils instigation following survey	Free of charge	
Waste	Change of 240ltr grey bin to 140ltr as a result of bin being damaged and eligibility criteria no longer being met	£20	Where the eligibility criteria, is met a charge of £25 for a replacement 240ltr bin would apply.
Waste	Residents moving from sacks to wheeled bins	Free of charge	

<b>SERVICE AREA</b>	<b>SERVICE BEING PROVIDED</b>	<b>CHARGE</b>	<b>COMMENTS</b>
Waste	Replacement 240ltr green bin	£15	Garden bins to new properties/existing homes without bin are free of charge for first one.
Waste	Second 240ltr green bin	£25	This fee is to replace the existing fee of £57.30
Waste	Replacement 240ltr blue bin or insert	Free of charge	
Waste	Replacement Kerbside or Kitchen Caddy	Free of charge	
Waste	Caddy Liners	£2.00 per roll	This fee will replace the current fee of £2.50. Sales to retail outlets at same price.
Waste	Compostable Garden Sacks	£8.50 per roll	This is an existing charge that needs including in the F&C's structure. Sales to retail outlets at the same price.

NB: Please note that none of the charges are subject to VAT.

**Heidi McDougall**  
**Head of Environmental Services**  
**January 2017**

## CEMETERIES

These charges apply to purchasing the Exclusive Right of Burial (including ashes) before or after death of a resident in the Derbyshire Dales District Council area and in the case of a stillborn child where one of the parents was resident at the time of interment.

### Double Fees

Where the Exclusive Right of Burial is purchased for a non-resident of the Derbyshire Dales, fees for all services will be doubled ie for all interments; for the Right to Erect a Memorial; for the right to fix plaques or reserve spaces in a Garden of Remembrance; for the erection of memorials and for additional inscriptions. The fees will not be doubled where the Exclusive Right of Burial was purchased at the single fee at an earlier date. The appropriate Officer of the Council has the discretion to waive these double fees when there are grounds to do so, i.e. past residency in the District or other connections.

**(NB: All fees for cemeteries fall outside the scope of VAT, with the exception of Memorial plaques)**

<b>EXCLUSIVE RIGHT OF BURIAL</b>	<b>Existing Charge 2016/2017 £</b>	<b>Proposed Charge 2017/2018 £</b>
<b>Earthen Graves</b>		
<b>For the exclusive right of burial for a period not exceeding 100 years:</b>		
a) grave size 2.4m x 1.2m	588.80	<b>606.45</b>
b) grave size 2.4m x 2.4m	1107.50	<b>1140.75</b>
<b>Garden of Remembrance</b>		
For the exclusive right of burial of cremated remains for a period not exceeding 100 years, in an earthen grave not exceeding 450mm x 600mm	189.50	<b>195.20</b>

## INTERMENTS

The fees indicated:

- a) include the digging of the grave;
- b) apply only where the interment is made between the hours of:
  - 9:30am – 3.30pm, Mondays – Thursdays;
  - 9.30am – 3pm, Fridays (excluding Bank and public holidays)';
  - or on the certificate of a Coroner or Registered Medical Practitioner that immediate interment is necessary.
- c) Interments outside these hours or on other days may be possible, but would be subject to an additional charge as follows:

Burials (excludes Bank and Public holidays)

9.30am – 11.30am, Saturdays                      **£215.35**     (£209.10 in 2016/17)

Ashes

9.30am – 11.30am, Saturdays                      **£47.90**     (£46.50 in 2016/17)

- d) apply provided that the interment is made within fifteen minutes of the time arranged with Derbyshire Dales District Council. If not, an additional charge of **£14.40** (£14.00 in 2016/17) is payable per fifteen minutes.

<b>INTERMENT IN ANY GRAVE</b>	<b>Existing Charge 2016/2017 £</b>	<b>Proposed Charge 2017/2018 £</b>
<b>All of the following fees for cemeteries fall outside the scope of VAT)</b>		
a) of the body of a stillborn child or of a child whose age at the time of death did not exceed <b>one month</b> .	No charge	<b>No charge</b>
b) of the body of a child whose age at the time of death exceeded one month but did not exceed <b>16 years</b> .	104.60	<b>107.75</b>
c) of the body of a person whose age at the time of death exceeded <b>16 years</b> .	661.00	<b>680.85</b>
Interment in existing vault or bricked grave	Daywork rates apply	<b>Daywork rates apply</b>
Interment of cremated remains	139.20	<b>143.40</b>
Turfing of grave after interment on request	43.80	<b>45.10</b>
<b>SCATTERING OF ASHES</b>		
In the case of purchased graves, or in the Garden of Remembrance: Fee for right to scatter ashes	48.90	<b>50.35</b>
<b>LONG-TERM MEMORIALS IN GARDENS OF REMEMBRANCE</b>		
Please Note: Within the designated lawn sections, only one stone vase or block is permitted per plot, not exceeding 200mm in height and 200mm in width.		
Right to Erect a Memorial on a grave for cremated remains with respect to which an exclusive right of burial has been granted	63.60	<b>65.50</b>

<b>LONG-TERM MEMORIALS IN GARDENS OF REMEMBRANCE</b>	<b>Existing Charge 2016/2017 £</b>	<b>Proposed Charge 2017/2018 £</b>
Supply of a memorial plaque (150mm x 75mm) at ground level including fixing	63.60 plus cost of plaque & VAT on the plaque	<b>65.50</b> plus cost of plaque & VAT on the plaque
Supply of a stone slab level with the surrounding ground for the fixing of a memorial plaque including installation	81.40 (no VAT)	<b>83.85</b>
Supply of a plaque 150mm x 75mm for the memorial wall, including fee for space and fixing	63.60 plus cost of plaque & VAT on the plaque	<b>65.50</b> plus cost of plaque & VAT on the plaque
Reservation of up to 3 plaque spaces under the first plaque on the memorial wall (fee per space)	16.50 (no VAT)	<b>17.00</b>
Permission for erection of a vase not exceeding 300mm in height, including first inscription	63.60 (no VAT)	<b>65.50</b>
Permission for kerb or border stones enclosing a space not exceeding 450mm x 600mm including first inscription	63.60 (no VAT)	<b>65.50</b>
Permission for each inscription after the first on vases, kerbs, border stones, etc.	48.40 (no VAT)	<b>49.85</b>
<b>LONG-TERM MEMORIALS ON EARTHEN GRAVES</b>		
Please Note: Within the designated lawned sections, the only long-term memorial permitted on a grave is a single headstone.		
Right to Erect a Memorial on a grave in respect of which an exclusive right of burial has been granted	157.10 (no VAT)	<b>161.80</b>
Permission for a memorial headstone not exceeding 1 metre in height and 900mm in width, and including the cost of the foundation already provided	226.60 (no VAT)	<b>233.40</b>
Permission for a memorial headstone not exceeding 1 metre in height and 900mm in width, in those areas where <b>no</b> concrete foundation is provided	73.40 (no VAT)	<b>75.60</b>



<b>LONG-TERM MEMORIALS ON EARTHEN GRAVES</b>	<b>Existing Charge 2016/2017 £</b>	<b>Proposed Charge 2017/2018 £</b>
Permission for a flat stone or tablet, level with surrounding ground not exceeding 2.4m x 1.2m, including first inscription	77.60 (no VAT)	<b>79.95</b>
Permission for kerb or border stones enclosing a space not exceeding 2.4m x 1.2m, including first inscription	133.80 (no VAT)	<b>137.80</b>
Permission for a vase not exceeding 300 mm in height, including first inscription	63.60 (no VAT)	<b>65.5</b>
Permission for each inscription after the first	48.40 (no VAT)	<b>49.85</b>
<b>ASSISTED BURIALS</b>		
Standard Charge (Minimum)	434.50	<b>447.55</b>
<b>RECORD SEARCHES</b>		
Record Searches	15.00	<b>15.45</b>

## CLEAN &amp; GREEN SERVICES

Cesspool and Septic Tank Emptying (includes disposal costs)	Existing Charge 2016-17 inclusive VAT £	Proposed Charge 2017-18 exclusive of 20% VAT £	Proposed Charge 2017-18 inclusive of 20% VAT and rounded £
Domestic premises per tank up to 4,500 litres	299.00 (Zero rated VAT)	308.00 (Zero rated VAT)	308.00 (Zero rated VAT)
Commercial premises per tank up to 4,500 litres	316.00 (Zero rated VAT)	325.50 (Zero rated VAT)	325.50 (Zero rated VAT)
Industrial premises per tank up to 4,500 litres	435.00	373.38	448.05
Charge for extra piping to reach tank	30.00	25.75	30.90
Vehicle with Driver (Per Hour)	Existing Charge 2016-17 inclusive VAT £	Proposed Charge 2017-18 exclusive of 20% VAT £	Proposed Charge 2017-18 inclusive of 20% VAT and rounded £
Road Sweeper	N/A	53.22	63.86
Pavement Sweeper	N/A	47.79	57.35
Vacuum Tanker (Gulley Wagon)	N/A	49.16	58.99
Transit Tipper or Other Light Van	N/A	5.20	6.24
Hire of Wheeled Bins	Existing Charge 2016-17 inclusive VAT £	Proposed Charge 2017-18 exclusive of 20% VAT £	Proposed Charge 2017-18 inclusive of 20% VAT and rounded £
Hire of wheeled bins per week per bin, plus cost of delivery, collection and washing (Minimum charge of £150)	N/A	10.00 (Outside the Scope of VAT)	10.00 (Outside the scope of VAT)
Any other occasional work to be charged at direct cost plus 5% administration.			

## AGRICULTURAL BUSINESS CENTRE

Livestock Markets and Farmers' Markets	Existing Charge 2016-2017 inclusive VAT £	Proposed Charges 2017-2018 exclusive 20% VAT £	Proposed Charges 2017-2018 inc. of 20% VAT & rounded £
Livestock Vehicle Parking	No charge	No charge	No charge
Livestock Vehicle Washing:			
Small Trailer	3.20	2.75	3.30
Landrover and Trailer	6.10	5.25	6.30
All Other Vehicles – Per Deck	12.40	10.63	12.75
Livestock Markets Hire			
Livestock penning hire per 10 pens per hour	29.50	25.33	30.40
Sales ring hire per hour	29.50	25.33	30.40
Concourse display areas per market per 13m <sup>2</sup>	32.90	28.25	33.90
Farmers' Markets			
Farmers' Market Stalls			
4.5 foot stall	16.00	13.75	16.50
6 foot stall	20.30	17.42	20.90
9 foot stall (Standard)	31.70	27.21	32.65
12 foot stall	40.50	34.75	41.70
2 foot extension table	4.30	3.71	4.45
Farmers' Market Parking			
Parking for Farmers' Market Traders (per vehicle)	3.80	3.25	3.90
Room Hire			
Conference Room			
Hire per Day	232.00	199.13	238.95
Hire per Half Day	120.20	103.17	123.80
Hire per Hour	39.00	33.46	40.15
Hire per Evening/Weekend	20% applied to charges for half day/full day		
Maximum discount for non-commercial local organisations 40%			
Meeting Room 1			
Hire per Day	120.20	103.17	123.80
Hire per Half Day	62.00	53.21	63.85
Hire per Hour	19.60	16.83	20.20
Hire per Evening/Weekend	20% applied to charges for half day/full day		
Maximum discount for non-commercial local organisations 40%			
Meeting Room 2 & 3			
Hire per Day	60.50	51.92	62.30
Hire per Half Day	31.30	26.88	32.25
Hire per Hour	11.80	10.13	12.15
Hire per Evening/Weekend	20% applied to charges for half day/full day		
Maximum discount for non-commercial local organisations 40%			
Concourse			
Hire per Day	232.00	199.13	238.95
Hire per Half Day	120.20	103.17	123.80
Hire per Hour	39.00	33.46	40.15
Hire per Evening/Weekend	20% applied to charges for half day/full day		
Maximum discount for non-commercial local organisations 40%			

## LAND CHARGES

Application type	Existing Charges 2016/17	Proposed Charges 2017/18
Official Search Fee (LLC1 + Con29R)	£100.00	£100.00
LLC1 only	£30.00	£30.00
Con29R	£70.00	£70.00*
Con 29O (per question)	£10.00	£10.00*
Additional Parcel of Land	£11.00	£10.00*
Written enquiries (solicitors own questions)	£12.00	£12.00*
Personal Search of the Register	£00.00	£00.00

\*+VAT from 31 March 2017

### LEGAL

Charge	Existing 2016/17	Proposed 2017/18
Legal Fees for S106 Agreements (recovery of officer time)	£65 per hour	£480 minimum charge then £65 per hour after 4 hours
Authorising proof of life for overseas pensioners	£25	£25

### Road Closures

Charge	Existing 2016/17	Proposed 2017/18
Events where there is a charge for participation or for spectators	£50	£55
Events that primarily benefit businesses or other commercial organisations	£50	£55
Carnivals/fetes or any other events that raise funds through collections/donations	£20	£20.50
Remembrance/well dressing or other commemorative parades	£0	£0

## Street Naming and Numbering

Charge	Existing 2016/17	Proposed 2017/18
Allocate a house name, rename or remove a house name to an existing property Change a company name on a property Allocate a house number, renumber or remove a house number of an existing property	£50	£51.50
Naming or renaming of new streets and numbering or renumbering new / existing properties on that street	£150 Plus numbering charge per property and nameplates charge	£155
Naming of new streets at residents request	£300 Plus nameplates charge	£309
Naming and numbering of new properties or properties on an existing street: 1 property 2 – 5 properties 6 – 10 properties 11 – 25 properties 26 – 50 properties 51 – 100 properties 101+ properties	£75 £100 £150 £200 £250 £400 £750	£77 £103 £154.50 £206 £257.50 £412.00 £772.50
Division of Properties – same as numbering of new properties (and based on number of properties created including the original)	As per numbering of new properties	
Confirmation of address to solicitors / conveyancers / occupiers or owners ( <i>Royal Mail – external confirmation</i> )	£25	£25.75
Renumbering of scheme following development re-plan (after notification of numbering scheme issued)	£100 + £10 per property	£103.00 + £10.50
Address issued / confirmation when replacement property built (as the original address will have been removed following the demolition as address may be different to original property) reactivation of address	£50 per property	£51.50
1st Set of Nameplates erected for each new Street	For each street: £225 If one nameplate required £325 If two nameplates required	£232  £335

For each additional nameplate that is required to be erected at other junctions and entrances onto the new street	£100	£103.00
Challenges / requests / revisions to existing street naming and numbering schemes	£25 per hour	£25.75
Rectification of existing address / postcode issues where no change involved	£25 per hour	£25.75

## ENVIRONMENTAL HEALTH

<b>FOOD HYGIENE</b>	<b>Existing Charge 2016-2017 inclusive VAT £</b>	<b>Proposed Charge 2017-2018 exclusive of 20% VAT £</b>	<b>Proposed Charge 2017-2018 inclusive of 20% VAT (where applicable) and rounded £</b>
<b>FOOD HYGIENE COURSES</b>  Basic Food Hygiene Course - Charge per Candidate	86.00	73.83	<b>88.60</b>
<b>FOOD PREMISES REGISTER</b>  Photocopying of Register  <div style="text-align: right;">Per entry</div> <div style="text-align: right;">Whole Register</div>	3.80 931.00	<b>3.25</b> <b>799.13</b>	<b>3.90</b> <b>958.95</b>
<b>HEALTH CERTIFICATES</b>  Standard Charge (VAT not applicable)	41.00	<b>N/A</b>	<b>42.25</b>
<b>HOUSING</b> (VAT not applicable)			
<b>HOUSES IN MULTIPLE OCCUPATION</b>  HMO Licensing	442.50	<b>N/A</b>	<b>455.80</b>
<b>HOUSING ENFORCEMENT NOTICES</b>  Housing Act 2004 sections 11 & 12 Improvement Notice	245.50	<b>N/A</b>	<b>252.85</b>

<b>HOUSING ENFORCEMENT NOTICES</b> (VAT not applicable)			
Housing Act 2004 sections 20 & 21 Prohibition Order	245.50	N/A	<b>252.85</b>
Housing Act 2004 sections 28 & 29 Hazard Awareness Notice	245.50	N/A	<b>252.85</b>
Housing Act 2004 section 40 Emergency Remedial Action	245.50	N/A	<b>252.85</b>
Housing Act 2004 section 43 Emergency Prohibition Order	245.50	N/A	<b>252.85</b>
Housing Act 1985 section 265 Demolition Order	245.50	N/A	<b>252.85</b>
<b>PRIVATE WATER SUPPLIES</b> (VAT not applicable)			
Risk Assessment	366.50	<b>384.83</b>	<b>384.85</b>
Sampling Visit	49.50	<b>51.98</b>	<b>52.00</b>
Investigation	80.00	<b>84.00</b>	<b>84.00</b>
Granting an authorisation	37.50	<b>39.38</b>	<b>39.40</b>
Analysing a sample under Regulation 10	Lab Charge	Lab Charge	<b>Lab Charge</b>
Analysing a check monitoring sample	Lab Charge	Lab Charge	<b>Lab Charge</b>
Analysing an audit monitoring sample	Lab Charge	Lab Charge	<b>Lab Charge</b>



## ANIMAL WELFARE & MISCELLANEOUS LICENSING

(The following fees fall outside the scope of VAT with the exception of Vets' Fees)

An average increase of 5% is proposed for the following fees:

<b>ANIMAL WELFARE</b>	<b>Existing Charge 2016-2017 £</b>	<b>Proposed Charge 2017-2018 rounded + inclusive of VAT where applicable £</b>
<b>Animal Boarding Establishments Act 1963</b>  New application for licence to operate a boarding establishment  Renewal of licence to operate a boarding establishment	N/A New Charge for 2017-18	<b>140.00</b> Plus Vet Fees and VAT on Vets Fees and arrangement fee of <b>16.00 + VAT</b>
	93.00 Plus Vet Fees and VAT on Vets Fees and arrangement fee of 15.50 + VAT	<b>98.00</b> Plus Vet Fees and VAT on Vets Fees and arrangement fee of <b>16.00 + VAT</b>
<b>Pet Animals Act 1951</b>  New application for licence to operate a retail pet shop  Licence to operate a retail pet shop	N/A New Charge for 2017-18	<b>140.00</b> Plus Vet Fees and VAT on Vets Fees and arrangement fee of <b>16.00 + VAT</b>
	93.00 Plus Vet Fees and VAT on Vets Fees and arrangement fee of 15.50 + VAT	<b>98.00</b> Plus Vet Fees and VAT on Vets Fees and arrangement fee of <b>16.00 + VAT</b>
<b>Riding Establishment Acts 1964 and 1970</b>  New application for licence to operate a riding establishment  Renewal of licence to operate a riding establishment	N/A New Charge for 2017-18	<b>150.00</b> Plus annual Vet Fees and VAT on Vets Fees and arrangement fee of <b>16.00 + VAT</b>
	115.00 Plus annual Vet Fees and VAT on Vets Fees and arrangement fee of 15.50 + VAT	<b>120.00</b> Plus annual Vet Fees and VAT on Vets Fees and arrangement fee of <b>16.00 + VAT</b>

<b>ANIMAL WELFARE</b>	<b>Existing Charge 2016-2017 £</b>	<b>Proposed Charge 2017-2018 rounded + inclusive of VAT where applicable £</b>
<p><b>Dangerous Wild Animals Act 1976</b></p> <p>New application for licence to keep a dangerous wild animal as defined in Schedule</p> <p>Renewal of licence to keep a dangerous wild animal as defined in Schedule</p>	<p>N/A New Charge for 2017-18</p> <p>128.00 Plus Vet Fees and VAT on Vets Fees and arrangement fee of 15.50 + VAT</p>	<p><b>160.00</b> Plus Vet Fees and VAT on Vets Fees and arrangement fee of <b>16.00 + VAT</b></p> <p><b>134.00</b> Plus Vet Fees and VAT on Vets Fees and arrangement fee of <b>16.00 + VAT</b></p>
<p><b>Breeding of Dogs Act 1973</b></p> <p>New application for licence to operate a dog breeding establishment</p> <p>Renewal of licence to operate a dog breeding establishment</p>	<p>N/A New Charge for 2017-18</p> <p>93.00 Plus Vet Fees and VAT on Vets Fees and arrangement fee of 15.50 + VAT</p>	<p><b>140.00</b> Plus Vet Fees and VAT on Vets Fees and arrangement fee of <b>16.00 + VAT</b></p> <p><b>98.00</b> Plus Vet Fees and VAT on Vets Fees and arrangement fee of <b>16.00 + VAT</b></p>
<p><b>Zoo Licensing Act 1981</b></p> <p>Licence to operate a Zoo</p>	<p>278.00 Plus annual Vet Fees and VAT on Vets Fees and arrangement fee of 15.50 + VAT</p>	<p><b>292.00</b> Plus annual Vet Fees and VAT on Vets Fees and arrangement fee of <b>16.00 + VAT</b></p>

<b>MISCELLANEOUS</b>	<b>Existing Charge 2016-2017</b>	<b>Proposed Charge 2017-2018  (VAT not applicable)</b>
<b>Local Government (Miscellaneous Provisions) Act 1982 as amended by Local Government Act 2003</b>  Registration of Persons and Premises to allow Practice of Acupuncture, Semi-Permanent Skin Colouring, Cosmetic Piercing and Electrolysis	74.00  (separate registrations required for person and premises)	<b>78.00</b>  (separate registrations required for person and premises)
<b>Local Government (Miscellaneous Provisions) Act 1982</b> Licence to Operate a Sex Establishment  Licence to Operate a Sex Entertainment Venue	1,833.00  1,833.00	<b>1,925.00</b>  <b>1,925.00</b>
<b>Public Health Acts Amendment Act 1907</b>  Licence to Operate Pleasure Boats  Pleasure Boat and Vessel Licence	34.00  34.00	<b>36.00</b>  <b>36.00</b>
<b>Scrap Metal Dealers Act 2013</b>  Site Licence (3 years) – New/Renewal  Site Licence (3 years) – Variation  Collectors Licence (3 years)	283.00  N/A New Charge for 2017-18  158.00	<b>297.00</b>  <b>140.00</b>  <b>166.00</b>

## Hackney Carriage and Private Hire – Taxi Licensing

(All of these fees fall outside the scope of VAT). An average increase of 5% is proposed for the following fees:

	Existing Charge 2016/2017	Proposed Charge 2017/2018
<b>Private Hire Operator's Licence - (Renewable every 5 years)</b>		
Application Fee	<b>£400.00</b> new fee set 1st October 2015. Due to change in legislation.	<b>£420.00</b>
Criminal Record Disclosure (Basic)	Fee set by Disclosure and Barring Service (DBS) or Disclosure Scotland.	(DDDC will charge an admin fee if assisting – see Driver's Licence below).
** Operator will only need a basic criminal record check, if not a licensed driver with the District Council and have a current Enhanced Disclosure Certificate.		
<b>Vehicle Licence (Renewable every year)</b>		
Hackney Carriage Licence Application Fee	£298.00	<b>£313.00</b>
Private Hire Vehicle Licence	£298.00	<b>£313.00</b>
Vehicle FULL Re-test (3 or more items requiring attention)	£60.00	<b>£63.00</b>
Vehicle MINOR re-test (2 items or less requiring attention)	£28.00	<b>£29.50</b>
Vehicle Transfer	£29.50	<b>£31.00</b>
Meter Test (if seal is broken – requiring checking at Testing Depot)	£29.50	<b>£31.00</b>
<b>Vehicle Licence (miscellaneous charges)</b>		
Breaking an Appointment (without 24 hours notification)	£29.50	<b>£31.00</b>
Trailer and Top Box Test	£29.50	<b>£31.00</b>
<b>Driver's Licence (Renewable every 3 years)</b>		
Application for new/renewal of Driver's Licence	<b>£160.00</b> new fee set 1 <sup>st</sup> October 2015. Due to change in legislation.	<b>£168.00</b>
DVLA Check (every year)	<b>£10.00</b> required every year. Fee set by checking company.	<b>£8</b>
DBS Enhanced Criminal Records Check (due every 3 years)	DBS Fee of £44.00 + £8.00 Admin Fee (Derbyshire County Council) + and £2.10 DDDC Admin Fee.	<b>No change</b>
Driver's Knowledge Test/Resit	<b>£29.50</b>	<b>£31.00</b>
Driver's Knowledge Test Cancellation Fee	N/A New Charge for 2017-18	<b>£10.00</b>

## Hackney Carriage and Private Hire – Taxi Licensing

	Existing Charge 2016/2017	Proposed Charge 2017/2018
<b>Sundries/Replacement</b>	<b>Prices include VAT</b>	
Driver's Badge	£3.20	<b>£3.35</b>
Driver's Badge Holder	£3.20	<b>£3.35</b>
Council Door Stickers (for front doors)	£9.50	<b>£10.00</b>
Licence plate for rear of vehicle	£8.50	<b>£9.00</b>
Licence plate fixings for rear licence plate	£2.15	<b>£2.25</b>
Licence plate for inside windscreen	£6.35	<b>£6.70</b>
Plastic wallet for windscreen plate	£1.55	<b>£1.65</b>
Duplicate licence (paper copy)	£10.80	<b>£11.00</b>

**GAMBLING LICENSING**

(The following fees fall outside the scope of VAT). It is proposed that the following fees for applications made during the period 1<sup>st</sup> April 2017- 31<sup>st</sup> March 2018 are frozen.

<b>GAMBLING ACT 2005 PREMISES LICENCES APPLICATIONS</b>	<b>Maximum Fees prescribed by regulations (Gambling Act 2005)</b>	<b>Existing Charge 2016/17</b>	<b>Proposed Charge 2017/2018 plus %age and Rounded</b>
<b>Small Casino</b>	<b>£</b>	<b>£</b>	<b>£</b>
New application	<b>8,000.00</b>	£6,980.00	<b>£6,980.00</b>
1 <sup>st</sup> Annual Fee ***	<b>50% of annual fee</b>	£2,300.00	<b>£2,300.00</b>
Annual Fee	<b>5,000.00</b>	£4,600.00	<b>£4,600.00</b>
Variation	<b>4,000.00</b>	£3,420.00	<b>£3,420.00</b>
Transfer	<b>1,800.00</b>	£1,450.00	<b>£1,450.00</b>
Reinstatement	<b>1,000.00</b>	£1,000.00 (max)	<b>£1,000.00 (max)</b>
Provisional Statement	<b>8,000.00</b>	£7,230.00	<b>£7,230.00</b>
Licence for Provisional Statement Holders	<b>3,000.00</b>	£2,628.00	<b>£2,628.00</b>
<b>Large Casino</b>			
New application	<b>10,000.00</b>	£8,545.00	<b>£8,545.00</b>
1 <sup>st</sup> Annual Fee ***	<b>50% of annual fee</b>	£4273.00	<b>£4,273.00</b>
Annual Fee	<b>10,000.00</b>	£8,546.00	<b>£8,546.00</b>
Variation	<b>5,000.00</b>	£4,223.00	<b>£4,223.00</b>
Transfer	<b>2,150.00</b>	£1,710.00	<b>£1,710.00</b>
Reinstatement	<b>2,150.00</b>	£1,710.00	<b>£1,710.00</b>
Provisional Statement	<b>10,000.00</b>	£8,415.00	<b>£8,415.00</b>
Licence for Provisional Statement Holders	<b>5,000.00</b>	£4,223.00	<b>£4,223.00</b>
<b>Bingo Club</b>			
<b>New application</b>	<b>3,500</b>	£3,023.00	<b>£3,023.00</b>
1 <sup>st</sup> Annual Fee ***	<b>50% of annual fee</b>	£440.00	<b>£440.00</b>
Annual Fee	<b>1,000</b>	£880.00	<b>£880.00</b>
Variation	<b>1,750</b>	£1,510.00	<b>£1,510.00</b>
Transfer	<b>1,200</b>	£1,005.00	<b>£1,005.00</b>
Reinstatement	<b>1,200</b>	£1,005.00	<b>£1,005.00</b>

\*\*\* 1<sup>st</sup> Annual Fee is due 30 days after licence is granted, and annual fee is due on anniversary date of grant

<b>GAMBLING ACT 2005 PREMISES LICENCES APPLICATIONS</b>	<b>Maximum Fees prescribed by regulations (Gambling Act 2005)</b>	<b>Existing Charge 2016/17</b>	<b>Proposed Charge 2017/2018 plus %age and Rounded</b>
<b>Bingo Club (cont'd)</b>			
Provisional Statement	<b>3,500</b>	£2,890.00	<b>£2,890.00</b>
Licence for Provisional Statement Holders	<b>1,200</b>	£1,005.00	<b>£1,005.00</b>
<b>Betting Premises (excluding tracks)</b>			
New application	<b>3,000.00</b>	£2,370.00	<b>£2,370.00</b>
1 <sup>st</sup> Annual Fee ***	<b>50% of annual fee</b>	£263.00	<b>£263.00</b>
Annual Fee	<b>600.00</b>	£526.00	<b>£526.00</b>
Variation	<b>1,500.00</b>	£1,180.00	<b>£1,180.00</b>
Transfer	<b>1,200.00</b>	£920.00	<b>£920.00</b>
Reinstatement	<b>1,200.00</b>	£920.00	<b>£920.00</b>
Provisional Statement	<b>3,000.00</b>	£2,370.00	<b>£2,370.00</b>
Licence for Provisional Statement Holders	<b>1,200.00</b>	£920.00	<b>£920.00</b>
<b>Betting Tracks</b>			
New application	<b>2,500.00</b>	£1,970.00	<b>£1,970.00</b>
1st Annual Fee ***	<b>50% of annual fee</b>	£395.00	<b>£395.00</b>
Annual Fee	<b>1,000.00</b>	£790.00	<b>£790.00</b>
Variation	<b>1,250.00</b>	£1,050.00	<b>£1,050.00</b>
Transfer	<b>950.00</b>	£790.00	<b>£790.00</b>
Reinstatement	<b>950.00</b>	£790.00	<b>£790.00</b>
Provisional Statement	<b>2,500.00</b>	£1,970.00	<b>£1,970.00</b>
Licence for Provisional Statement Holders	<b>950.00</b>	£825.00	<b>£825.00</b>
<b>Family Entertainment Centre (FEC)</b>			
New application	<b>2,000.00</b>	£1,575.00	<b>£1,575.00</b>
1 <sup>st</sup> Annual Fee ***	<b>50% of annual fee</b>	£329.00	<b>£329.00</b>
Annual Fee	<b>750.00</b>	£658.00	<b>£658.00</b>

\*\*\* 1<sup>st</sup> Annual Fee is due 30 days after licence is granted, and annual fee is due on anniversary date of grant thereafter.

<b>GAMBLING ACT 2005 PREMISES LICENCES APPLICATIONS</b>	<b>Maximum Fees prescribed by regulations (Gambling Act 2005)</b>	<b>Existing Charge 2016/17</b>	<b>Proposed Charge 2017/2018 plus %age and Rounded</b>
<b>Family Entertainment Centre (FEC)</b>			
Variation	<b>1,000.00</b>	£790.00	<b>£790.00</b>
Transfer	<b>50.00</b>	£50.00 (max)	<b>£50.00 (max)</b>
Reinstatement	<b>950.00</b>	£790.00	<b>£790.00</b>
Provisional Statement	<b>2,000.00</b>	£1,577.00	<b>£1,577.00</b>
Licence for Provisional Statement Holders	<b>950.00</b>	£790.00	<b>£790.00</b>
<b>Adult Gaming Centre (AGC)</b>			
New application	<b>2,000.00</b>	£1,577.00	<b>£1,577.00</b>
1 <sup>st</sup> Annual Fee ***	<b>50% of annual fee</b>	£394.00	<b>£394.00</b>
Annual Fee	<b>1,000.00</b>	£788.00	<b>£788.00</b>
Variation	<b>1,000.00</b>	£788.00	<b>£78.00</b>
Transfer	<b>1,200.00</b>	£1,050.00	<b>£1,050.00</b>
Reinstatement	<b>1,200.00</b>	£1,050.00	<b>£1,050.00</b>
Provisional Statement	<b>2,000.00</b>	£1,577.00	<b>£1,577.00</b>
Licence for Provisional Statement Holders	<b>1,200.00</b>	£1,044.00	<b>£1,044.00</b>

\*\*\* 1<sup>st</sup> Annual Fee is due 30 days after premises licence is granted, and annual fee is due on anniversary date of grant thereafter.

<b>GAMBLING ACT 2005 PREMISES LICENCES APPLICATIONS</b>	<b>Maximum Fees prescribed by regulations (Gambling Act 2005)</b>	<b>Existing Charge 2016/17</b>	<b>Proposed Charge 2017/2018 plus %age and Rounded</b>
<b>Occasional Use Notices (OUNs)</b>	<b>No Fee Permitted</b>	No Fee Permitted	<b>No Fee Permitted</b>
<b>Temporary Use Notices (TUNs)</b>	<b>500.00</b>	£306.00	<b>£306.00</b>
<b>Notification of Change of Details</b>	<b>50.00</b>	£46.25	<b>£46.25</b>
<b>Copy of Licence/Notice</b>	<b>25.00</b>	£19.50	<b>£19.50</b>



## STALL MARKETS

(All Stall Market charges are exempt from VAT)

	Existing Charge 2016/17 £	Proposed Charge 2017/18 £
<b>Bakewell Market</b>		
9ft Stall	<b>26.30</b>	<b>26.30</b>
12ft Stall	<b>34.20</b>	<b>34.20</b>
Butcher's Lorry	<b>77.20</b>	<b>77.20</b>
Fast Food Catering Trailer	<b>38.50</b>	<b>38.50</b>
Fish Van	<b>23.00</b>	<b>23.00</b>
Hot Drinks Trailer	<b>34.20</b>	<b>34.20</b>
Charges per additional foot	<b>3.90</b>	<b>3.90</b>
<b>Wirksworth Market</b>		
8ft Stall	<b>15.70</b>	<b>15.70</b>
Fish Trailer	<b>25.90</b>	<b>25.90</b>
<b>Ashbourne Market</b>		
9ft Stall	<b>19.50</b>	<b>19.50</b>
12ft Stall	<b>23.80</b>	<b>23.80</b>
Charges per additional foot	<b>3.20</b>	<b>3.20</b>
<b>Matlock Market</b>		
Tuesday Market	<b>20.90</b>	<b>20.90</b>
Friday Market	<b>23.00</b>	<b>23.00</b>
Large Internal cabin	<b>181.20</b>	<b>181.20</b>
Greengrocer (external cabin)	<b>240.20</b>	<b>240.20</b>
Small Internal Cabin	<b>102.30</b>	<b>102.30</b>
Butcher (Cabin)	<b>102.30</b>	<b>102.30</b>

	<b>Existing Charge 2016/17</b> £	<b>Proposed Charge 2017/18</b> £
<b>CASUAL TRADERS</b>		
(stall fee as above to be added to this fee)	<b>2.80</b>	<b>2.80</b>
<b>CHARITY MARKET STALL – NOT FOR PROFIT ORGANISATIONS</b>		
Hire of stall	<b>8.90</b>	<b>8.90</b>
<b>TRADER PARKING</b>		
Parking for Stall Market Traders (per vehicle)	<b>3.80</b>	<b>3.80</b>

<b>Parks &amp; Recreation Ground Fees 2016-17</b>			
<b>ACTIVITY</b>	<b>Existing Charge 2016-17 inclusive VAT £</b>	<b>Proposed Charge 2017-2018 exclusive of 20% VAT £</b>	<b>Proposed Charge 2017-2018 inclusive of 20% VAT and rounded £</b>
<b>Putting Greens per person</b> [VAT applicable]			
Full	3.05	2.63	<b>3.15</b>
Concession	1.60	1.38	<b>1.65</b>
<b>Tennis/Hard Court Area</b> [VAT applicable]			
Hire per tennis court per hour			
Full	7.00	6.00	<b>7.20</b>
Concession	3.50	3.00	<b>3.60</b>
Hire of hard court area per hour			
Full	14.00	12.00	<b>14.40</b>
Concession	7.00	6.00	<b>7.20</b>
<b>Bowling Greens</b> [VAT applicable]			
Per person per hour			
Full	3.50	3.00	<b>3.60</b>
Concession	1.80	1.54	<b>1.85</b>
Reservation for exclusive use of green per match			
Full	27.00	23.17	<b>27.80</b>
Concession	13.50	11.58	<b>13.90</b>
Reservation per club per match			
Full	6.20	5.33	<b>6.40</b>
Full Concession	3.10	2.67	<b>3.20</b>
Season Ticket			
Full	43.75	37.54	<b>45.05</b>
Full Concession	21.80	18.71	<b>22.45</b>
Lease per season of Bakewell Bowling Green			
Special	85.00	Exempt from VAT	<b>87.55</b>
<b>Sports Pitches and Pavilions</b> [VAT applicable]			
Hire of pitch per session (inc marking out, preparation and use of pavilion – Football and Rugby)			
Full	40.50	34.75	<b>41.70</b>
Concession	20.30	17.42	<b>20.90</b>
Hire of pitch per session (inc marking out, preparation and use of pavilion) – Cricket			
Full	42.30	36.33	<b>43.60</b>
Concession	21.20	18.21	<b>21.85</b>
Hire of pitch for training only			
Full	31.80	27.29	<b>32.75</b>
Concession	15.90	13.67	<b>16.40</b>
Hire of changing facilities			
Full	13.90	11.92	<b>14.30</b>
Concession	7.00	6.00	<b>7.20</b>
Hire of Croquet Lawn			
Full	21.50	18.46	<b>22.15</b>
Concession	10.75	9.25	<b>11.10</b>
Hire of Artificial Cricket wicket (inc hire of changing facilities)			
Full	31.50	27.04	<b>32.45</b>
Concession	£15.60	13.42	<b>16.10</b>
Use of Recreation Grounds for Highland Gathering, Carnivals etc			
Special	FREE	FREE	FREE

## LEISURE SERVICES

ACTIVITY	Existing Charge 2016-2017 inclusive VAT £	Proposed Charge 2017- 2018 exclusive of 20% VAT £	Proposed Charge 2017- 2018 inclusive of 20% VAT (where applicable) and rounded £
<b>Cash Memberships</b>			
Fitness Freedom (12 Months)			
Full	396.00	330.00	396.00
Concession	268.00	223.33	268.00
Fitness Freedom (1 Month)			
Full	N/A	42.92	51.90
Concession	N/A	28.58	34.30
Fitness Suite (12 Months)			
Full	288.00	240.00	288.00
Concession	195.00	162.50	195.00
Bakewell Full	288.00	240.00	288.00
Bakewell Concession	195.00	162.50	195.00
Swimming (12 Months)			
Full	185.00	154.17	185.00
Concession	124.00	103.33	124.00
Climbing (6 Months)			
Full	125.00	104.17	125.00
Concession	83.75	69.79	83.75
Climbing (1 Month)			
Full	N/A	20.83	25.00
Concession	N/A	13.96	16.75
Active Leisure			
Annual Membership	6.20	5.33	6.40
Replacement Card	2.85	2.46	2.95
Non-Member Charge	0.50	0.42	0.50
<b>Direct Debit Memberships</b>			
Fitness Freedom			
Full	39.60	33.00	39.60
Concession	26.80	22.33	26.80
Fitness Suite			
Full	28.80	24.00	28.80
Concession	19.50	16.25	19.50
Bakewell Full	20.00	16.67	20.00
Bakewell Concession	13.40	11.17	13.40
Swimming			
Full	18.50	15.42	18.50
Concession	12.40	10.33	12.40
Climbing			
Full	25.00	20.83	25.00
Concession	16.75	13.96	16.75

<b>Use of Pool</b>				
<b>Swimming</b>				
	Full	3.75	3.21	3.85
	Concession	2.50	2.17	2.60
	Under 3	0.00	-	0.00
<b>Family (2 Full and up to 2 children)</b>				
	Special	10.40	8.92	10.70
	Additional children	1.10	0.96	1.15
<b>Splash-Out – Inflatable Sessions</b>				
	Full	3.75	3.21	3.85
	Concession	2.50	2.17	2.60
<b>12 for the price of 10 swims</b>				
	Full	38.50	32.08	38.50
	Concession	26.00	21.67	26.00
<b>Swimming Lessons (VAT exempt)</b>				
<b>Per Lesson</b>				
	Full	6.10	N/A	6.30
	Concession	5.00	N/A	5.15
	One to One	20.10	N/A	20.70
<b>Direct Debit (Swimming Lessons)</b>				
	Concession	19.15	N/A	19.70
<b>Fitness Suite</b>				
<b>Joining Fee</b>				
	Full	26.50	22.75	27.30
	Concession	26.50	22.75	27.30
<b>One Month Gym Pass (Cash)</b>				
	Full	40.30	34.58	41.50
	Concession	27.00	23.17	27.80
<b>Use of fitness Suite</b>				
	Full	6.40	5.50	6.60
	Concession	4.20	3.63	4.35
	One to One Tuition (VAT exempt)	20.10	N/A	20.60
	Exercise Referral Scheme	FREE	N/A	FREE
	Personal Training Session	N/A	25.00	30.00
<b>Miscellaneous</b>				
<b>Fitness Class (VAT exempt)</b>				
	Full	4.85	N/A	5.00
	Concession	3.20	N/A	3.30
<b>Shower &amp; Change</b>				
	Special	1.40	1.21	1.45
<b>Sports</b>				
	10 week Block Booking Fee	10.00	8.33	10.00
<b>Badminton/Short Tennis/Short Mat Bowling</b>				
	Full	10.00	8.58	10.30
	Concession	6.70	5.75	6.90
<b>50+ Badminton</b>				
	Special	N/A	2.00	2.40
<b>Table Tennis</b>				
	Full	7.60	6.54	7.85
	Concession	5.10	4.38	5.25
<b>Squash</b>				
	Full	7.50	6.46	7.75
	Concession	5.00	4.29	5.15

<b>Sporting Hire of Halls</b>				
<b>Main Hall</b>				
	Full	43.50	37.33	44.80
	Concession	29.25	25.13	30.15
<b>Half of Main Hall</b>				
	Full	N/A	18.13	21.75
	Concession	N/A	12.17	14.60
	Non Constituted Club	N/A	18.13	21.75
<b>Minor Hall</b>				
	Full	22.00	18.92	22.70
	Concession	14.80	12.71	15.25
<b>Arc Studio</b>				
	Full	N/A	18.33	22.00
	Concession	N/A	12.33	14.80
<b>Clubs &amp; Business Bookings/ hire</b>				
	6 Month Club Affiliation	36.00	30.83	37.00
<b>Hire of Hall Non-Constituted Clubs</b>				
	Main Hall	43.50	37.33	44.80
	Minor Hall/ Arc Studio	22.00	18.88	22.65
<b>Swimming Pool</b>				
<b>Main Pool per Lane</b>				
	Private Hire	13.40	11.50	13.80
	Club Hire	9.00	7.71	9.25
<b>Arc Teaching Pool</b>				
	Private Hire	N/A	28.42	34.10
	Club Hire	N/A	12.83	15.40
	Party	N/A	52.84	63.40
<b>Meeting Rooms / Community Room/ Viewing Area</b>				
	Arc Leisure Matlock	15.00	12.88	15.45
	Ashbourne Leisure Centre	20.00	17.17	20.60
	Wirksworth Leisure Centre	15.00	12.88	15.45
<b>Climbing Room (Wirksworth Leisure Centre)</b>				
<b>Use of Walls (Inc Bouldering)</b>				
	Full	5.00	4.29	5.15
	Concession	3.35	2.88	3.45
	Child under 14(Maximum of 2 per Adult)	2.00	1.71	2.05
<b>12 for the price of 10 Climb</b>				
	Full	50.00	42.92	51.50
	Concession	33.50	28.75	34.50
<b>Basic Tuition (VAT Exempt)</b>				
	Full	20.20	N/A	20.80
	Concession	13.50	N/A	13.90
<b>Climbing Lesson (VAT Exempt)</b>				
	Full	6.10	N/A	6.30
	Concession	5.00	N/A	5.15
<b>One to One instruction (VAT Exempt)</b>				
		20.10	N/A	20.70
<b>Hire of Staff per hour (not eligible for concessions)</b>				
<b>Leisure Attendant/Lifeguard</b>				
	Full	23.30	20.00	24.00
	Level 1 Sports Coach	26.00	N/A	26.80
	Level 2 Sports Coach	29.50	N/A	30.40
<b>Hire Areas/Equipment</b>				
<b>Pool Party (includes lifeguards, pool &amp; viewing area)</b>				

Inc. Inflatable	211.00	180.83	217.00
Exc. Inflatable	131.00	112.50	135.00
<b>Sports Hall Inflatable (inc 1 attendant)</b>			
Special	45.80	39.33	47.20
<b>Racket/Bat / Kwik Cricket / Belay Device</b>			
Special	1.90	1.63	1.95
<b>Hire of Cricket Nets</b>			
Per booking	12.75	10.96	13.15
<b>Coaching Course per session (Trampoline, Football) (VAT Exempt)</b>			
Full	6.10	N/A	6.30
Concession	5.00	N/A	5.15
<b>Holiday Leisure Pass</b>			
3-day Fitness Suite & Swim	14.20	12.21	14.65