

## Guidance on Completion of Schedule of Fees & Charges

Please read through the Fees and Charges Policy which can be found on the CCC website on the following page <https://www.cambridgeshire.gov.uk/council/finance-and-budget/business-plans/fees-and-charges/>

The County Council's Business Plan will include a detailed schedule of standard fees & charges. In order for Service Committees to review the schedules at their November meetings, these templates need to be completed and returned to Tessa Adams by **Monday 14 October 2019**.

Each Service Area should already have a schedule (see other tab within this spreadsheet) with details of all of their **standard fees and charges levied to the public**. This should now include Service Area proposals for 2020-21 rates so that these can be considered by Service Committees at the same time as the final full draft of the revenue budget tables in December.

Please note that the inflation increase is 3%.

The following should be **excluded** from the schedule:

- Service user contributions where these are linked to their ability to pay
- Individually negotiated fees and charges.
- √ Fees and charges that are not standard across the whole county.
- Formally individually agreed leases.
- Anything that generates less than £100k

We recognise that this request covers a reasonably large volume of information, but it is not intended to be an excessively onerous exercise. It is expected that most of the information is already held within

### Explanation of information required in Schedule of Fees & Charges:

#### Service Area

Select the relevant service area.

#### Directorate

Select the relevant directorate.

#### Policy Line

Select the relevant policy line, as per Business Plan finance tables. Note, the relevant directorate must be selected in order for the policy line dropdown to function.

#### Service

Enter the name of the specific service (if relevant).

#### Description of charge

Enter the name / description of the charge, keeping it as succinct as possible. All charges should have a separate line, but similar charges should be grouped together, e.g., room booking charges for various rooms in a particular Council building.

#### 2019-20 Charge (£)

The current charge for 2019-20

#### 2019-20 Charge (£)

Enter the proposed charge for 2020-21

#### Full cost recovery?

Enter whether the charge fully or partially recovers the cost of providing the service.  
Where a service is not provided, please enter n/a (i.e. room hire).

#### Additional information

Include here any additional information, such as the rationale for a proposed increase, etc. (Please delete/amend as necessary for this financial year).  
\*This information is published

#### Internal comments

Include here any additional information for internal viewing only.

#### Officer contact

Enter the name of the appropriate officer contact should Finance have any queries relating to the charge (this information will **not** be published).  
Include here any additional information, such as the rationale for a proposed increase, etc.

Full  
Partial  
N/A

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Highways	Licenses and Permits	Licenses and Permits				
Place & Economy	Highways	Licenses and Permits	Permission to deposit a skip on the highway	£45 for 14 days	£46.35 for 14 days	£46.35 renewal for every 14 days or part of thereafter	
Place & Economy	Highways	Licenses and Permits	Fine for unauthorised skip on the highway	£300	£309		
Place & Economy	Highways	Licenses and Permits	Store Materials on the Highway	£45 for 14 days	£46.35 for 14 days	£46.35 renewal for every 14 days or part of thereafter	
Place & Economy	Highways	Licenses and Permits	Permission to erect scaffolding/hoarding over the highway	£125 for 30 days	£129 for 30 days	£129 renewal for every 30 days or part of thereafter	
Place & Economy	Highways	Licenses and Permits	Obligation to dispense with consent for erection of hoarding/fence	£125	£129		
Place & Economy	Highways	Licenses and Permits	Oversailing licence	TBC	TBC		
Place & Economy	Highways	Licenses and Permits	Banner licence	£45	£46.35		
Place & Economy	Highways	Licenses and Permits	Traffic counter licence	£45	£46.35		
Place & Economy	Highways	Licenses and Permits	Street licences (chairs and tables)	£100 per sqm within Cambridge historic core are. £50 per sqm outside historic core and county wide. £250 minimum payment upfront to cover admin cost (to be deducted from the cost of the licence if application successful.	£100 per sqm within Cambridge historic core are. £50 per sqm outside historic core and county wide. £250 minimum payment upfront to cover admin cost (to be deducted from the cost of the licence if application successful.		
Place & Economy	Highways	Licenses and Permits	Streetworks Section 50 licences- apparatus on public highway	£495 for upto 200m. Additional £150 / 200m over and above initial 200m. Bond is also required, details on application.	£509.85 for upto 200m Additional £154.50 / 200m over and above initial 200m. Bond is also required, details on application.		
Place & Economy	Highways	Licenses and Permits	Licence to Excavate Highway (Road Opening)	£220 upto 200m length. Additional £150 / 200m over and above initial 200m.	£226.60 upto 200m length. Additional £154.50 / 200m over and above initial 200m.		
Place & Economy	Highways	Licenses and Permits	Third Party Roadspace Booking	£45.00	£46.35		

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Place & Economy	Highways	Highways and Traffic Orders	Highways and Traffic Orders				
Place & Economy	Highways	Highways and Traffic Orders	Implementation of TRO's	Actual cost of work +20% admin fee (min charge £270)	Actual cost of work +20% admin fee (min charge £351)		
Place & Economy	Highways	Highways and Traffic Orders	Temporary road closures	£1,030	£1,061		
Place & Economy	Highways	Highways and Traffic Orders	Emergency road closures	£725.00	£746.75		
Place & Economy	Highways	Highways and Traffic Orders	TRO advertisement for Private / Third Party Funded Works, Businesses and other Private Bodies	£1,030 cost of the legal order £250 non-refundable, upfront payment to cover staff costs plus additional cost of staff depending on complexity of order.	£1,061		
Place & Economy	Highways	Highways and Traffic Orders	Temporary road closures (Special Events)	£1,030 maximum cost of the legal order. Plus actual staff cost per event - dependant on nature / type / size of event.	£1,061		
Place & Economy	Highways	Highways	Other Charges				
Place & Economy	Highways	Highways	Private works, including clearance of debris following accident	Actual cost of work + 20% administration / supervision fee (with a minimum charge of £120)	Actual cost of work + 20% administration / supervision fee (with a minimum charge of £120)		
Place & Economy	Highways	Highways	Private works - Third Party Requests	Actual cost of work + officer fees. £500 non-refundable application fee for feasibility assessment applies at point of application.	Actual cost of work + officer fees. £500 non-refundable application fee for feasibility assessment applies at point of application.	Depending on size of scheme, 20% does not cover costs on low value schemes, but over recovers on higher value schemes.	
Place & Economy	Highways	Highways	Traffic speed & volume survey. Provision of 24/7 traffic data over a 1 week period.	£350 for one site + £150 per additional site.	£350 for one site + £150 per additional site.		£350 upfront charge
Place & Economy	Highways	Highways	Dropped crossings	£190 upfront charge If application is unsuccessful then £110 refunded	£195 upfront charge If application is unsuccessful then £110 refunded	Full	
Place & Economy	Highways	Highways	Access Protection Markings	£120 inc VAT (£100 plus VAT)	150 inc VAT (£125 plus VAT)	Partial	This is an incremental step to cover the actual cost of delivery of the service
Place & Economy	Highways	Highways	Section 142 Licence to Cultivate	£120.00	£125.00	Full	
Place & Economy	Highways	Highways	Removal of obstructions/Reinstatement of ploughed/cropped paths	£170.00	£175.00	Full	

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Place & Economy	Highways	Highways	Tourist signs	Actual cost of work + 20% administration / supervision fee (minimum, upfront charge of £270)	Actual cost of work + 20% administration / supervision fee (minimum, upfront charge of £278.10)		
Place & Economy	Highways	Traffic Signals	<b>Traffic Signals</b>				
Place & Economy	Highways	Traffic Signals	Charge for switching off or on traffic lights for roadworks, between 06:00hrs to 22:00hrs weekdays	£160.24 per off or on + % yearly increase, determined in Jan'19	£171.85 per off or on + % yearly increase, determined in Jan'20	Full	Rate fixed by Cambridgeshire County Council but work arranged with and paid directly to supplier
Place & Economy	Highways	Traffic Signals	Charge for switching off or on traffic lights for roadworks, between 22:00hrs to 06:00hrs weekdays and at all times during the weekend	£192.29 per off or on + % yearly increase, determined in Jan'19	£206.22 per off or on + % yearly increase, determined in Jan'20	Full	Rate fixed by Cambridgeshire County Council but work arranged with and paid directly to supplier
Place & Economy	Highways	Traffic Signals	Charges for traffic signal data	£123.00	£126.70	Full	
Place & Economy	Highways	Traffic Signals	Commuted sums for traffic signals and ITS systems	Price on application, dependent on size and type of asset. Based on 20 years of maintenance costs plus one full refurbishment	Price on application, dependent on size and type of asset. Based on 20 years of maintenance costs plus one full refurbishment	Full	
Place & Economy	Highways	Traffic Signals	Vetting of Traffic Signal Designs	5% of traffic signal, associated equipment and system costs	5% of traffic signal, associated equipment and system costs	Full	
Place & Economy	Highways	Traffic Signals	Traffic Signal Factory Acceptance Test (FAT), Site Acceptance Test (SAT) and joint post commissioning monitoring	2.5% of traffic signal and associated equipment and systems cost.	2.5% of traffic signal and associated equipment and systems cost.	Full	
Place & Economy	Highways	Traffic Signals	Traffic signal pre-application input	£49.50 + VAT	£51.00 + VAT	Full	
Place & Economy	Highways	Road Safety	<b>Road Safety</b>				
Place & Economy	Highways	Road Safety	Safety Comments report	£287 for standard small schemes.	£296 for standard small schemes.	on average across all schemes expected to be full cost recovery	
Place & Economy	Highways	Road Safety	Road Safety Audit stage 1 (Or review of audit)	£641 - £1,428 plus mileage. For highways works in excess of £1million individual quote will be prepared.	£660 - £1,471 plus mileage. For highways works in excess of £1million individual quote will be prepared.	on average across all schemes expected to be full cost recovery	
Place & Economy	Highways	Road Safety	Road Safety Audit stage 2 (Or review of audit)	£641 - £1,428 plus mileage. For highways works in excess of £1million individual quote will be prepared.	£660 - £1,471 plus mileage. For highways works in excess of £1million individual quote will be prepared.	on average across all schemes expected to be full cost recovery	

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Place & Economy	Highways	Road Safety	Road Safety Audit stage 3 (Or review of audit)	£1,084 - £1,927 plus mileage. For highways works in excess of £1million individual quote will be prepared.	£1,117 - £1,985 plus mileage. For highways works in excess of £1million individual quote will be prepared.	on average across all schemes expected to be full cost recovery	
Place & Economy	Highways	Road Safety	Road Safety Engineer (Investigations, road safety advice or participation in 3rd party audit)	Hourly rate £71/hr	Hourly rate £73/hr	Full	
Place & Economy	Highways	Road Safety	Crash-Car resource	Schools/Colleges FOC  FULL DAY £540 Half day (<4hrs) £360 + mileage for out of county	N/A Rate will be removed		resource no longer available
Place & Economy	Highways	Road Safety	Driver Training – including minibus training, defensive driver training, driver workshops and other bespoke packages for businesses.	Price on application	Price on application		Actual cost of service including officer time.  Price will vary as each group is tendered off a framework by mini competition.
Place & Economy	Highways	Road Safety	Other road safety resources (inc. Calorie Gallery, Batak & Carbometer)	Schools/Colleges FOC  FULL DAY £407 Half day (<4hrs) £283 + mileage for out of county	Schools/Colleges FOC  FULL DAY £419 Half day (<4hrs) £291 + mileage for out of county		
Place & Economy	Highways	Highway Assets	Highways				
Place & Economy	Highways	Highway Assets	Service requested which is not listed below	Quotation will be provided. Enhanced service: £63.60 per officer hour (inc VAT) EIR: £50 per officer hour	To be reviewed Jan / Feb 2020		Enquire online at <a href="http://www.cambridgeshire.gov.uk/info/20092/business_with_the_council/573/highway_searches">http://www.cambridgeshire.gov.uk/info/20092/business_with_the_council/573/highway_searches</a>
Place & Economy	Highways	Highway Assets	Certified copy of Definitive Map/highway record/ Common or Village Green	£55.20 (inc VAT), by post or by email (pdf)	To be reviewed Jan / Feb 2020		Non-statutory charge made under relevant legislative provisions  Enhanced service Copy of relevant document certified that it is a true copy of the actual legal record
Place & Economy	Highways	Highway Assets	Highway boundary/extent/status enquiries (Advice including site surveys, documentation and written advice provided as applicable)	£73.20 for single initial site plan and 1 hour of officer time (inc VAT), plus travelling expenses @45p per mile (+ VAT)	To be reviewed Jan / Feb 2020		Enhanced service For further information and to apply, please see <a href="http://www.cambridgeshire.gov.uk/info/20092/business_with_the_council/573/highway_searches">http://www.cambridgeshire.gov.uk/info/20092/business_with_the_council/573/highway_searches</a>
Place & Economy	Highways	Highway Assets	Section 38/278 HA80 or s106 TCPA90 agreements for road adoption or development	£135	£140		Amendment of the legal highway record and records management (charged at sealing of Agreement)

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Place & Economy	Highways	Highway Assets	Copy of s38/278 HA80 road adoption agreement or s106 TCPA90 affecting highway	Enhanced service: Document only; will be checked as being correct. Supplied within 3 working days: £4.80 by email (pdf) or post (inc VAT).  EIR: Document only, no check. Supplied within 20 working days: £3.35 by email (pdf) or post.	To be reviewed Jan / Feb 2020		Document only, no advice. Non-statutory charge made under relevant legislative provisions
Place & Economy	Highways	Highway Assets	Section 25/118/119 Highways Act 1980 Public Path Order applications (no certification)	Enhanced service: £3,990 admin fee (inc VAT) + cost of newspaper notices + travelling expenses (45p/mile +VAT). If order is contested and has to be sent to the Secretary of State for determination, officer time will be charged @ £53/hr to that point in the process.	To be reviewed Jan / Feb 2020		These orders are used to create, stop up or divert a public right of way where no certification for works is required.
Place & Economy	Highways	Highway Assets	Section 25/118/119 Highways Act 1980 Public Path Order applications (with certification)	£4,212 admin fee (inc VAT) + cost of newspaper notices + travel expenses (45p/mile + VAT). If order is contested and has to be sent to the Secretary of State for determination, officer time will be charged @ £53/hr to that point in the process.	To be reviewed Jan / Feb 2020		Web guidance available. Non-statutory charge made under relevant legislative provisions
Place & Economy	Highways	Highway Assets	Section 257 Town & Country Planning Act 1990 Public Path Order applications	£4,674 admin fee (inc VAT) + cost of newspaper notices + travelling expenses (45p/mile +VAT). If order is contested and has to be sent to the Secretary of State for determination, officer time will be charged @ £53/hr to that point in the process.	To be reviewed Jan / Feb 2020		Web guidance available. Non-statutory charge made under relevant legislative provisions. Cambridgeshire County Council undertakes these applications on behalf of most district councils. Please contact us for advice.
Place & Economy	Highways	Highway Assets	Legal Event Modifications Orders (LEMO)	£265 (No VAT)	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	Section 116 Highways Act 1980 stopping up/diversion of highway applications (Used to stop up or divert any class of highway)	Stage 1: Pre-application consultations: £135 (inc VAT) for County Council internal consultations on proposal.  Stage 2: Enhanced service Fee of £875 (inc VAT) for advice, drafting of Order plan; travelling expenses at 45p/mile (+ VAT).  Stage 3: Legal fee of c.£2,500 – 4,500, plus officer time @ £63.60/hr (inc VAT) if required and disbursements  Stage 4: The registration of the order on County Council's legal record upon successful completion including archiving of file will cost £135. Charged together with Stage 3 costs.	To be reviewed Jan / Feb 2020		Hyperlink for enhanced service: <a href="http://www.cambridgeshire.gov.uk/info/20092/business_with_the_council/573/highway_searches">http://www.cambridgeshire.gov.uk/info/20092/business_with_the_council/573/highway_searches</a>

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Place & Economy	Highways	Highway Assets	Section 247 Town & Country Planning Act 1990 Stopping up/diversion of highway applications; (Used to stop up or divert highway affected by development)  For guidance and information on how to apply please see below:  <a href="http://www.cambridgeshire.gov.uk/info/20081/roads_and_pathways/116/highway_records">http://www.cambridgeshire.gov.uk/info/20081/roads_and_pathways/116/highway_records</a>	Stage 1: Initial scoping enquiry - free.  Stage 2: Enhanced service Charged at rate of £63.60 per officer hour; travelling expenses at 45p/mile (+ VAT).  Stage 3: undertaken by Secretary of State. If further officer advice is required this will be charged at £63.60/hr (inc VAT).  Stage 4: Post-completion of order fee for registration on County Council's legal record £53 (no VAT).	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - Full search	Enhanced service fee (guaranteed; 3 days): £48.00 inc VAT	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - Qu2.1 (a,b,c,d) Roads adopted	Enhanced service fee (guaranteed; 3 days): £4.80  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - Qu2.2 Public Rights of Way crossing/abutting land	Enhanced service fee (guaranteed; 3 days): £4.80  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - Qu2.5 Plan showing Public Rights of Way	£14.40 inc VAT	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - Qu2.4 Pending applications to record PROW	Enhanced service fee (guaranteed; 3 days): £4.80  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - Qu2.3 Pending orders to stop-up, divert, create, extinguish PROW	Enhanced service fee (guaranteed; 3 days): £4.80  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - Qu3.2 Land required for road works	Enhanced service fee (guaranteed; 3 days): £4.80  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - Qu3.4 (a,b,c,d,e,f) Nearby road schemes	Enhanced service fee (guaranteed; 3 days): £6.00 inc VAT  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - Qu3.5 Nearby railway schemes	Enhanced service fee (guaranteed; 3 days): £4.80  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - Qu3.6 (a,b,c,d,e,f,g,h,i,j,k,l) Traffic Schemes	Enhanced service fee (guaranteed; 3 days): £7.20 inc VAT  EIR fee (supply only; within 20 days): £4.20	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - Qu3.7e Outstanding notices - highways	Enhanced service fee (guaranteed; 3 days): £4.80  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		

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Place & Economy	Highways	Highway Assets	CON29R - Qu3.7e Outstanding notices - flooding	Enhanced service fee (guaranteed; 3 days): £6.00 inc VAT  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29R - additional questions	Enhanced service fee (guaranteed; 3 days): £4.80  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29O - Qu16 Mineral consultation areas	Enhanced service fee (guaranteed; 3 days): £4.80  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29O - Qu22.1 Common ground + town/village green	Enhanced service fee (guaranteed; 3 days): £4.80  EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		



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Place & Economy	Highways	Highway Assets	CON29O - Qu21 Flood defense and land drainage consents	Enhanced service fee (guaranteed; 3 days): £4.80 EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	CON29O - Qu22.2 Registration of landowner deposits under S15A Commons Act 2006 or 31A HA80	Enhanced service fee (guaranteed; 3 days): £4.80 EIR fee (supply only; within 20 days): £3.35	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	Pre-Application Planning Advice - Category 1 (Consideration of proposed development; discussion of specific PROW issues with site; provision of written advice including legal mechanisms required for any changes to PROW network, map from legal record.)	Charged at £63.60 (inc VAT) per officer hour, starting at £318 (inc VAT). Work required will be assessed and a quotation provided.	To be reviewed Jan / Feb 2020		See initial Guidance and checklist for public path order applicants on website under 'Highways Act 1980' at <a href="http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement">http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement</a>
Place & Economy	Highways	Highway Assets	Pre-Application Planning Advice - Category 2	Charged at £63.60 (inc VAT) per officer hour, starting at £318 (inc VAT). Work required will be assessed and a quotation provided.	To be reviewed Jan / Feb 2020		See initial Guidance and checklist for public path order applicants on website under 'Highways Act 1980' at <a href="http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement">http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement</a>
Place & Economy	Highways	Highway Assets	Pre-Application Planning Advice - Category 3	Charged at £63.60 (inc VAT) per officer hour, starting at £318 (inc VAT). Work required will be assessed and a quotation provided.	To be reviewed Jan / Feb 2020		See initial Guidance and checklist for public path order applicants on website under 'Highways Act 1980' at <a href="http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement">http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement</a>
Place & Economy	Highways	Highway Assets	Pre-Application Planning Advice - Category 4	Charged at £63.60 (inc VAT) per officer hour, starting at £318 (inc VAT). Work required will be assessed and a quotation provided.	To be reviewed Jan / Feb 2020		See initial Guidance and checklist for public path order applicants on website under 'Highways Act 1980' at <a href="http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement">http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement</a>
Place & Economy	Highways	Highway Assets	Pre-Application Planning Advice - Category 5	Charged at £63.60 (inc VAT) per officer hour, starting at £318 (inc VAT). Work required will be assessed and a quotation provided.	To be reviewed Jan / Feb 2020		See initial Guidance and checklist for public path order applicants on website under 'Highways Act 1980' at <a href="http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement">http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement</a>
Place & Economy	Highways	Highway Assets	Pre-Application Planning Advice - Category 6	Charged at £63.60 (inc VAT) per officer hour, starting at £318 (inc VAT). Work required will be assessed and a quotation provided.	To be reviewed Jan / Feb 2020		See initial Guidance and checklist for public path order applicants on website under 'Highways Act 1980' at <a href="http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement">http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement</a>

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Place & Economy	Highways	Highway Assets	Highway boundary/extent extracts: Enhanced Service  Document only; will be checked as being correct. Supplied within 3 working days	Answer from database by email (pdf): £27.60 (inc VAT)  Answer from database by post: £33.60 (inc VAT)  Answer requiring physical retrieval from archives by email (pdf): £73.20 (inc VAT)  Answer requiring physical retrieval from archives by post: £78 (inc VAT)	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	<u>EIR</u> - Highway boundary/extent extracts: Enhanced Service  Document only; no check. Supplied within 20 working days	Please pay online at: <a href="http://www.cambridgeshire.gov.uk/highwaysearches">http://www.cambridgeshire.gov.uk/highwaysearches</a> using the 'Pre-agreed fee' option.  Answer from database by email (pdf): £19  Answer from database by post: £23  Answer requiring physical retrieval from archives by email (pdf): £50  Answer requiring physical retrieval from archives by post: £53	To be reviewed Jan / Feb 2020		

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Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Highways	Highway Assets	Certified copy of extract of List of Streets/highway records	Enhanced service: copy of relevant documentation certified that it is a true copy of the actual legal record: £55.20 (inc VAT) by email (pdf) or post.	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	Public Rights of Way on the Definitive Map & Statement and orders relating to the same	Free	To be reviewed Jan / Feb 2020		Viewable at Shire Hall, Cambridge CB3 0AP upon appointment during normal office hours  Digital version and guidance available here: <a href="http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement">http://www.cambridgeshire.gov.uk/info/20012/arts_green_spaces_and_activities/199/definitive_map_and_statement</a>
Place & Economy	Highways	Highway Assets	Copy of extract of the Definitive Map & Statement (including Public Path Orders and other deeds relating to the same)	Enhanced service: Document only; will be checked as being correct. Supplied within 3 working days. £4.80 (inc VAT) by email (pdf) or post  EIR: Document only, no check. Supplied within 20 working days. £3.35 by email (pdf) or post	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	Copies of Landowner Deposits under Section 31(6) Highways Act 1980 and s15A Commons Act 2006, and any subsequent declarations	£53.00 by email or post (inc VAT)  £41.50 by email or post	To be reviewed Jan / Feb 2020		Enhanced service: Documents only; will be checked as being correct. Supplied within 3 working days, or as advised where documents require extraction from archive EIR: Document only, no check. Supplied within 20 working days
Place & Economy	Highways	Highway Assets	Public Rights of Way enquiries - advice (Written advice and documentation provided as applicable)	£73.20 (inc VAT) for single initial site plan and 1 hour of officer time. Travelling expenses @45p per mile (+ VAT) and additional officer time at £63.60 per officer hour (inc VAT)	To be reviewed Jan / Feb 2020		For further information and to apply please see <a href="http://www.cambridgeshire.gov.uk/info/20092/business_with_the_council/573/highway_searches">http://www.cambridgeshire.gov.uk/info/20092/business_with_the_council/573/highway_searches</a>
Place & Economy	Highways	Highway Assets	Corrective applications for Commons & Town/Village Greens under Commons Act 2006	Unopposed applications: £3,509 (inc VAT), plus disbursements (legal advice if required; travelling expenses @ 45p/mile (+ VAT); legal Notices).  Opposed applications: £3,509 (inc VAT), plus officer time charged at £63.60/hr (inc VAT) and legal fees including barrister if public inquiry required, plus disbursements (travel, legal Notices, hire of hall)	To be reviewed Jan / Feb 2020		Applications to amend the Register of Commons or Village Greens
Place & Economy	Highways	Highway Assets	Copy or extract of the Commons Register or Town & Village Greens Register	Enhanced service: Document only; will be checked as being correct. Supplied within 3 working days: £4.80 by email (pdf) or post  EIR: Document only, no check. Supplied within 20 working days: £3.35 by email (pdf) or post	To be reviewed Jan / Feb 2020		

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Highways	Highway Assets	Certified copy of extract of Commons Register or Town & Village Greens Register	Enhanced service: Copy of relevant document certified that it is a true copy of the actual legal record: £55.20 (inc VAT) by post or email (pdf)	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Highway Assets	Public Rights of Way or Common Land and Town/Village Green Digital Datasets	Free	To be reviewed Jan / Feb 2020		(free since 1 June 2017)
Place & Economy	Highways	Highway Assets	Requests for other related highway or Public Right of Way Digital datasets  Service dependent upon availability and format of dataset	<u>Discretionary Service - Recovery of Costs only</u> Licensed with conditions as detailed above. Format dependent upon dataset. Provided by email or other format as agreed. Please contact Asset Information using the inquiry form via the link above before requesting data, as availability differs across datasets	To be reviewed Jan / Feb 2020	Work undertaken to provide datasets will be quoted on the basis of Enhanced and EIR hourly service rates detailed above.	Work undertaken to provide datasets will be quoted on the basis of Enhanced and EIR hourly service rates detailed above.
Place & Economy	Highways	Highway Assets	Commons & Village Greens enquiries - advice Written advice and documentation provided as applicable	£73.20 (inc VAT) for single initial site plan and 1 hour of officer time. Travelling expenses @45p per mile (+ VAT) and additional officer time at £63.60 per officer hour (inc VAT)	To be reviewed Jan / Feb 2020		
Place & Economy	Highways	Parking	Huntingdonshire				
Place & Economy	Highways	Parking	Parking fees	20p for 15 minutes Max stay= 1 hour	20p for 15 minutes Max stay= 1 hour		
Place & Economy	Highways	Parking	Parking Excess charge notices applicable to "paid for bays".	£60 (Reduced to £40 if paid within 14 days)	£60 (Reduced to £40 if paid within 14 days)		
Place & Economy	Highways	Parking	Excess Charge Notices	£60	£60 (Reduced to £40 if paid within 14 days)		
Place & Economy	Highways	Parking	Cambridge				
Place & Economy	Highways	Parking	<b>Band 1:</b> Monday to Saturday 8.30am to 6.30pm Free School Lane, King Street, Manor Street, Trumpington Street (north of Silver Street)	60p for 10 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 2: Monday to Saturday 8.30am to 6.30pm</b> Jesus Lane, Park Terrace Sun St	60p for 10 minutes	under review		

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Highways	Parking	<b>Band 3: Sunday 9.00am to 5.00pm</b> Free School Lane, King Street, Manor Street, Trumpington Street (north of Silver Street)	60p for 10 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 4: Sunday 9.00am to 5.00pm</b> Brookside, Lensfield Road, Regent Street, Tennis Court Road, Trumpington Street (south of Silver Street), Park Terrace	60p for 10 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 5: Monday to Saturday 8.30am to 6.30am</b> Brookside, Lensfield Road, Regent Street, Tennis Court Road, Trumpington Street (south of Silver Street), Park Terrace	70p for 15 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 6: Monday to Sunday 9.00am to 5.00pm</b> Gresham Road, Norwich Street, Russell Court, West Road	60p for 30 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 7: Sunday 9.00am to 5.00pm</b> Bateman Street, Castle Street, Chesterton Road (West of Victoria Avenue), Jesus Lane, Newnham Road, (north of Fen Causeway, west side near Maltings Lane), Northampton Street) Pantons Street, Pemberton Terrace, Pound Hill, Queens Road, Russell Street, Sun Street	60p for 30 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 8:</b> Monday to Friday 9.30am to 5.00pm Saturday 9.00am to 5.00pm Newnham Road(north of The Fen Causeway, westside near Maltings Lane), Queen's Road	70p for 15 minutes	under review		

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Highways	Parking	<b>Band 9:</b> Monday to Saturday 9.00am to 5.00pm Bateman Street, canterbury Street, Castle Street, Chesterton Road (west of Victoria Avenue), Chesterton Road (east of DeFreville Avenue, opposite numbers 168A to 170), DeFreville Avenue, Devonshire Road (east of Tenison Road), Emery Street, Ferry Path (Hamilton Road), Glisson Road, Gwydir Street (Mill Rd), Hamilton Road, Histon Road (North of Canterbury St), Humberstone Road, Mawson Road, mill Road Council Depot Access Road, Mill Street, Montague Road, Norfolk Street, Northampton Street, Panton Street, Pemberton Terrace, Pound Hill, Russell Street, St Barnabas Road	60p for 30 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 10:</b> Monday to Saturday 9.00am to 5.00pm Abbey Road, Arthur Street, Aylestone Road, Beche Road, Devonshire Road	60p for 30 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 11:</b> Monday to Saturday 9.00am to 5.00pm Broad Street, Cutter Ferry Close, Lady Margaret Road, Mount Pleasant, Newnham Walk, Ridley Hall Road, Sidgewick Avenue, Station Road, Trumpington Road, Union Road, Wordsworth Grove	60p for 30 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 12:</b> Monday to Saturday Max stay 1 hour 9.00am to 5.00pm Milton Road (Mitcham's Corner, layby adjacent to Springfield Road), Chesterton Road (east of Victoria Avenue, outside numbers 34 to 46	20p for 15 minutes	under review		

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Highways	Parking	<b>Band 13:</b> Clarendon Road, Great Northern Road, Huntingdon Road, Priory Road, River Lane, Saxon Road, St Matthew's Street, Shaftesbury Road, Sturton Street, Tenison Avenue, Tenison Road (south of George Pateman Court), Walnut Tree Avenue	60p for 30 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 14:</b> Monday to Saturday 7.00am to 5.00pm Newtown Road	20p for 15 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 15:</b> Monday to Saturday 9.00am to 5.00pm Parkside (o/s nos. 37 - 38)	50p for 20 minutes	under review		
Place & Economy	Highways	Parking	<b>Band 16:</b> Monday to Saturday 9.00am to 7.00pm Shire Hall Car Park	£1.20 per hour	under review		
Place & Economy	Highways	Parking	<b>Band 17:</b> Sundays 9.00am to 7.00pm Shire Hall Car Park	70p per hour	under review		
Place & Economy	Highways	Parking	<b>Band 18:</b> Saturday only 9.00am to 5.00pm Castle Court Car Park	£1.20 per hour	under review		
Place & Economy	Highways	Parking	<b>Band 19:</b> Sunday 9.00am to 5.00pm Castle Court Car Park	.70p per hour	under review		
Place & Economy			Saxon Road, Shelly Row, Sturton Street, Tenison Avenue, Tenison Road, Walnut Tree Avenue	Under review	under review		
Place & Economy	Highways	Parking	<b>Permits - Resident</b>				
Place & Economy	Highways	Parking	Accordia	£62	under review		
Place & Economy	Highways	Parking	Benson	£62	under review		
Place & Economy	Highways	Parking	Coleridge West	£52	under review		
Place & Economy	Highways	Parking	Kite	£98.25	under review		
Place & Economy	Highways	Parking	Brunswick	£98.25	under review		
Place & Economy	Highways	Parking	Castle Hill	£62	under review		
Place & Economy	Highways	Parking	De Freville	£62	under review		
Place & Economy	Highways	Parking	Guest	£92	under review		
Place & Economy	Highways	Parking	Morley	£56.25	under review		
Place & Economy	Highways	Parking	Newtown	£98.25	under review		

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Highways	Parking	Park Street	£98.25	under review		
Place & Economy	Highways	Parking	Petersfield	£62	under review		
Place & Economy	Highways	Parking	Regent Terrace	£98.25	under review		
Place & Economy	Highways	Parking	Riverside	£62	under review		
Place & Economy	Highways	Parking	Shaftesbury	£62	under review		
Place & Economy	Highways	Parking	Silverwood	£72	under review		
Place & Economy	Highways	Parking	Staffordshire	£98.25	under review		
Place & Economy	Highways	Parking	Tenison	£84.50	under review		
Place & Economy	Highways	Parking	West Cambridge	£72	under review		
Place & Economy	Highways	Parking	<b>Permits</b>				
Place & Economy	Highways	Parking	Visitors	£12.00	£12.00		
Place & Economy	Highways	Parking	Ely	£26.00	£26.00		
Place & Economy	Highways	Parking	Medical	£64.50 per bay	under review		
Place & Economy	Highways	Parking	Dispensations- medical	£0.00	under review		
Place & Economy	Highways	Parking	Dispensations - manual (health care workers)	£30.00	under review		
Place & Economy	Highways	Parking	Car Club	£52.00	under review		
Place & Economy	Highways	Parking	Waiver	£30 per day	under review		
Place & Economy	Highways	Parking	Adhoc bollard manning	£35.00 per hour	under review		
Place & Economy	Highways	Parking	<b>Penalty charge notices</b>	<b>On street Penalty Charge Notices</b> Higher contravention - £70 discounted by 50% to £35 if paid within 14 days. Lower contraventions £50, discounted by 50% to £25.00 if paid within 14 days. Bus Lane Penalty Charge Notices - £60 reduced by 50% if paid within 14 days to £30	<b>On street Penalty Charge Notices</b> Higher contravention - £70 discounted by 50% to £35 if paid within 14 days. Lower contraventions £50, discounted by 50% to £25.00 if paid within 14 days. Bus Lane Penalty Charge Notices - £60 reduced by 50% if paid within 14 days to £30		



# P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Highways	Parking	Parking Suspensions	£35.00 for each 5 metres	under review		
Place & Economy	Highways	Parking	Huntingdonshire	£0.80 per hour	£0.80 per hour		
Place & Economy	Highways	Street lighting	Street lighting				
Place & Economy	Highways	Street lighting	Admin fee to parish and district councils	Parishes – 20% Fenland – 10%	Parishes – 20%		
Place & Economy	Highways	Street lighting	Charge for the vetting service we provide to check lighting designs and lighting installations for new developments.	Initial vetting - £720.11 Subsequent vetting - £425/ per vetting	Initial vetting - £741.71 Subsequent vetting - £437.75/ per vetting		To cover costs
Place & Economy	Highways	Street lighting	Charges linked to technical approval checks and street lighting inventory records updates as detailed/required within the County Councils street lighting attachments policy. <u>Fees apply to commercial organisations only.</u>	<u>1-5 standard attachments in a single application</u> <b>Technical Approval Check fee</b> £13.25 to review application. <b>Street Lighting Inventory records Update fee</b> £8.85 for system administration for units covered by application. <u>6-10 standard attachments in a single application</u> <b>Technical Approval Check fee</b> £26.50 to review application. <b>Street Lighting Inventory records Update fee</b> £17.70 for system administration for units covered by application. <u>10+ attachments in a single application</u> <b>Technical Approval Check fee</b> £26.50 + £1.75 per additional attachment to review <b>Street Lighting Inventory records Update fee</b> £17.70 + £1.25 per additional attachment for administration <u>Banners</u> <b>Technical Approval Check fee</b> £13.25 to review for the first banner in a single application. Plus £4.50 for each additional banner per application. <b>Street Lighting Inventory records Update fee</b> £1.75 per unit for administration for banners covered by application.	<u>1-5 standard attachments in a single application</u> <b>Technical Approval Check fee</b> £13.65 to review application. <b>Street Lighting Inventory records Update fee</b> £9.11 for system administration for units covered by application. <u>6-10 standard attachments in a single application</u> <b>Technical Approval Check fee</b> £27.29 to review application. <b>Street Lighting Inventory records Update fee</b> £18.23 for system administration for units covered by application. <u>10+ attachments in a single application</u> <b>Technical Approval Check fee</b> £27.29 + £1.80 per additional attachment to review <b>Street Lighting Inventory records Update fee</b> £18.23 + £1.28 per additional attachment for administration <u>Banners</u> <b>Technical Approval Check fee</b> £13.64 to review for the first banner in a single application. Plus £4.63 for each additional banner per application. <b>Street Lighting Inventory records Update fee</b> £1.80 per unit for administration for banners covered by application.		
Place & Economy	Highways	Highways	Asset Planning Fee	to be reviewed Jan / Feb 2019	under review		

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Infrastructure & Growth	Growth & Development	Growth and Development				
Place & Economy	Infrastructure & Growth	Growth & Development	Pre-application planning advise on County Council matters including possible developer contributions sought. Standard report produced. (Additional work and attendance of meetings charged at hour rate below plus expenses.)	£315 (Excluding VAT)	Being reviewed Feb 2019	Full	
Place & Economy	Infrastructure & Growth	Growth & Development	Tailored advice / Additional work	£70/Hr plus expenses (Excluding VAT)	Being reviewed Feb 2020	Full	
Place & Economy	Infrastructure & Growth	Growth & Development	Growth and Development-Transport and Highways				
Place & Economy	Infrastructure & Growth	Growth & Development	Pre-Application Enquiry - Meeting and written advice	£228 (Small), £350 (Medium), £630 (Large), £1,260 (Major 1), PPA (Major 2) (Excluding VAT)	Being reviewed Feb 2020	Full	
Place & Economy	Infrastructure & Growth	Growth & Development	Scoping TA - Transport Assessment Enquiry	£175 (Small), £280 (Medium), £490 (Large), £700 (Major 1), PPA (Major 2) (Excluding VAT)	Being reviewed Feb 2020	Full	
Place & Economy	Infrastructure & Growth	Growth & Development	Review TA - Review pre-submission Draft Transport Assessment/TA Strategy	£420 (Medium), £1610 (Large), PPA (Major 1), PPA (Major 2) (Excluding VAT)	Being reviewed Feb 2020	Full	
Place & Economy	Infrastructure & Growth	Growth & Development	Tailored advice / Additional work	£70/Hr plus expenses (Excluding VAT)	Being reviewed Feb 2020	Full	
Place & Economy	Infrastructure & Growth	Highways Development Management	Highways Development Management				
Place & Economy	Infrastructure & Growth	Highways Development Management	Highways Act Section 38 road adoption agreement	8.5% of CCC calculated Bond Sum plus legal costs	8.5% of CCC calculated Bond Sum plus legal costs	Full	
Place & Economy	Infrastructure & Growth	Highways Development Management	Section 106 & Section 278 agreements	8.5% of works costs +10% plus legal costs	8.5% of works costs + 10%, plus legal costs.	Full	
Place & Economy	Infrastructure & Growth	Highways Development Management	Commuted Sums (Inc. Soakaways, trees etc.)	£5762 - Soakaways	All commuted sums currently under review	Full	
Place & Economy	Infrastructure & Growth	Highways Development Management	Pre-application fees		To be reviewed Feb 2020	Full	
Place & Economy	Environment & Commercial	Historic Environment Team	Historic Environment Team				
Place & Economy	Environment & Commercial	Historic Environment	Pre-Application Enquiry	To be quoted at £65 per hour	To be quoted at £75 per hour	Full	
Place & Economy	Environment & Commercial	Historic Environment Team	Stage 1 Evaluation	£185 (Small), £500 (Medium), £730 (Large) £1,025 (Major), negotiation (Strategic)	To be reviewed Jan 2020 based on above rate	Full	Negotiation rates based on day rate, travel and HER search fees
Place & Economy	Environment & Commercial	Historic Environment Team	Stage 2 Investigation	£375 (Small), £975 (Medium), £1,600 (Large), £1,995 (Major), negotiation (Strategic)	To be reviewed Jan 2020 based on above rate	Full	Negotiation rates based on day rate, travel and HER search fees

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Environment & Commercial	Historic Environment	Additional work	£65/hr or £450 per day plus expenses	£75/hr or £495 per day plus expenses		
Place & Economy	Environment & Commercial	Historic Environment Team	Historical Building Recording Pre-Application Enquiry	£75 per hour £495 Daily	£75 per hour £495 Daily	Full	
Place & Economy	Environment & Commercial	Historic Environment Team	Historical Building Recording Project	By negotiation	By negotiation	Full	Negotiation rates based on day rate, travel and HER search fees
Place & Economy	Environment & Commercial	Historic Environment Team	Historic Environment Record Searches Up to 1KM Radius (approximately 300 hectares)	£100	£100	Full	
Place & Economy	Environment & Commercial	Historic Environment Team	Historic Environment Record Searches Up to 2KM Radius (approximately 1250 hectares)	£150	£150	Full	
Place & Economy	Environment & Commercial	Historic Environment Team	Historic Environment Record Searches Up to 4KM Radius (approximately 5000 hectares)	£200	£200	Full	
Place & Economy	Environment & Commercial	Historic Environment Team	Historic Environment Record Searches larger than 4KM Radius (above approximately 5000 hectares)	By agreement	By agreement	Full	
Place & Economy	Environment & Commercial	Historic Environment Team	Historic Environment Record Searches Priority - response within 48 Hrs additional charge	£65	£65	Full	
Place & Economy	Environment & Commercial	Historic Environment Team	Archive Storage Deposit	£15	£15	Full	
Place & Economy	Environment & Commercial	Historic Environment Team	Archive Storage Charge	£65	£75	Full	
Place & Economy	Infrastructure & Growth	Growth & Development	Travel for Cambridgeshire				
Place & Economy	Infrastructure & Growth	Growth & Development	Pre-Application Enquiry - 1. General discussion on TP ; requirement, provision of info and sign-posting of further information sources; support and advice available (from TfC and elsewhere); advice on TPs adjacent/near the proposed development; advice on the monitoring requirement	£133 (Large) £164 (Major), £190 (Strategic) Project work negotiated (excluding VAT)	Being reviewed Feb 2020	Full	

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Infrastructure & Growth	Growth & Development	Pre-Application Enquiry- 2. All elements of 1. above, plus: Specific discussion on the development of the site travel plan having taken account of the outcome of the Transport Assessment; - Response/evaluation of first draft of TP with advice on improvements where necessary.	£190 (Large) £379 (Major), £474 (Strategic) Project work negotiated (excluding VAT)	Being reviewed Feb 2020	Full	
Place & Economy	Infrastructure & Growth	Growth & Development	Pre-Application Enquiry - 3. After elements 1. and/or 2. above responding and advising on improvements of further iterations of the draft TP with written feedback on how to improve the TP& meeting if necessary. Evaluation of final Travel Plan.	£190 (Large) £252 (Major), £316 (Strategic) Project work negotiated (excluding VAT)	Being reviewed Feb 2020	Full	
Place & Economy	Infrastructure & Growth	Growth & Development	Monitoring Fee per year including TfC running the online Travel for Cambridgeshire Survey, analysing results and providing written report feedback -Receiving Development Monitoring Report; providing written response and meeting if required	£948 (Large) £1137 (Major), £1642 (Strategic) Project work negotiated (excluding VAT)	Being reviewed Feb 2020	Full	
Place & Economy	Infrastructure & Growth	Growth & Development	Monitoring Fee per year (excluding TfW Survey) including receiving Development Monitoring Report, providing written response, and meeting if required	£631 (Large), £948 (Major), £1137 (Strategic) Project work negotiated (excluding VAT)	Being reviewed Feb 2020	Full	
Place & Economy	Infrastructure & Growth	Growth & Development	Travel for Work-Travel Plan Plus				
Place & Economy	Infrastructure & Growth	Growth & Development	Additional work	£54.60/Hr plus expenses	Being reviewed Feb 2020	Full	
Place & Economy	Environment & Commercial	County Planning, Minerals & Waste	County Planning, Minerals and Waste				
Place & Economy	Environment & Commercial	County Planning, Minerals & Waste	Written advice in response to a written enquiry	£154 (excl VAT)	£159 (excl VAT)		See internal comments as have raised the fees by 3% and rounded them whilst noting that we cannot raise the price too much as we need to encourage this service.

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Environment & Commercial	County Planning, Minerals & Waste	One meeting with Planning Officer at Shire Hall followed by written advice at Shire Hall followed by written advice	£297 (excl VAT)	£306 (excl VAT)		See internal comments as have raised the fees by 3% and rounded them whilst noting that we cannot raise the price too much as we need to encourage this service.
Place & Economy	Environment & Commercial	County Planning, Minerals & Waste	One follow up meeting at Shire Hall with Planning Officer	£236 (excl VAT)	£243 (excl vat)		See internal comments as have raised the fees by 3% and rounded them whilst noting that we cannot raise the price too much as we need to encourage this service.
Place & Economy	Environment & Commercial	County Planning, Minerals & Waste	One meeting on site by Planning Officer followed by written advice	£414 (excl VAT)	£426 (excl vat)		See internal comments as have raised the fees by 3% and rounded them whilst noting that we cannot raise the price too much as we need to encourage this service.
Place & Economy	Environment & Commercial	Flood Risk & Biodiversity	<b>Flood and Water - Ordinary Watercourse Consenting Pre-application charging schedule</b>				
Place & Economy	Environment & Commercial	Flood Risk & Biodiversity	Written advice in response to a written enquiry	n/a (Access Culverts ≤ 6M), £50 (All other Structures)	n/a (Access Culverts ≤ 6M), £50 (All other Structures)	Partial -Full	No change as linked to a stat (Defra set) charge for the application. Can't have pre-app costing more than the application as no one would use it.
Place & Economy	Environment & Commercial	Flood Risk & Biodiversity	Meeting and written advice with Officer at the Council Office	n/a (Access Culverts ≤ 6M), £75 (All other Structures)	n/a (Access Culverts ≤ 6M), £75 (All other Structures)	Partial -Full	No change as linked to a stat (Defra set) charge for the application. Can't have pre-app costing more than the application as no one would use it.
Place & Economy	Environment & Commercial	Flood Risk & Biodiversity	Meeting on site with an officer followed by written advice.	£50 (Access Culverts ≤ 6M), £100 (All other Structures)	£50 (Access Culverts ≤ 6M), £100 (All other Structures)	Partial -Full	No change as linked to a stat (Defra set) charge for the application. Can't have pre-app costing more than the application as no one would use it.
Place & Economy	Environment & Commercial	Flood Risk & Biodiversity	Additional work	£50/hr plus expenses (£0.45/mileage)	£50/hr plus expenses (£0.45/mileage)		
Place & Economy	Growth & Economy	Growth and Economy	<b>Flood and Water - Surface Water Flood Risk Planning Pre-application Advice</b>				
Place & Economy	Growth & Economy	Growth and Economy	Written advice in response to a written enquiry	£105 (Minor), £160 (Major - Medium), £265 (Major - Large), £370 (Major - Strategic) £210 (condition discharge advice) excl VAT	£108 (Minor), £165 (Major - Medium), £273 (Major - Large), £381 (Major - Strategic) £216 (condition discharge advice) excl VAT	Full	
Place & Economy	Growth & Economy	Growth and Economy	Meeting and written advice including review of drainage strategy	£210 (Minor), £290 (Major - Medium), £475 (Major - Large), £580 (Major - Strategic) £420 (condition discharge advice) excl VAT (plus expenses if meeting requested on site)	£216 (Minor), £299 (Major - Medium), £489 (Major - Large), £597 (Major - Strategic) £432 (condition discharge advice) excl VAT (plus expenses if meeting requested on site)	Full	
Place & Economy	Growth & Economy	Growth and Economy	Additional work	£50/hr plus expenses (£0.45 mileage)	£51.50/hr plus expenses (£0.45 mileage)	Full	
Place & Economy	Highways	Park & Ride and Busway Operations	Park and ride departure charge	£2		Partial	

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Highways	Park & Ride and Busway Operations	Other concessions	Coach booking fees £10, cycle lockers £10 per month, car boot £15000 p/a	£12 for cycle lockers. Car boot sale £16k per annum. Coach booking nil change	Partial	
	Highways	Park & Ride and Busway Operations	Waterbeach railway station car park cahrges	Daily peak £3.10, Off-peak £2, weekly £20, monthly £51, quarterly £127.50, annual £485	Daily peak £3.10, Off-peak £2, weekly £20, monthly £51, quarterly £127.50, annual £485		Less £6k management fee approximate income £35k per annum.
Place & Economy	Highways	Park & Ride and Busway Operations	Park and ride car parking charges	Free	Free	Partial	Fee was removed from 1st April 2018
Place & Economy	Highways	Park & Ride and Busway Operations	Young driver event Babraham	£500 per day.	No change		Approx. £15k per annum
Place & Economy	Highways	Park & Ride and Busway Operations	Park and ride advertising	£8,000 to £12,000 per annum	£8,000 to £12,000 per annum	Partial	
Place & Economy	Infrastructure & Growth	Transport Strategy & Funding	Transport Modelling				
Place & Economy	Infrastructure & Growth	Transport Strategy & Funding	Under 1000 dwellings/70,000 sqm B1 commercial	£1,000	£1,000		In addition Developers will be expected to cover the cost of actually undertaking the work requested, this fee is designed to help fund the on-going maintenance of the Model. The use of the model will depend on the level of work that is being undertaken for CCC/GCP/CPCA and the resulting resources available.
Place & Economy	Infrastructure & Growth	Transport Strategy & Funding	1000 – 3000 dwelling/170,000 sqm B1 commercial	£2,500	£2,500		In addition Developers will be expected to cover the cost of actually undertaking the work requested, this fee is designed to help fund the on-going maintenance of the Model. The use of the model will depend on the level of work that is being undertaken for CCC/GCP/CPCA and the resulting resources available.
Place & Economy	Infrastructure & Growth	Transport Strategy & Funding	Over 3000 dwellings/200,000 sqm B1 commercial	£4,000	£4,000		In addition Developers will be expected to cover the cost of actually undertaking the work requested, this fee is designed to help fund the on-going maintenance of the Model. The use of the model will depend on the level of work that is being undertaken for CCC/GCP/CPCA and the resulting resources available.
<b>use Residentials and Courses</b>							
Place & Economy	Environment & Commercial	Burwell House	Primary School 2 night residential - seasonal zone A	£125 - £165	Being reviewed Dec 2019		Prices in a range dependent on size of group. Seasonal Zone A
Place & Economy	Environment & Commercial	Burwell House	Primary School 2 night residential - seasonal zone B	£112 - £152	Being reviewed Dec 2019		Prices in a range dependent on size of group. Seasonal Zone B
Place & Economy	Environment & Commercial	Burwell House	Primary School 2 night residential- seasonal zone C	£105 - £142	Being reviewed Dec 2019		Prices in a range dependent on size of group. Seasonal Zone C
Place & Economy	Environment & Commercial	Burwell House	Primary School 2 night residential- seasonal zone D	£95 - £142	Being reviewed Dec 2019		Prices in a range dependent on size of group. Seasonal Zone D
Place & Economy	Environment & Commercial	Burwell House	Youth group catered weekend residential visit	£82 - £110 + VAT until Aug 2020	Being reviewed Dec 2019		Prices in a range dependent on size of group (Pricing in academic years)
Place & Economy	Environment & Commercial	Burwell House	Adult group catered weekend residential visit	£122 - £131 + VAT until Aug 2020	Being reviewed Dec 2019		Prices in a range dependent on size of group (Pricing in academic years)
Place & Economy	Environment & Commercial	Burwell House	Self-catered course (groups of 39 or less)	£1600 + VAT until Aug 2020	Being reviewed Dec 2019		(Pricing in academic years)
Place & Economy	Environment & Commercial	Burwell House	Self-catered course (groups of 40 or more)	£1800 + VAT until Aug 2020	Being reviewed Dec 2019		(Pricing in academic years)

## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
ter Residential: 3 days / 2 nights							
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£212.00	£218.00		April
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£225.00	£232.00		May
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£225.00	£232.00		June
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£225.00	£232.00		July
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£211.00	£217.00		Aug
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£184.00	£190.00		Sept
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£186.00	£195.00		October
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£148.00	£155.00		November
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£108.00	£109.00		December
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£108.00	£109.00		January
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£157.00	£165.00		February
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 3 day, 2 night	£191.00	£197.00		March
ter Residential: 5 days / 4 nights							
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£365.00	£376.00		April
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£381.00	£392.00		May
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£381.00	£392.00		June
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£381.00	£392.00		July
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£363.00	£374.00		August
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£298.00	£307.00		September
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£294.00	£300.00		October
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£253.00	£266.00		November
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£212.00	£218.00		December
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£212.00	£218.00		January
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£246.00	£252.00		February
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 5 day, 4 night	£295.00	£301.00		March
ater Residential: 2 days / 1 night							
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 2 day, 1 night	N/A	N/A		April
Place & Economy	Environment & Commercial	Grafham Water Centre	Residential visit - 2 day, 1 night	N/A	N/A		May

### P&E: Non-Statutory Schedule of Fees & Charges

## Place & Economy

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## P&E: Non-Statutory Schedule of Fees & Charges

Place & Economy

Directorate	Policy Line	Service	Description of charge	2019-20 current charge	2020-21 proposed Charge(£) (Inflation rate 3%)	Full/Partial cost recovery?	Additional information
Place & Economy	Environment & Commercial	Stibbington Centre - CEES	Consultancy and training service	£470	Being reviewed December 2019		Prices set by academic year
Place & Economy	Environment & Commercial	Stibbington Centre - CEES	Consultancy and training service	£120	Being reviewed December 2019		Prices set by academic year
Place & Economy	Environment & Commercial	Stibbington Centre - CEES	School based pupil workshops	£420	Being reviewed December 2019		Prices set by academic year
Place & Economy	Environment & Commercial	Stibbington Centre - CEES	School based pupil workshops	£275	Being reviewed December 2019		Prices set by academic year
Place & Economy	Environment & Commercial	Stibbington Centre - CEES	School based pupil workshops	£190	Being reviewed December 2019		Prices set by academic year
Place & Economy	Environment & Commercial	Stibbington Centre - CEES	School based pupil workshops	£110	Being reviewed December 2019		Prices set by academic year
Place & Economy	Environment & Commercial	Stibbington Centre - CEES	Professional development courses	£150	Being reviewed December 2019		Prices set by academic year
Place & Economy	Environment & Commercial	Stibbington Centre - CEES	Professional development courses	£75	Being reviewed December 2019		Prices set by academic year
Place & Economy	Environment & Commercial	Stibbington Centre - CEES	Professional development courses	£50	Being reviewed December 2019		Prices set by academic year
Place & Economy	Environment & Commercial	Stibbington Centre - CEES	Hire of Stibbington Residential Centre	£390 + VAT	Being reviewed December 2019		Prices set by academic year
Place & Economy	Environment & Commercial	Stibbington Centre - CEES	Hire of Stibbington Residential Centre - youth	360 + VAT	Being reviewed December 2019		Prices set by academic year

Date	Version	Team / contact	Line/s
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## Info

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## Reason

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Date	Version	Team / contact	Line/s
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11.09.2017	3	Policy and Business Development	ALL
23.02.2018	3.1	Policy and Business Development	ALL
28.02.2018	3.2	Dan Ashman / Highway Assets	68
28.02.2018	3.2	Dan Ashman / Highway Assets	76
07.03.2018	3.3	Campbell Ross-Bain	435
07.03.2018	3.3	Sonia Hansen	23
08.03.2018	3.3	Alan Akeroyd	313
14.03.2018	3.3	Paula Jeffries / Parking	102 - 150
14.03.2018	3.3	Linda Cornwell / Julia Beeden / E&C	426-427
14.03.2018	3.3	Registrations / Louise Clover	369-371
15.03.2018	3.3	Highway Assets	52-98
16.03.2018	3.3	Libraries / Peter Baxter	161-264
15.06.2018	3.4	Parking / Phil Hammer	100

**Info****Reason**

2018-2019 column added in. Recommendation for 2.2% increase	Inflation
Updated to new Directorate / Service names	in line with restructur
fee removed: CON29R - Qu3.3 Drainage matters	no longer charge
fee removed: CON290 - Qu5.2 - Map showing Public Paths	no longer charge
P&R Parking fee will cease from 1 April 2018	As approved
further text added: plus additional cost of staff depending on complexity of order.	To cover more complex orders
Proposed charge corrected to read £1.00 for 2018-19	error - corrected
Following the parking review, recently agreed / approved rates now added in.	Reviewed
standard 2.2% inflation increase now added	Reviewed Q4
updated / corrected	corrected
Fees updated following review - see forms approved by Graham Hughes	Reviewed Q4
Remaining 'under review' fees added in	Following review
Fee increase for Parking excess charges in Huntingdonshire in order to be in line with HDC	