

Social Care & Learning Adult Social Care Services

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1 Day Centre				
1a Providing Day Care to Service Users				
1b Day Centre Daily rate	40.00	All charges are subject to consultation on the Fairer Charging Review	11/04/11	C
Transport to Day Centre - Return Journey	5.00		11/04/11	C
Meal at Council owned Day Centre	3.82		11/04/11	C
2 Homecare				
<i>Actual charges made are subject to a financial assesement of the clients' ability to contribute towards the costs</i>				
Charge per hour	12.67	Replaced by charge per minute based on £14.65 per hour but subject to inflation.	11/04/11	I
Charge per 3/4 hour	9.95		11/04/11	I
Charge per 1/2 hour	7.75		11/04/11	I
Charge per 1/4 hour	5.03		11/04/11	I
Hourly charge - charged per minute of actual care provided		TBC		I

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Adult Social Care Services**

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3 Respite Care				
Weekly charges				
Age over woman's pension age	107.45	TBC	11/04/11	N/A
Age 25 up to woman's pension age	77.85	TBC	11/04/11	N/A
Age 18 to 24	63.10	TBC	11/04/11	N/A
<i>Annual increases are subject to DWP minimum income allowance net of CRAG personal expense allowance set by DoH.</i>				
4 Meals on wheels				
Charge per meal	4.99	4.99	11/04/11	N/A

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**Culture and Community
Head of Culture and Leisure**

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Cemeteries (fees doubled for non-residents of LBH)			01/04/2013	
Interments				
- Over 16 years	798.00	862.00		C
- Cremated remains	152.00	164.00		C
- Extra depth (each interment over two) or casket/walled grave per depth	152.00	155.00		I
- Resident child not over 16 Years	0.00	0.00		
- Non resident stillborn to 1 month in child's grave or public grave	152.00	155.00		I
- Non resident child not over 10 years in child's grave or public grave	235.00	240.00		I
- Non resident child not over 16 years in child's grave	1,594.00	1,626.00		I
Use of chapel (including organist at Upminster cemetery subject to availability)	53.00	57.00		C
Hospital Contract NVB burials	152.00	155.00		I
Exclusive Right of Burial (50 years with option of further 10 years)				
Lawn Section grave	1,250.00	1,350.00		C
Traditional Grave	1,938.00	2,093.00		C
Children's section (under 10)	323.00	330.00		I
Children's section (under 16)	647.00	660.00		I
Surcharges				
Saturday full burial surcharge	399.00	407.00		I
Sunday full burial surcharge	798.00	814.00		I
Saturday cremated remains surcharge	131.00	134.00		I
Sunday cremated remains surcharge	189.00	193.00		I
Funeral After Published Time or 48 hours of booking	197.00	201.00		I
Booking cancelled within 48 hours of burial	Full interment fee			

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D - Increase recommended by Manager of Bereavement Services

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Extension of Right of Burial for 10 years			01/04/2013	
Lawn Section Grave	308.00	333.00		C
Traditional Grave	387.00	418.00		C
Children's Section (under 10)	72.00	73.00		I/N
Children's Section (under 16)	146.00	149.00		I
Walled graves	775.00	791.00		I
Other Charges				
Transfer of Exclusive Rights by Will, Letters of Administration or Assignment	37.00	38.00		I/N
Transfer of Exclusive Rights by Statutory Declaration or combination of methods	70.00	71.00		I/N
Certified extract from Burial Register	38.00 *	39.00 *		I/N
Staff attendance to select/ locate a grave by appointment	30.00	31.00		I/N
Permit Charge				
Clean and Renovate	Free	Free *		
Standard Headstone/Additional Memorial	101.00 *	109.00 *		C
Additional Inscription on headstone or permit for a vase only	68.00 *	73.00 *		C
Traditional Grave	257.00 *	278.00 *		C
Grave Maintenance Fees				
Planting and clipping	167.00 *	170.00 *		I
Clipping only	103.00 *	105.00 *		I
Turfing (Winter months only after grave has settled)	67.00	68.00		I/N

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Cremated Remains Burial Plots			01/04/2013	
Purchase of exclusive rights - 25 yr term	364.00	393.00		C
Tablet with First inscription	350.00	378.00		C
Additional / subsequent inscriptions	112.00	121.00		C
Blank stone	260.00	281.00		C
Photograph fixed to memorial	240.00 *	245.00 *		I
Granite memorial vases for use with cremated remains tablets (includes 45 letters)	338.00	345.00		I
Regulding or additional letter on granite vase	2.00	2.00		I/N
<u>South Essex Crematorium</u>				
Cremation includes organ/organist/polytainer or biodegradable casket:				
Over 16 years	570.00	595.00		C
Non resident to 6 years but not exceeding 16 yrs	160.00	163.00		I
Non resident up to 6 years	80.00	82.00		I/N
Hospital Contract Non-viable foetus cremation	43.00	44.00		I
Saturday Cremation (subject to availability)	887.00	918.00		C
Sunday Cremation (subject to availability)	1,182.00	1,223.00		C

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Additional Services and Surcharges			01/04/2013	
Bookings cancelled after 10am one working day before reserved time	191.00	195.00		I
Surcharge for services over-running	200.00	204.00		I
Surcharge for Cremation after 4pm	191.00	195.00		I
Use of chapel for private memorial service or extra time	191.00	195.00		I
Use of single bearer	19.00	19.00		I/N
CD recording of service	67.00	68.00		I/N
CD discs 2-10	18.00 *	18.00 *		I/N
DVD recording of service	84.00 *	85.00 *		I/N
DVD discs 2-10	23.00 *	24.00 *		I/N
Webcast of service	84.00 *	86.00 *		I
Strewing cremated remains from elsewhere	79.00	81.00		I/N
Witness Committal	36.00	37.00		I/N
Weekend Witness committal	72.00	73.00		I/N
Storage of cremated remains after one month per quarter	40.00 *	41.00 *		I/N
Storage of cremated remains after one month per year	95.00 *	97.00 *		I
Genealogy Searches per search not through Deceased Online	22.00 *	22.00 *		I/N
Containers				
Bronzed metal urns	54.00	55.00		I
Standard wooden or metal casket	68.00 *	70.00 *		I/N
Juvenile caskets	28.00 *	29.00 *		I/N
Various Decorative urns/caskets (new charge)	RRP *	RRP *		
Dedicated Hymn Book	63.00 *	64.00 *		I
Various keepsake memorials made from or to contain cremated remains	RRP *	RRP *		

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<u>Memorials</u>			01/04/2013	
Kerb Plaques				
Perspex Plaque - 10 year term	278.00	287.00		D
Perspex Plaque only	89.00	94.00		D
Bronze Plaque - 10 year term	368.00	384.00		D
Bronze Plaque only	179.00	191.00		D
Second dedication (plus cost of plaque)	91.00	93.00		I/N
Kerb plaque renewal	189.00	193.00		I/N
Bronze Wall Plaque				
Plaque with 10 year dedication	368.00	384.00		D
Plaque only	179.00	191.00		D
Bronze wall plaque renewal	189.00	193.00		I
Large Wall Plaques				
Single Slate or Large Bronze Wall Plaques				
Single (slate or bronze tablet) - 10 year dedication	445.00 *	454.00 *		I
Single plaque only (slate or bronze tablet)	256.00 *	261.00 *		I
Single tablet - renewal fee for 10 years	189.00	193.00		I
Double Slate Wall Plaque (subject to availability)	384.00 *	392.00 *		I
10 year dedication with single inscription	762.00 *	777.00 *		I
10 year dedication with double inscription	990.00 *	1,010.00 *		I
Subsequent inscription within 1 year of original dedication (or renewal)	228.00 *	233.00 *		I
Double Tablet - 10 year renewal	378.00	386.00		I

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Wall Niche for 10 years			01/04/2013	
Single Niche including first interment and casket	1,322.00	1,348.00		I
Renewal/Prepurchase for Single Niche for 10 years	678.00	691.00		I
Replacement single plaque	450.00 *	459.00 *		I
1st Interment & Inscription in pre-purchase single Niche	644.00 *	657.00 *		I
Double Niche and First Interment	2,247.00 *	2,292.00 *		I
Renewal/Prepurchase for Double Niche for 10 years	1,357.00 *	1,384.00 *		I
Replacement double plaque	696.00 *	710.00 *		I
1st Interment & Inscription in pre-purchase double Niche	890.00 *	908.00 *		I
Wall Niche Additional Items:				
Motif (optional)	72.00 *	73.00 *		I/N
Additional Bud Vase	23.00 *	24.00 *		I/N
Additional Inscription	206.00 *	210.00 *		I
Casket including nameplate	68.00	69.00		I/N
Second Interment and inscription	400.00 *	408.00 *		I
Photograph	240.00 *	245.00 *		I
Sanctum ii Vaults for 10 years				
Vault and tablet including weekday witness committal	1,323.00	1,350.00		I
Second Interment	126.00	129.00		I
Second inscription	425.00 *	434.00 *		I
Replacement Plaque	334.00 *	341.00 *		I
Renewal for 10 years	863.00	880.00		I
Reguilding (inc postage)	91.00 *	93.00 *		I
Replacement vase	12.00 *	12.00 *		I/N
Vase Blocks and Tablets (includes Scented Garden Memorials)				
10 year dedication	643.00	656.00		I
Replacement Plaque	200.00 *	204.00 *		I
Renewal for 10 years	443.00	452.00		I

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<u>Memorials</u>			01/04/2013	
Summer House Memorial				
Floris wall plaque for 10 years	315.00 *	321.00 *		I
Plaque only	126.00	128.00		I
Renewal for 10 years	189.00	193.00		I
Posy Holder for 10 years	144.00 *	147.00 *		I
Renewal for 10 years	130.00	133.00		I
Shrub or Rose with 10 year dedication (includes bronze plaque)	687.00	709.00		D
Renewal fee for 10 years (also applies to vase block with rose)	508.00	518.00		I
Trees with 10 year dedication (includes bronze plaque)	792.00	816.00		D
Renewal fee for 10 years	613.00	625.00		I
Benches and Chairs - 10 Year dedications				
Bench	1,807.00 *	1,843.00 *		I
Chair	1,313.00 *	1,339.00 *		I
Bench 10 Year renewal	862.00	879.00		I
Chair 10 Year renewal	761.00	776.00		I
Replacement Bench	945.00 *	964.00 *		I
Replacement Chair	552.00 *	563.00 *		I
Regular maintenance (per 2 years of remaining lease if not purchased or renewed since 1/1/2001)	35.00 *	36.00 *		I/D
Renovation of Bench	160.00 *	164.00 *		I/D
Renovation of Chair	103.00 *	105.00 *		I

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Bench, Tree & Shrub Additional dedications:			01/04/2013	
Within 1 year of original (plus cost of plaque)	15.00	15.00		I/D
After 1 year of original dedication or renewal (plus cost of plaque)				
2nd Dedication Life time of item (plus cost of plaque)	356.00	363.00		I
Replacement bronze plaque	179.00 *	191.00 *		D
Replacement perspex plaque	89.00 *	94.00 *		D
Memorials				
Miscellaneous				
Mallard Bridge	250.00 *	255.00 *		I
Private purchase (plus cost of plaque)	12.00	12.00		I/N
Replacement metal vase	12.00 *	12.00 *		I/N
Floral arrangements stand - plus cost of flowers	23.00 *	24.00 *		I/N
Hanging baskets - per year	101.00 *	103.00 *		I

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Books of Remembrance			01/04/2013	
2 line entry	81.00	83.00		I
3 - 5 lines	119.00 *	121.00 *		I
6 - 8 lines	171.00 *	174.00 *		I
Cards of Remembrance & Additional Entries in existing miniature books				
2 line entry	27.00 *	28.00 *		I/N
3 - 5 lines	50.00 *	51.00 *		I
6 - 8 lines	78.00 *	80.00 *		I/N
Miniature Triptych of Remembrance/Book of Remembrance				
2 line entry	58.00 *	59.00 *		I
3 - 5 lines	81.00 *	83.00 *		I
6 - 8 lines	107.00 *	109.00 *		I
Book of Remembrance Sundries				
Motif	62.00 *	63.00 *		I
Triptych photograph	62.00 *	63.00 *		I

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TABLE 1:

Charges for New Dwellings

VAT calculated at 20% where relevant; included and shown in red in the relevant box - this is the total that is payable

Number of Dwellings	Fulls Plans Submissions		Building Notice	Regularisation Application (VAT not applicable)
	Plan Charge	Inspection Charge		
1	£168.30 £201.96	£504.90 £605.88	£673.20 £807.84	£807.84 £807.84
2	£218.79 £262.55	£656.37 £787.64	£875.16 £1,050.19	£1,050.19 £1,050.19
3	£269.28 £323.14	£807.84 £969.41	£1,077.12 £1,292.54	£1,292.54 £1,292.54
4	£319.77 £383.72	£959.31 £1,151.17	£1,279.08 £1,534.90	£1,534.90 £1,534.90
5	£370.26 £444.31	£1,110.78 £1,332.94	£1,481.04 £1,777.25	£1,777.25 £1,777.25
6	£420.75 £504.90	£1,262.25 £1,514.70	£1,683.00 £2,019.60	£2,019.60 £2,019.60
7	£471.24 £565.49	£1,413.72 £1,696.46	£1,884.96 £2,261.95	£2,261.95 £2,261.95
8	£524.32 £629.18	£1,572.95 £1,887.54	£2,097.27 £2,516.72	£2,516.72 £2,516.72
9	£574.81 £689.77	£1,724.42 £2,069.31	£2,299.23 £2,759.08	£2,759.08 £2,759.08
10	£625.30 £750.36	£1,875.89 £2,251.07	£2,501.19 £3,001.43	£3,001.43 £3,001.43
More than 10	Please contact Building Control for individually assessed charges			

All cheques for Building Control Charges should be made payable to -

The London Borough of Havering'

If you have any queries relating to Building Control Charges you can contact us in person at -

Planning and Building Control Reception
Public Advice Service Centre (PASC)
Adjacent to Mercury House
Mercury Gardens
Romford
RM1 3SL

Or by telephone on 01708 432700 or 01708 432701

Or be email at - buildingcontrol@havering.gov.uk

Further information on submitting Building Control application is available on website at - www.havering.gov.uk/buildingcontrol

Table 2:**Charges for Certain Small Buildings and Extensions**

VAT calculated at 20% where relevant; included and shown in red in the relevant box - this is the total that is payable

Type of work	Fulls Plans Submissions		Building Notice	Regularisation Application (VAT not applicable)
	Plan Charge	Inspection Charge		
1. Erection of a detached building which consists of a garage or carport or both having a floor area not exceeding 40m ² in total and intended to be used in common with an existing building and which is not an exempt building.	£75.74 £90.88	£227.21 £272.65	£302.94 £363.53	£363.53 £363.53
2. Any extension of a dwelling the total floor area of which does not exceed 10m ² , including means of access and work in connection with that extension.	£92.57 £111.08	£277.70 £333.23	£370.26 £444.31	£444.31 £444.31
3. Any extension of a dwelling the total floor area of which exceeds 10m ² but does not exceed 30m ² including means of access and work in connection with that extension.	£117.81 £141.37	£353.43 £424.12	£471.24 £565.49	£565.49 £565.49
4. Any extension of a dwelling the total floor are of which exceeds 30m ² but does not exceed 60m ² , including means of access and work in connection with that extension.	£151.47 £181.76	£454.41 £545.29	£605.88 £727.06	£727.06 £727.06
5. Any extension of a dwelling the total floor area of which exceeds 60m ² but does not exceed 100m ² , including means of access and work in connection with that extension.	£193.55 £232.25	£580.64 £696.76	£774.18 £929.02	£929.02 £929.02
6. Loft conversion – For the purpose of calculating charges a reference to an extension includes a room or rooms in the roof space (including access) of an existing building not exceeding three storeys in height.	See Above	See Above	See Above	See Above
7. Extension etc 100-150m ²	Based on estimated cost - see Schedule 3			
8. Extension etc >150m ²	Please contact Building Control for Individually assessed charges			

**Table 3:
Charges for other work**

VAT calculated at 20% where relevant; included and shown in red in the relevant box - this is the total that is payable

Estimated Cost of Work	Fulls Plans Submissions		Building Notice	Regularisation Application (VAT not applicable)
	Plan Charge	Inspection Charge		
0 – 2,000	£168.30 £201.96	N/A	£168.30 £201.96	£201.96 £201.96
2,001 – 5,000	£252.46 £302.95	N/A	£252.46 £302.95	£302.95 £302.95
5,001 – 9,000	£84.15 £100.98	£252.45 £302.94	£336.60 £403.92	£403.92 £403.92
9,001 - 14,000	£105.71 £126.85	£317.12 £380.54	£422.82 £507.38	£507.38 £507.38
14,001 – 20,000	£126.23 £151.47	£378.68 £454.41	£504.90 £605.88	£605.88 £605.88
20,001 – 30,000	£147.27 £176.72	£441.80 £530.15	£589.06 £706.87	£706.87 £706.87
30,001 – 40,000	£168.30 £201.96	£504.90 £605.88	£673.20 £807.84	£807.84 £807.84
40,001 – 50,000	£189.34 £227.21	£568.02 £681.62	£757.36 £908.83	£908.83 £908.83
50,001 – 60,000	£206.17 £247.40	£618.51 £742.21	£824.68 £989.62	£989.62 £989.62
60,001 – 70,000	£223.00 £267.60	£669.00 £802.80	£892.00 £1,070.40	£1,070.40 £1,070.40
70,001 – 80,000	£239.83 £287.80	£719.49 £863.39	£959.32 £1,151.18	£1,151.18 £1,151.18
80,001 – 90,000	£256.66 £307.99	£769.98 £923.98	£1,026.64 £1,231.97	£1,231.97 £1,231.97
90,001 – 100,000	£273.49 £328.19	£820.47 £984.56	£1,093.96 £1,312.75	£1,312.75 £1,312.75
100,001 – 110,000	£286.11 £343.33	£858.33 £1,030.00	£1,144.44 £1,373.33	£1,373.33 £1,373.33
110,001 – 120,000	£298.74 £358.48	£896.21 £1,075.45	£1,194.94 £1,433.93	£1,433.93 £1,433.93
120,001 – 130,000	£311.36 £373.63	£934.07 £1,120.88	£1,245.42 £1,494.50	£1,494.50 £1,494.50
130,001 – 140,000	£323.98 £388.78	£971.94 £1,166.33	£1,295.92 £1,524.61	£1,555.10 £1,555.10
140,001 – 150,000	£336.60 £403.92	£1,009.80 £1,211.76	£1,346.40 £1,615.68	£1,615.68 £1,615.68
Over £150,000	Please contact Building Control for individually assessed charges.			

Explanatory Notes

1. Before you build, extend or convert, you or your agent must advise your local authority either by submitting Full Plans or a Building Notice. The Charge payable depends on the type of work, the number of dwellings in a building and/or the total floor area. The following tables (which are an integral part of this Schedule) may be used in conjunction with the current Charge Scheme to calculate the Charges. If you have any difficulties calculating the Charges please consult building control.

2. Charges are payable as follows:-

2.1 Should you submit Full Plans you will pay a Plan Charge at the time of submission to cover their passing or rejection.

2.2 With Full Plans submissions, for most types of work, an Inspection Charge covering all necessary site visits, will be payable following the first inspection.

2.3 Should you submit a Building Notice, the appropriate Building Notice Charge is payable at the time of submission and covers all necessary checks and site visits. The Building Notice Charge is equivalent to the sum of the relevant Plan Charge and Inspection Charge.

2.4 Should you apply for a Regularisation Certificate, in respect of unauthorised building work, commenced on or after 11th November 1985, you will pay a Regularisation Charge to cover the cost of assessing your application and all inspections. The Charge is equivalent to the Building Notice Charge plus 20%, non-refundable.

2.5 With the exception of the Regularisation Charge, all local authority charges are subject to VAT at the appropriate rate.

2.6 In certain cases the local authority may agree to Charges being paid by instalments. Consult the Building Control Office for details.

3. **Table 1:** Charges for new dwellings e.g. certain houses and flats - applicable where the total internal floor area of each dwelling, excluding any garage or carport, does not exceed 300m² and the building has no more than three storeys, each basement level being counted as one storey. In any other case, Table 3 applies.

4. **Table 2:** Where work comprises more than one domestic extension (including rooms in roofs and associated access in buildings of three storeys or less) the total internal floor areas of all storeys of all the extensions shown on the application may be added together to determine the relevant Charge. If the extension(s) exceed 100m² or three storeys in height then Table 3 applies.

5. **Table 3:** Applicable to all other building work not covered by Tables 1 or 2. Total estimated cost means an estimate accepted by the local authority of a reasonable cost that would be charged by a person in business to carry out the work shown or described in the application, excluding VAT, and any professional fees paid to an architect, engineer or surveyor etc, and also excluding land acquisition costs.

5. Exemptions/reductions in charges.

6.1 Where plans have been either approved or rejected no further Plan Charge is payable on resubmission for substantially the same work.

6.2 Reduction in charges may apply in the case of an application for repetitive work that is substantially the same.

6.3 Works to provide access and/or facilities for disabled people to existing dwellings and buildings to which the public have access may be exempt from Charges. In these regulations 'disabled person' means a person who is within certain of the descriptions of persons to whom section 29(1) of the National Assistance Act 1948 applied, as that section was extended by virtue of section 8(2) of the Mental Health Act 1956, but not taking into account amendments made to section 29(1) by paragraph 11 of Schedule 13 to the Children Act 1989.

6.4 Insertion of insulating material into an existing cavity wall is exempt from deposit of a Building Notice and Charges, providing the installation is carried out in accordance with a Competent Persons Scheme.

6.5 Installation of an approved unvented hot water system is exempt from Charges where the work is carried out by an approved operative or is part of a larger project.

7. These notes are for guidance only and do not substitute for the 'Charge Scheme' adopted by the local authority under the provisions of Statutory Instrument 2010 No.404

**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
FAIRKYTES				
Per Daytime Session (Mon-Fri up to 6pm)				
Main Room	28.00	29.00	01/04/13	I/N
Room 12	24.00	24.50	01/04/13	I/N
Photo Studio - WITHDRAWN				
Room 13	17.50	18.00	01/04/13	I/N
Room 9	16.50	17.00	01/04/13	I/N
Art Room	19.50	20.00	01/04/13	I/N
Sculpture	15.00	16.00	01/04/13	I/N
Pottery	11.00	11.50	01/04/13	I/N
Studio 1	42.00	43.00	01/04/13	I/N
Studio 2	27.50	28.50	01/04/13	I/N
Studio 3	17.00	17.50	01/04/13	I/N
Billet Studio 1	27.50	28.50	01/04/13	I/N
Billet Studio 2	17.00	17.50	01/04/13	I/N

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Per Peak Session (Mon to Fri from 6pm to close & Sat & Sun all day)				
Main Room	34.00	35.00	01/04/13	I/N
Room 12	28.00	29.00	01/04/13	I/N
Photo Studio - WITHDRAWN				
Room 13	24.00	24.50	01/04/13	I/N
Room 9	19.50	20.00	01/04/13	I/N
Art Room	28.00	29.00	01/04/13	I/N
Sculpture	17.00	18.00	01/04/13	I/N
Pottery	13.00	13.50	01/04/13	I/N
Studio 1 (excludes Saturday evenings)	55.00	57.00	01/04/13	I/N
Studio 1 (Saturday evening per hour from 6.30 pm. Min hire 3 hours)	Withdrawn	Withdrawn		
Studio 2	32.50	33.50	01/04/13	I/N
Studio 3	21.00	21.50	01/04/13	I/N
Billet Studio 1	32.50	33.50	01/04/13	I/N
Billet Studio 2	21.00	21.50	01/04/13	I/N
Sole Occupancy of Studio/Workshop/Store Saturday and Sunday Evening	1.00	165.00 PCM	01/04/13	I/N
Studio 1 (main hall)				
Saturday 6.30pm - 11pm	195.00	200.00	01/04/13	I/N
Sunday 6.30pm - 10.30pm	180.00	185.00	01/04/13	I/N
FOOTBALL AT PARKS WITH CRICKETS (28 WEEKS)				
Pavilion with washing facilities				
Senior				
Each Saturday or Sunday during Season	1,488.75	1,518.50	01/04/13	I/N
Each alternate Saturday or Sunday during Season	751.35	766.35	01/04/13	I/N
Additional Matches during Season	53.40	54.45	01/04/13	I/N

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Junior				
Each Saturday or Sunday during Season	729.65	744.25	01/04/13	I/N
Each alternate Saturday or Sunday during Season	339.85	346.65	01/04/13	I/N
Additional Matches during Season	26.15	26.65	01/04/13	I/N
Pavilion without washing facilities Each Saturday or Sunday during Season				
Senior				
Each Saturday or Sunday during Season	1,233.90	1,258.60	01/04/13	I/N
Each alternate Saturday or Sunday during Season	604.95	617.05	01/04/13	I/N
Additional Matches during Season	42.85	43.70	01/04/13	I/N
Junior				
Each Saturday or Sunday during Season	558.40	569.55	01/04/13	I/N
Each alternate Saturday or Sunday during Season	279.15	284.70	01/04/13	I/N
Additional Matches during Season No Pavillion Facilities	19.90	20.30	01/04/13	I/N
Senior				
Each Saturday or Sunday during Season	895.20	913.10	01/04/13	I/N
Each alternate Saturday or Sunday during Season	452.80	461.85	01/04/13	I/N
Additional Matches during Season	32.45	33.10	01/04/13	I/N
Junior				
Each Saturday or Sunday during Season	415.20	423.50	01/04/13	I/N
Each alternate Saturday or Sunday during Season	207.30	211.45	01/04/13	I/N
Additional Matches during Season	14.15	14.40	01/04/13	I/N

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
FOOTBALL AT PARKS WITH NO CRICKET (32 WEEKS)				
Pavilion with washing facilities				
Senior				
Each Saturday or Sunday during Season	1,728.55	1,763.10	01/04/13	I/N
Each alternate Saturday or Sunday during Season	864.80	882.10	01/04/13	I/N
Additional Matches during Season	54.40	55.50	01/04/13	I/N
Junior				
Each Saturday or Sunday during Season	784.85	800.55	01/04/13	I/N
Each alternate Saturday or Sunday during Season	392.65	400.50	01/04/13	I/N
Additional Matches during Season	24.20	24.70	01/04/13	I/N
Pavilion without washing facilities				
Senior				
Each Saturday or Sunday during Season	1,369.40	1,396.80	01/04/13	I/N
Each alternate Saturday or Sunday during Season	684.15	697.80	01/04/13	I/N
Additional Matches during Season	42.85	43.70	01/04/13	I/N
Junior				
Each Saturday or Sunday during Season	632.15	644.80	01/04/13	I/N
Each alternate Saturday or Sunday during Season	316.05	322.35	01/04/13	I/N
Additional Matches during Season	19.90	20.30	01/04/13	I/N

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
No Pavilion Facilities				
Senior				
Each Saturday or Sunday during Season	1,032.60	1,053.25	01/04/13	I/N
Each alternate Saturday or Sunday during Season	516.55	526.85	01/04/13	I/N
Junior				
Each Saturday or Sunday during Season	473.20	482.65	01/04/13	I/N
Each alternate Saturday or Sunday during Season	236.45	241.15	01/04/13	I/N
Mini Soccer				
1 Hour Slot each Saturday or Sunday during season	316.90	323.20	01/04/13	I/N
1 Hour Slot alternate Saturday or Sunday during season	157.95	161.10	01/04/13	I/N
Rugby				
Per 1 hour game	10.50	10.70	01/04/13	I/N

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
No Pavilion Facilities				
Cricket				
Each Saturday or Sunday during Season	N/A	1,062.00	01/04/13	New Charge
Colts Teams Each Saturday or Sunday during Season	N/A	531.00	01/04/13	New Charge
Pitches with Pavilions				
Adults Each Saturday and Sunday	N/A	1,772.00	01/04/13	New Charge
Adults Additional Bank Holiday Mondays (per game)	N/A	80.55	01/04/13	New Charge
Adults Alternate Saturday or Sunday	N/A	886.00	01/04/13	New Charge
Colts Teams Each Saturday and Sunday	N/A	886.00	01/04/13	New Charge
Colts Teams Additional Bank Holiday Mondays (per game)	N/A	40.25	01/04/13	New Charge
Colts Teams Alternate Saturday or Sunday	N/A	443.00	01/04/13	New Charge
Bootcamps & Personal Training				
1-6 People per session	N/A	6.00	01/04/13	New Charge
6-12 People per session	N/A	12.00	01/04/13	New Charge
12-20 People per session	N/A	20.00	01/04/13	New Charge
20-30 People per session	N/A	30.00	01/04/13	New Charge

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
BOWLS				
All on a lease basis apart from King Georges Playing Fields where special arrangements apply	5,495.06	5,604.95	01/04/13	I/N
ALLOTTMENTS				
Land charge per acre	147.18	177.90	01/04/13	I/N
Plot Rent	36.84	60.00	01/04/13	I/N
HORNCHURCH				
Weekday Use by Athletics Clubs (excluding training session)				
Half Day	81.40	83.85	01/04/13	S/N
Full Day	156.90	163.65	01/04/13	S/N
Saturday Use by Athletics Clubs (excluding training session)				
Half Day	93.60	96.40	01/04/13	S/N
Full Day	173.10	178.30	01/04/13	S/N
Sunday Use by Athletics Clubs (excluding training session)				
Half Day	123.50	127.20	01/04/13	S/N
Full Day	235.30	242.35	01/04/13	S/N
Use by Schools (excluding training session)				
Half Day	73.30	75.50	01/04/13	S/N
Full Day	146.40	150.80	01/04/13	S/N
Schools Training Sessions (per hour inc equipment)	23.10	23.80	01/04/13	S/N
Occasional use - Football - without lights Seniors (3 hours)	173.10	178.30	01/04/13	S/N
Occasional use - Football - without lights Juniors (2.5 hours)	95.30	98.15	01/04/13	S/N

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Occasional use - Football - with lights Seniors (3 hours)	280.50	280.50	01/04/13	
Occasional use - Football - with lights Juniors (2.5 hours)	123.50	123.50	01/04/13	
FUNFAIRS				
Ground rent per day of operation - self standing	437.10	445.80	01/04/13	I/N
part of larger event	585.60	597.30	01/04/13	I/N
Returnable deposit per visit	1,343.70	1,370.55	01/04/13	I/N
Additional ground rent for extra non-operational days spent on site	140.65	143.45	01/04/13	I/N
CIRCUSES				
Ground Rent per day	247.25	252.20	01/04/13	I/N
PARKS				
Minimum charge for hire of park & open space for charitable organisation	78.50	80.05	01/04/13	I/N
PARKING				
Release of vehicles that have been locked in a car park	N/A	75.00	01/04/13	New Charge
Fee for vehicle left in car park overnight	N/A	100.00	01/04/13	New Charge

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
SOCIAL HALLS				
Dukes Hall				
Category A				
Monday to Friday - Morning or Afternoon	31.60	N/A		
Monday to Thursday Evening	46.80	N/A		
Friday Evenings	91.00	N/A		
Saturday and Sunday Morning or Afternoon	91.00	N/A		
Saturday and Sunday Evening	91.00	N/A		
Category B				
Monday to Friday Morning or Afternoon	18.00	N/A		
Monday to Thursday Evening	26.60	N/A		
Category C				
Monday to Friday - Morning or Afternoon	10.90	N/A		
Monday to Thursday Evening	18.60	N/A		
Dukes Annexe and Bar Area				
Category A				
Friday night, Saturday, Sunday	36.90	N/A		
Monday to Friday Morning or Afternoon	14.10	N/A		
Monday to Thursday evenings	21.70	N/A		
Category B				
Monday to Friday - Morning or Afternoon	12.00	N/A		
Monday to Thursday evenings	18.50	N/A		
Dukes Hall is now Closed				

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase	
Category C Monday to Friday - Morning or Afternoon Monday to Thursday evenings	7.60 13.00	N/A N/A			
Dukes Partition Bar and Middle Category A Friday night, Saturday, Sunday Monday to Friday Morning or Afternoon Monday to Thursday evenings	66.50 21.70 32.50	N/A N/A N/A			
Category B Monday to Friday - Morning or Afternoon Monday to Thursday evenings	15.20 22.80	N/A N/A	Dukes Hall is now Closed		
Category C Monday to Friday - Morning or Afternoon Monday to Thursday evenings	10.80 18.50	N/A N/A			
Dukes Partition Stage & Middle Category A Friday night, Saturday, Sunday Monday to Friday Morning or Afternoon Monday to Friday evenings	60.70 20.00 30.90	N/A N/A N/A			

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Category B Monday to Friday - Morning or Afternoon Monday to Thursday evenings	12.50 18.50	N/A N/A		
Category C Monday to Friday - Morning or Afternoon Monday to Thursday evenings Catering extra charge Stage lighting facility	7.60 11.90 79.00 80.70	N/A N/A N/A N/A		Dukes Hall is now Closed
NEW WINDMILL				
Category A Monday to Friday Morning or Afternoon Monday to Thursday evenings Friday Evenings Saturday & Sunday Morning or Afternoon Saturday & Sunday Evening	28.20 43.90 80.70 80.70 80.70	N/A N/A N/A N/A N/A		New Windmill Hall is now managed by a Community Association
Category B Monday to Friday - Morning or Afternoon Monday to Thursday evenings	17.30 26.60	N/A N/A		
Category C Monday to Friday - Morning or Afternoon Monday to Thursday evenings	11.40 18.50	N/A N/A		

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**Culture & Community
Head of Customer Services**

(A) Statutory and Nationally Agreed Charges as set by Havering in conjunction with Other Boroughs & The Magistrates Courts

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
<p>Customer Services</p> <p>Legal Fees Recovery of Rates/Community Charge/Council tax</p> <p>Summons Council Tax (inc £3 paid to the court)</p> <p>Liability Order</p> <p>Summons NNDR (inc £3 paid to the court)</p> <p>Liability Order NNDR</p> <p>Means Enquiry Summonses Council Tax (£240.00 paid to the court)</p> <p>Arrest Warrants with Bail Council Tax (inc. £25 paid to the court)</p> <p>Arrest Warrants without Bail Council Tax (inc. £25 paid to the court)</p> <p>Committal Order Council Tax</p>	<p></p> <p align="right">105.00</p> <p align="right">10.00</p> <p align="right">180.00</p> <p align="right">47.00</p> <p align="right">325.00</p> <p align="right">110.00</p> <p align="right">130.00</p> <p align="right">40.00</p>	<p></p> <p align="right">105.00</p> <p align="right">10.00</p> <p align="right">180.00</p> <p align="right">47.00</p> <p align="right">325.00</p> <p align="right">110.00</p> <p align="right">130.00</p> <p align="right">40.00</p>	<p></p> <p align="center">01/04/11</p> <p align="center">01/04/10</p> <p align="center">01/04/11</p> <p align="center">01/04/11</p> <p align="center">01/04/10</p> <p align="center">01/04/10</p> <p align="center">01/04/10</p> <p align="center">01/04/10</p>	<p></p>

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Culture & Community
Head of Homes & Housing and Public Protection

(A) Statutory and Nationally Agreed Charges

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Stray Dog Service -Environmental Protection (Stray Dogs) Regulation 1992 Impounding fee per dog	25.00	25.00	01/04/12	
Bingo club - Dept of Culture and Media and Sport Copy licence	25.00	25.00		
Notification of change	50.00	50.00		
Betting shop- Dept of Culture and Media and Sport Copy licence	25.00	25.00		
Notification of change	50.00	50.00		
Betting premises tracks-Dept of Culture and Media and Sport Copy licence	25.00	25.00		
Notification of change	50.00	50.00		
Family Entertainment centres-Dept of Culture and Media and Sport Application to vary	1,000.00	1000.00		
Copy licence	25.00	25.00		
Notification of change	50.00	50.00		

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Culture & Community
Head of Homes & Housing and Public Protection

(A) Statutory and Nationally Agreed Charges

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Adult gaming centres-Dept of Culture and Media and Sport				
Application to vary	1000.00	1000.00		
Copy licence	25.00	25.00		
Notification of change	50.00	50.00		
Environmental Health				
Gambling Act 2005				
Lottery- Dept of Culture and Media and Sport				
New registration	40.00	40.00		
Annual re registration	20.00	20.00		
Permit fees- Dept of Culture and Media and Sport				
Notification of right of licensed premises to have 2 gaming machines	50.00	50.00		
Family Entertainment Centre- Dept of Culture and Media and Sport				
New application	300.00	300.00		
Change of name	25.00	25.00		
Copy of permit	15.00	15.00		

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Culture & Community
Head of Homes & Housing and Public Protection

(A) Statutory and Nationally Agreed Charges

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Prize Gaming permit (S 16) Dept of Culture and Media and Sport				
New application	300.00	300.00		
Change of name	25.00	25.00		
Copy of permit	15.00	15.00		
Licensed premises gaming machine permit- Dept of Culture and Media and Sport	150.00	150.00		
New application (new operator)	100.00	100.00		
New application (existing operator)	100.00	100.00		
Vary a permit	25.00	25.00		
Transfer application	50.00	50.00		
Annual fee (1st fee payable within 30 days of issue)	25.00	25.00		
Change of name	15.00	15.00		
Copy of permit				

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Culture & Community
Head of Homes & Housing and Public Protection

(A) Statutory and Nationally Agreed Charges

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Club gaming machine permit -Dept of Culture and Media and Sport				
New application	200.00	200.00		
Renewal	100.00	100.00		
New application (existing operator)	100.00	100.00		
Vary a permit	100.00	100.00		
Copy of permit	15.00	15.00		
Annual fee (1st fee payable within 30 days of issue)	50.00	50.00		
Environment Protection Act				
	tbc			fees set by DEFRA in March 2012
Application Fee				
Standard Process	1,579.00			
Additional fee for operating without a permit	1,137.00			
Service stations PVR I/dry cleaner/ waste oil burner <0.4MW	148.00			
Vehicle refinisher	346.00			
service station PVR I& II combined	246.00			
additional fee for operating without a permit	68.00			
Mobile screening and crushing plant	1,579.00			
For the third to seventh applications	943.00			
For the eight and subsequent applications	447.00			
where the above is for a combined part B and waste site, add £297				

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Culture & Community
Head of Homes & Housing and Public Protection

(A) Statutory and Nationally Agreed Charges

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Annual subsistence charge				fees set by DEFRA in March 2013
Standard process LOW	739.00(+99)^			
Standard process MEDIUM	1111.00(+149)^			
Standard process HIGH	1672.00(+198)^			
^to be added where the above is for combined part B and waste site				
Service stations PVR I/dry cleaner/ waste oil burner <0.4MW				
low	75.00			
medium	151.00			
high	227.00			
vehicle refinisher				
low	218.00			
medium	349.00			
high	524.00			
Service station PVRI and II combined				
Low	108.00			
Medium	216.00			
High	326.00			

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(A) Statutory and Nationally Agreed Charges

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Mobile screening and crushing plant For the first and second plants Low/ medium /high For the third to seventh applications low /medium/high For the eighth and subsequent applications low/medium/ high where a part B is subject to E-PRTR Regulations reporting, add £99 to above late payment fee Transfer and Surrender standard process transfer standard process partial transfer new operator at low risk reduced fee activity Surrender Transfer : Service Stations and Waste Oil burners <0.4MW Partial Transfer : Service Stations and Waste Oil burners <0.4MW	618/989/1484 368/590/884 189/302/453 50.00 162.00 476.00 75.00 0.00 0.00 45.00			fees set by DEFRA in March 2013

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(A) Statutory and Nationally Agreed Charges

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Substantial changes to s10 & s11				fees set by DEFRA in March 2013
Standard process	1005.00			
standard process where the substantial change results in a new PPCactivity	1579.00			
Service stations/Dry cleaners /waste oil burner <0.4MW/ vehicle resprayers	98.00			
subsistence charges can be paid in 4 equal installments paid on 1st April, 1st july, 1st October,and 1st january. Where paid quarterly the total amount payable to the local authority will be increased by £36				
Licensing Act 2003 fees set by DCMS				
Application for the grant or renewal of a personal licence	37.00	37.00		
Temporary event notice	21.00	21.00		
Theft, loss, etc. of premises licence or summary	21.00	21.00		
Application for a provisional statement where premises being built etc	10.50	10.50		
Notification of change of name or address	10.50	10.50		
Application to vary licence to specify individual as premises supervisor	23.00	23.00		
Application for transfer of premises licence	23.00	23.00		
Interim authority notice following death etc. of licence holder	10.50	10.50		
Theft, loss etc. of certificate or summary	23.00	23.00		
Notification of change of name or alteration of rules of club	23.00	23.00		

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*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Licensing Act 2003 fees set by Home Office (continued)				
Change of relevant registered address of club	23.00	23.00		
Theft, loss etc. of temporary event notice	10.50	10.50		
Theft, loss etc. of personal licence	10.50	10.50		
Duty to notify change of name or address	10.50	10.50		
Right of freeholder etc. to be notified of licensing matters	10.50	10.50		
Main Fee Levels				
Based on non domestic rateable value:				
Band A	£0 - £4300			
Band B	£4301 - £33000			
Band C	£33001 - £87000			
Band D	£87001 - £125000			
Band E	£125001 and over			

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Culture & Community
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(A) Statutory and Nationally Agreed Charges

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Premises Licences*				
New Applications and variation				
Band A	100.00	100.00		
Band B	190.00	190.00		
Band C	315.00	315.00		
Band D	450.00	450.00		
Band E	635.00	635.00		
Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (bands D & E only)				
Band D x 2	900.00	900.00		
Band E x 3	1,905.00	1905.00		
Annual charge*				
Band A	70.00	70.00		
Band B	180.00	180.00		
Band C	295.00	295.00		
Band D	320.00	320.00		
Band E	350.00	350.00		

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Culture & Community
Head of Homes & Housing and Public Protection

(A) Statutory and Nationally Agreed Charges

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Additional annual fee payable (if applicable)				
Numbers in attendance at any one time				
5,000 - 9,999	500.00	500.00		
10,000 - 14,999	1000.00	1000.00		
15,000 - 19,999	2000.00	2000.00		
20,000 - 29,999	4000.00	4000.00		
30,000 - 39,999	8,000.00	8,000.00		
40,000 - 49,999	12,000.00	12,000.00		
50,000 - 59,999	16,000.00	16,000.00		
60,000 - 69,999	20,000.00	20,000.00		
70,000 - 79,999	24,000.00	24,000.00		
80,000 - 89,999	28,000.00	28,000.00		
90,000 and over	32,000.00	32,000.00		
Club premises certificates				
New application variation				
Band A	100.00	100.00		
Band B	190.00	190.00		
Band C	315.00	315.00		
Band D	450.00	450.00		
Band E	635.00	635.00		

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Culture & Community
Head of Homes & Housing and Public Protection

(A) Statutory and Nationally Agreed Charges

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Annual charge				
Band A	70.00	70.00		
Band B	180.00	180.00		
Band C	295.00	295.00		
Band D	320.00	320.00		
Band E	350.00	350.00		

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Culture & Community
Head of Homes & Housing and Public Protection

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
ENVIRONMENTAL HEALTH			01/04/12	
ANNUAL LICENCES				
Animal boarding establishments	259.00	264.20		I
Animal Boarding change to Licence	47.00	47.90		I
Animal Boarding renewal (Animal Boarding Establishments Act 1963)	193.00	196.90		I
Breeding establishments for dogs (Breeding of dogs act 1973 and 1991)	193.00	196.90		I
Keeping of dangerous wild animals (Dangerous Wild Animals Act 1976)	193.00	196.90		I
Special treatment establishments (London Local Authority Act 1991)				
- Single treatment	231.00 reduced to £ 181 if paid by the 15th April 2012	235.60 reduced to £184.60 if paid by 15th April 2013		I
- Multiple treatment	337.00 reduced to £277.00 if paid by 15th April 2012	343.70 reduced to £282.50 if paid by April 15th 2013		I
- variation of licence	68.00	69.40		I
- transfer of licence	67.00	68.30		I
- one day licence	60.00	61.20		I

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Culture & Community
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(B) Charges determined by Committee

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Performing Animals (Performing Animals(Regulations)Act 1925)				
Registration	97.00	98.90		I
Application to vary registration	47.00	47.90		I
Certificate	26.00	26.50		I
Pet Shops application	193.00	196.90		I
Pet Shops change to Licence (Pet Animals Act 1951)	47.00	47.90		I
Poisons (Poisons Act 1972)				
- Inclusion on list of persons entitled to sell poison	59.00	60.20		I
- Alteration of list	29.00	29.60		I
-Retention of name on list	59.00	60.20		I
Riding Establishments				
Riding establishments application	314.00	320.30		I
	Plus Vet Fees	Plus Vet Fees		
Riding establishments application to change Licence Riding establishments (Riding Establishments Acts 1964-1970)	47.00	47.90		I
	Plus Vet Fees	Plus Vet Fees		

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(B) Charges determined by Committee

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Notification to operate a Zoo	157.00	160.10		I
Application for a Zoo Licence	523.00 Plus Vet Fees	533.50 Plus Vet Fees		I
Zoo Licence application to change (Zoo Licensing Act 1981)	292.00 Plus Vet Fees	297.80 Plus Vet Fees		I
Sex Establishment				
Sex Establishment Application	10,150.00	2,000.00		I
Sex Establishment Licence application to change [Local Government (Miscellaneous Provisions) Act 1982]	2,092.00	1,000.00		I
Hypnotism consent (Hypnotism Act 1952)	114.00	116.30		I
Caravan and Camping Site	345.00	351.90		I

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Culture & Community
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(B) Charges determined by Committee

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Street Trading Licences				
Subject to review and a separate consultation for proposed street trading protocol				
Trading between 05:00 - 20:00				
Seven days per week	1,885.00	1,922.70		I
Six days per week	1,616.00	1,648.30		I
Five days per week	1,351.00	1,378.10		I
Four days per week	1,078.00	1,099.60		I
Three days per week	810.00	826.20		I
Two days per week	539.00	549.80		I
One day per week	271.00	276.40		I
Trading between 20:00 - 02:00				
Seven days per week	2,333.00	2,379.70		I
Six days per week	2,001.00	2,041.00		I
Five days per week	1,667.00	1,700.30		I
Four days per week	1,334.00	1,360.70		I
Three days per week	1,000.00	1,020.00		I
Two days per week	668.00	681.00		I
One day per week	334.00	340.70		I
These can be paid annually in advance				

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Culture & Community
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(B) Charges determined by Committee

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Temporary Street Trading Licences (up to 6 months) trading between 05.00 and 20.00				
Seven days per week	943.00	961.90		
Six days per week	809.00	825.20		
Five days per week	676.00	689.50		
Four days per week	539.00	549.80		
Three days per week	405.00	413.10		
Two days per week	270.00	275.40		
One day per week	136.00	138.70		
Trading between 20.00 and 02.00				
Seven days per week	1,167.00	1,190.30		
Six days per week	1,001.00	1,021.00		
Five days per week	834.00	850.70		
Four days per week	667.00	680.30		
Three days per week	500.00	510.00		
Two days per week	334.00	340.70		
One day per week	168.00	171.40		
Daily Temporary Licence for special events	39.00	39.80		
Duplicate Licence	42.00	42.80		
Variations to existing Licences	89.00	90.80		

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(B) Charges determined by Committee

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Stray Dog Service				
Administration Fee	10.00	10.00		I stray dog service is outsourced and is contracted to Gemini. The fees are set for 3 years.
Weekdays 09.00 - 16.59	50.00	50.00		
Weekdays 17.00 - 21.59	60.00	60.00		
Weekdays 22.00 - 08.59	70.00	70.00		
Weekends 09.00 - 16.59	60.00	60.00		
Weekends 17.00 - 08.59	70.00	70.00		
Bank Holidays	70.00	70.00		
Charge per day per dog/part day	11.00	11.00		
Land Quality Reports				
Written report that takes less than 2 hours to complete:				
a) 5 working day response (where available and on request)	421.20	429.70 *		I
b) 20 working day response	212.40	216.70 *		I
For every hour over 2 hours	73.20	74.70 *		I

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(B) Charges determined by Committee

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
5 – YEAR LICENCE HMO Licensing Basic fee per unit of accommodation (i.e. accommodation which is occupied by a single household as defined in Sec 258 of the Housing Act 2004 e.g., a bed-sit or bedroom in a shared house. In the case of a flat in multiple occupation each bedroom will count as a separate unit.	123.00	125.50		I
Discounted rate per unit for landlords accredited through the London Landlord Accreditation Scheme (LLAS) or membership of a recognised Landlord's Association (i.e. an association where members sign up to a code of practice that has been approved e.g. the National Landlords Association	102.00	104.10		I
Discounted rate per unit for Registered Charity or non-profit making organisation	61.00	62.30		I
Assistance in filling in the application form or a site visit prior to the form being submitted	56.00 per hr (up to max of £250)	57.20		I

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(B) Charges determined by Committee

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Licence variations e.g. registering a change of ownership, change of managing agent or changes in the use of layout of the property	102.00	104.10		I
	102.00	104.10		I
Failure to complete application within 6 months from date received by the Council	No Refund			
Renewal of HMO Licence	50% of the Original Cost			
Duration of Licence	5 years			
Fee for each type of Statutory Notice served under the Housing Act 2004 with the ability to add the cost of any report required from external experts such as Gas, Electricity or Structural Surveyors.	443.36	452.30	1.4.12	
Fee per visit for Housing Inspection and Assessments for Immigration	120.00	122.40 *	1.4.12	
Gambling Act 2005 Fees set by LA (subject to maxima set by Govt)				

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(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Bingo club				
New premises application	3,091.00	3,152.90		
Annual fee	605.00	617.10		
Application to vary	1,015.00	1,035.30		
Application to transfer	508.00	518.20		
Application for reinstatement	788.00	803.80		
Application for a provisional statement	1,051.00	1,072.10		
License application (provisional statement holders)	788.00	803.80		
Betting shop				
New premises application	1,030.00	1,050.60		
				maximum annual fee that can be charged is £600
Annual fee	600.00	600.00		
Application to vary	771.00	786.50		
Application to transfer	508.00	518.20		
Application for reinstatement	788.00	803.80		
Application for a provisional statement	1,051.00	1,072.10		
License application (provisional statement holders)	788.00	803.80		

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Betting premises tracks				
New premises application	2,473.00	2,500.00		
Annual fee	795.00	810.90		
Application to vary	1,015.00	1,035.30		
Application to transfer	508.00	518.20		
Application for reinstatement	761.00	776.30		
Application for a provisional statement	2,436.00	2,484.80		
License application (provisional statement holders)	761.00	776.30		
Family Entertainment centres				
New premises application	1,380.00	1,407.60		
Annual fee	605.00	617.10		
Application to transfer	508.00	518.20		
Application for reinstatement	761.00	776.30		
Application for a provisional statement	1,411.00	1,439.30		
License application (provisional statement holders)	792.00	807.90		

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Culture & Community
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(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Adult gaming centres				
New premises application	1,401.00	1,429.10		
Annual fee	605.00	617.10		
Application to transfer	508.00	518.20		
Application for reinstatement	761.00	776.30		
Application for a provisional statement	1,360.00	1,387.20		
License application (provisional statement holders)	761.00	776.30		

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Social Care and Learning Learning and Achievement

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from Sept 2012) £	Charges 2013/14 (from Sept 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1 Europa Centre				
1a Visits (Non-Havering schools & colleges) Contact Europa for Havering prices				
Tuition of French, German, Spanish				
5 native speakers				
Duration 1.5 hours, 15 students or less				
autumn term	187.00	187.00	01/09/2012	
spring & summer terms	199.00	199.00	01/09/2012	
Duration 1.5 hours, 16-30 students				
autumn term	255.00	255.00	01/09/2012	
spring & summer terms	263.00	263.00	01/09/2012	
Duration 2 hours, 15 students or less				
autumn term	245.00	245.00	01/09/2012	
spring & summer terms	260.00	260.00	01/09/2012	
Duration 2 hours, 16-30 students				
autumn term	330.00	330.00	01/09/2012	
spring & summer terms	350.00	350.00	01/09/2012	

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Social Care and Learning Learning and Achievement

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from Sept 2012) £	Charges 2013/14 (from Sept 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1 Europa Centre				
1a Visits (Non-Havering schools & colleges) Contact Europa for Havering prices Tuition of French, German, Spanish				
Additional Assistants at Europa Centre (per hour)	25.00	25.00	01/09/2012	
Charge for staff supervision costs for using lunch facility	20.00	20.00	01/09/2012	
Hire of class space during visit (per half day)	25.00	25.00	01/09/2012	
1b Foreign Language Courses				
Primary (10 Lessons of 45 minutes - termly cost)	55.00	56.00	01/09/2012	I
Secondary (GCSE Support-per lesson 60 lessons over 2 years)	6.60	6.60	01/09/2012	
After School (10 Lessons of 45 minutes - termly cost)	54.00	54.00	01/09/2012	
Private Tuition (per hour)	30.00	30.00	01/09/2012	

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Social Care and Learning Learning and Achievement

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from Sept 2012) £	Charges 2013/14 (from Sept 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1 Europa Centre				
1c Hire of the Centre (non educational)				
Half Day (10:00am - 12.30 or 1pm to 3.30pm)	200.00	200.00	01/09/2012	
Full Day (10:00am to 3.30pm)	400.00	400.00	01/09/2012	
Evening Hire (per Hour)	75.00	75.00	01/09/2012	
Input of any additional Europa Centre assistants (in addition to the supervisory member of staff already present) (per hour, pro rata)	25.00	25.00	01/09/2012	
1d Hire of the Centre (educational institutions)				
Half Day (10am-12.30 or 1pm-3.30pm) with advisory input	350.00	350.00	01/09/2012	
Full Day (10am-3.30pm) with advisory input	650.00	650.00	01/09/2012	
Full Day (10am-3.30pm) to include half-day advisory input	550.00	550.00	01/09/2012	
Full Day (10am-3.30pm) independently run	400.00	400.00	01/09/2012	
Evening Hire (per hour)	35.00	35.00	01/09/2012	

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Social Care and Learning Learning and Achievement

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from Sept 2012) £	Charges 2013/14 (from Sept 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1 Europa Centre				
e) Language Assistant Support in schools (per hour - 2 hour minimum)	30.00	30.00	01/09/2012	
f) Transalation/interpeting Services	Prices quoted per job	Prices quoted per job		
g) Mobile Europa				
1 visit of 1.5 hours	300.00	300.00	01/09/2012	
2 visits of 1.5 hours (same day)	550.00	550.00	01/09/2012	
3 visits of 1.5 hours (same day)	800.00	800.00	01/09/2012	
h) Consultation, Training & INSET - contact Europa for details Costs vary depending upon activity (consultation, adviser travelling to educational establishment, attendance of courses etc.	Prices quoted per job	Prices quoted per job		
i) Adult Evening Courses				
French, German, Spansish and Italian	198.00	198.00	01/09/2012	
British Sign Language - Level 1	411.00	411.00	01/09/2012	
British Sign Language - Level 2	599.00	570.00	01/09/2012	
British Sign Language - Level 2 continuing from level 1		520.00	01/09/2012	

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**Legal & Democratic Services
Assistant Chief Executive**

Vat Inclusive*

Income Source	Charges 2012/13 (from 1st April) £	Charges 2013/14 (from 1st April) £	Operative Date of Latest Notified Charge	Base of Increase
Administration fee re:enquiries from commercial sources on 2nd charges	46.00*	47.00*	1.4.13	I/N
Reserve/Access Licences - single payment	50.00	50.00	1.4.12	
- annual payment	20.00	21.00	1.4.13	I/N
Lease of shops/offices - town centre	610.00	620.00	1.4.13	I/N
- other	450.00	460.00	1.4.13	I/N
<i>Complex Commercial Leases</i> <i>(fees dependent on complexity, urgency and time costs to be capped at £2,000 ex vat)</i>				
Sale of surplus land/property	(Fees dependent on consideration payable)	(Fees dependent on consideration payable)		
N.B. All other conveyancing costs where Council can charge when terms so provide are by agreement in terms of solicitors Remuneration Order 1972.				

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**Legal & Democratic Services
Assistant Chief Executive**

Vat Inclusive*

Income Source	Charges 2012/13 (from 1st April) £	Charges 2013/14 (from 1st April) £	Operative Date of Latest Notified Charge	Base of Increase
<p><i>Planning Agreements</i> (Section 106 Town and Country Planning act 1990)</p> <p><i>Unilateral Undertaking</i></p> <p>Legal Charges <i>S38 Highways Act 1980 Supervision</i> <i>Section 278 Highways Act 1980</i> <i>Highway Agreements (Minimum Fee)</i></p>	<p>Fee dependent on work done subject to minimum fee of £500 (Agreement)</p> <p>Dependent on work done subject to minimum fee of £350 (UU)</p> <p align="center">385.00</p>	<p>Fee dependent on work done subject to minimum fee of £500 (Agreement)</p> <p>Dependent on work done subject to minimum fee of £350 (UU)</p> <p align="center">390.00</p>	<p align="center">1.4.13</p>	<p align="center">I/N</p>
<p>Local Land Charges</p> <p>Certain fees are laid down in regulations made under the Local Land Charges Act 1975.</p> <p>Fees for Official Local Land Charge Certificates</p> <p>Registration of a charge in Part II of the registers</p> <p>Filing a definitive certificate of the Lands Tribunal under Rule 10(3)</p> <p>Filing a judgement order or application for the variation or cancellation of an entry in Part II on the Register</p>	<p align="center">70.00</p> <p align="center">2.50</p> <p align="center">7.00</p>	<p align="center">70.00</p> <p align="center">2.50</p> <p align="center">7.00</p>	<p align="center">1.4.11</p> <p align="center">1.4.09</p> <p align="center">1.4.09</p>	

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**Legal & Democratic Services
Assistant Chief Executive**

Vat Inclusive*

Income Source	Charges 2012/13 (from 1st April) £	Charges 2013/14 (from 1st April) £	Operative Date of Latest Notified Charge	Base of Increase
Registration of any other charge	7.00	8.00	1.4.10	
Inspection of documents filed under Rule 10 in respect of each parcel of land	nil	nil	1.4.09	
And in addition in respect of each parcel of land one where rule 11 (3) of the search extends to more than one parcel, subject to a maximum of 16.00	nil	nil	1.4.09	
Official search (including issue of official certificate of search)				
a) in only the part of the register	4.00	4.00	1.4.10	
b) in the whole of the register - post or fax	15.00	15.00	1.4.10	
c) in the whole of the register - where the requisition is made by electronic means in accordance with rule 16	10.00	10.00	1.4.10	
And in addition in respect of each parcel of land above one, where under Rule 11 (3) more than one parcel is included in the same requisition (whether the requisition is for a search in the whole as in any part of the register) subject to a maximum of 9.80	2.00	2.00	1.4.10	

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**Legal & Democratic Services
Assistant Chief Executive**

Vat Inclusive*

Income Source	Charges 2012/13 (from 1st April) £	Charges 2013/14 (from 1st April) £	Operative Date of Latest Notified Charge	Base of Increase
Office copy of any entry in the register (not including a copy or extract of any plan or document filed pursuant to these rules)	1.50	1.50	1.4.10	
Office copy of any plan or other document filed pursuant to these rules				
Personal Searches in whole or part of the Register	nil	nil	1.7.10	
Extract of register in place of personal search	15.00	15.00	1.7.10	
CON29(R) Enquiries				
One parcel of land	70.00	70.00	1.4.10	
Several parcels of land				
- first extra parcel				
- each addition	29.50	29.50	1.4.09	
(fees that exceed 100 to be fixed by arrangement)				
Update Search Fee	50.00	50.00	1.4.09	
Part 2 Enquiries				
Each printed enquiry	17.00	17.00	1.4.09	
With exception to Question 4	26.50	27.00	1.4.13	I/S
Each additional enquiry	28.50	29.00	1.4.13	I/S
With exception of surrounding area enquiries	42.00	42.00	1.4.09	

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**Legal & Democratic Services
Assistant Chief Executive**

Vat Inclusive*

Income Source	Charges 2012/13 (from 1st April) £	Charges 2013/14 (from 1st April) £	Operative Date of Latest Notified Charge	Base of Increase
Provision of access data to external body to answer CON29(R) and (O) questions	nil	nil	1.7.10	
Data for CON 29(R) questions				
Certified Copy of Land Search	11.00	11.00	1.4.10	
Copying Charges - Legal Documents				
First Page	2.00*	2.00*	1.4.11	
Subsequent pages	0.20*	0.20*	1.4.11	
Certified copy of transactional documents	35.00	35.00	1.4.11	
Certified copy of extract of Highways Register	27.40	28.00	1.4.13	I/N
Street Naming & Numbering				
1 new property/ house or premise name change (to include property conversions up to 4 units)	50.00*	55.00*	1.4.13	I/N
<u>New Addresses - (Block names included) in an existing road</u>				
1-5 plots	50.00*	55.00*	1.4.13	I/N
6-25 plots	70.00*	75.00*	1.4.13	I/N
26-45 plots	150.00*	160.00*	1.4.13	I/N
46-100 plots	200.00*	210.00*	1.4.13	I/N
100+ plots	300.00*	320.00*	1.4.13	I/N
<u>New Addresses plus new road names</u>				
1-5 plots	100.00*	100.00*	1.4.12	
6-25 plots	140.00*	140.00*	1.4.12	
26-45 plots	300.00*	300.00*	1.4.12	
46-100 plots	400.00*	400.00*	1.4.12	
100+ plots	600.00*	600.00*	1.4.12	

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**Legal & Democratic Services
Assistant Chief Executive**

Vat Inclusive*

Income Source	Charges 2012/13 (from 1st April) £	Charges 2013/14 (from 1st April) £	Operative Date of Latest Notified Charge	Base of Increase
Use of Council Chamber and Committee Rooms – Town Hall				
Council Chamber				
Monday to Friday - per whole day	320.00	326.00	1.4.13	I/N
Monday to Friday - per half day	160.00	163.00	1.4.13	I/N
Weekends - per whole day	445.00	453.00	1.4.13	I/N
Weekends - per half day	223.00	227.00	1.4.13	I/N
Evenings - after 6pm (Fridays and weekends only)	195.00	198.00	1.4.13	I/N
Committee Room 3				
Monday to Friday - per whole day	200.00	204.00	1.4.13	
Monday to Friday - per half day	100.00	102.00	1.4.13	
Monday to Friday - per 2 hour session.	75.00	76.00	1.4.13	
Evening - after 6pm (Fridays and weekends only)	100.00	102.00	1.4.13	
Other Committee Rooms - per hour (daytime & evening)				
Room 1	25.00	25.00	1.4.13	I/N
Room 2	25.00	25.00	1.4.13	I/N
Room 4	18.00	18.00	1.4.13	I/N
<u>Lettings to Charities and Voluntary Organisations</u>				
Lettings to charities and voluntary organisations will usually attract a 50% discount.				

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**Legal & Democratic Services
Assistant Chief Executive**

Vat Inclusive*

Income Source	Charges 2012/13 (from 1st April) £	Charges 2013/14 (from 1st April) £	Operative Date of Latest Notified Charge	Base of Increase
Land and Property Services				
Various charges for services to private sector				
Democratic Services				
Copies of the Constitution	24.40	25.00	1.4.13	I/N
All Departments				
Local Government (Access to Information) Act 1985				
Inspection of papers in background paper list				
Copying				
Supply of photocopies of background papers				
- first page	2.00*	2.00*	1.4.13	I/N
- cost per additional page	0.20*	0.25*	1.4.13	I/N

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**Legal & Democratic Services
Assistant Chief Executive**

Vat Inclusive*

Income Source	Charges 2012/13 (from 1st April) £	Charges 2013/14 (from 1st April) £	Operative Date of Latest Notified Charge	Base of Increase
Electoral Registration				
Sale of Electoral Registers				
Data format	20.00	20.00	1.2.01	
-Additional charge per 1000 entries	1.50	1.50	1.2.01	
Paper format	10.00	10.00	1.2.01	
-Additional charge per 1000 entries	5.00	5.00	1.2.01	
Registration Certificate	16.50	16.75	1.4.13	I/N
Charge for each additional year checked	5.30	5.35	1.4.13	I/N
Ward Map	3.30	3.50	1.4.13	I/N
Photocopying - first page	2.55*	2.75*	1.4.13	I/N
- cost per additional page	0.20*	0.25*	1.4.13	I/N

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**Legal & Democratic Services
Assistant Chief Executive**

Vat Inclusive*

Income Source	Charges 2012/13 (from 1st Sept) £	Charges 2013/14 (from 1st Sept) £	Operative Date of Latest Notified Charge	Base of Increase
Education Appeals				
<u>Admission appeals</u>	Vat Inclusive	Vat Inclusive		
Per appeal withdrawn before processing	No charge	No charge	1.9.13	N/I
Per processed appeal withdrawn less than three weeks before hearing	£132	£134	1.9.13	N/I
Per appeal withdrawn once papers for hearing have been distributed	£156	£159	1.9.13	N/I
Per appeal heard	£204	£208	1.9.13	N/I
Per appeal referred to the Secretary of State alleging maladministration	Charge to be agreed on basis of work required at £42 per hour	Charge to be agreed on basis of work required at £42 per hour	1.9.13	N/I
Per appeal subject to judicial review proceedings	Charge to be agreed on basis of work required at £42 per hour	Charge to be agreed on basis of work required at £42 per hour	1.9.13	N/I

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**Legal & Democratic Services
Assistant Chief Executive**

Vat Inclusive*

Income Source	Charges 2012/13 (from 1st Sept) £	Charges 2013/14 (from 1st Sept) £	Operative Date of Latest Notified Charge	Base of Increase
Education Appeals				
Exclusion reviews	Vat Inclusive	Vat Inclusive		
Per review withdrawn before processing	No charge	No charge	1.9.13	N/I
Per processed review withdrawn less than three weeks before hearing	£132	£134	1.9.13	N/I
Per review withdrawn once papers for hearing have been distributed	£156	£159	1.9.13	N/I
Per review heard	£264 for first hour of hearing and up to four hours of the clerk's time after the hearing; plus	£270 for first hour of hearing and up to four hours of the clerk's time after the hearing; plus		
	£60 for each subsequent hour or part of an hour of hearing;	£60 for each subsequent hour or part of an hour of hearing;	1.9.13	N/I
	plus £42 for each subsequent hour or part of an hour of clerk's time	plus £42 for each subsequent hour or part of an hour of clerk's time	1.9.13	N/I
Per review referred to the Secretary of State alleging maladministration	Charge to be agreed on basis of work required at £42 per hour	Charge to be agreed on basis of work required at £42 per hour	1.9.13	N/I
Per review subject to judicial review proceedings	Charge to be agreed on basis of work required at £42 per hour	Charge to be agreed on basis of work required at £42 per hour	1.9.13	N/I

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Culture and Community
Head of Culture and Leisure Services

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
FINES				
Adults	0.26	0.27	01/04/13	I/N
Children	0.12	0.13	01/04/13	I/N
Spoken Words	0.26	0.27	01/04/13	I/N
Lost Tickets	3.50	3.60	01/04/13	I/N
Lost Items - Replacement Cost (Min charge £10)				I/N
Overdue notifications				
1st Overdue (E-Mail)	0.00	0.00	01/04/12	I/N
1st Overdue (Text/Telephone)	0.16	0.17	01/04/13	I/N
1st Overdue (Post)	1.10	1.12	01/04/13	I/N
2nd Overdue				
Reservations				
Adult (E-mail)	1.12	1.14	01/04/13	I/N
Adult (Text/Telephone)	1.30	1.33	01/04/13	I/N
Adult (Post)	1.70	1.73	01/04/13	I/N
Children				
Items not held within borough				
Adult (E-mail)	2.60	2.65	01/04/13	I/N
Adult (Text/Telephone)	2.75	2.80	01/04/13	I/N
Adult (Post)	3.30	3.35	01/04/13	I/N
Children				

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Culture and Community
Head of Culture and Leisure Services

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1				
CDs per week - Singles	1.20	1.22	01/04/13	I/N
- Sets	2.20	2.20	01/04/12	I/N
Spoken Word per 3 weeks (registered blind exempt)		1.17	01/04/13	I/N
DVDS per week		3.00	01/04/13	I/N
Music Scores(3 Months) Cost to be agreed with customer before progressing order				
Photo Copies *				
B/W A4	0.30	0.30	01/04/12	I/N
B/W A3	0.35	0.35	01/04/12	I/N
Colour A3 (Photocopy)	2.00	2.10	01/04/12	I/N
Colour A4 (Photocopy)	1.40	1.50	01/04/12	I/N
People's Network-Printing *				
B/W A4 (Printout per page)	0.30	0.30	01/04/12	I/N
Colour A4 (Printout per page)	1.40	1.40	01/04/12	I/N
People's Network-Usage				
1st Hour				
Elect Equipment i.e. Lap Top Charging per day etc.	1.00	1.00	01/04/12	I/N
Elect Equipment i.e. Mobile Phone charging per day etc.	1.00	1.00	01/04/12	I/N
All other elect appliances	1.00	1.00	01/04/12	I/N

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Culture and Community
Head of Culture and Leisure Services

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Room Hire (3 Hour Session)				
Upminster per hour	20.00	20.00	01/04/12	
Upminster-After 8pm £25 locking up fees	25.00	25.00	01/04/12	
Hornchurch 1st hour Large meeting room	25.00	25.00	01/04/12	
Additional hours Large meeting room	20.00	20.00	01/04/12	
Hornchurch-After 10pm £25 locking up fees	25.00	25.00	01/04/12	
Hornchurch Class Room One per hour	20.00	20.00	01/04/12	
Hornchurch Class Room Two per hour	15.00	15.00	01/04/12	
Elm Park Meeting Room per hour	20.00	20.00	01/04/12	
Romford 1st hour Large meeting room	25.00	25.00	01/04/12	
Additional hours Large meeting room	20.00	20.00	01/04/12	
Romford-After 10pm £25 locking up fees	25.00	25.00	01/04/12	
Exhibitions(per week)				
Upminster at exhibitors liability for one week	0.00	0.00	01/04/12	
Hornchurch at exhibitors liability for one week	0.00	0.00	01/04/12	

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**Finance and Commerce
Head of Asset Management**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1				
<u>Market Charges</u>				
Licenced Traders -Monthly Charges(Includes Weds,Fri & Sat Markets)				
Markets- All Locations				
Ground space/ 6ft frontage	169.50	169.50	01/04/2013	C
Lighting-monthly per point	11.60	11.60	01/04/2013	C
Extra Land(Daily Charges)	5.30	5.30	01/04/2013	C
Other one-off charges				
Nomination of Licence	253.00	253.00	01/04/2013	C
Nomintation of Licence to member of Family	183.00	183.00	01/04/2013	C
Other alterations to Licences	42.00	42.00	01/04/2013	C
<u>Market Charges</u>				
Casual Traders-Daily Charges				
Casual Licence – Saturday Market – Ground Space of 6ft frontage	22.50	22.50	01/04/2013	C
Casual Licence – Wed or Friday Market – Ground Space of 6ft frontage	15.25	15.25	01/04/2013	C
Lighting Charges-Per point per day	2.55	2.55	01/04/2013	C
Extra Land per day	5.30	5.30	01/04/2013	C

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**Finance and Commerce
Head of Asset Management**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2012/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1 Extra Market Days – At Christmas/Sundays/Banks Holidays				
Ground Space of 6ft frontage Licenced Traders (having held a licence for at least 2 mths, incl nominations)	15.25	15.25	01/04/2013	C
Casual Traders	20.30	20.30	01/04/2013	C
Other Additional Daily Charges (Lighting/Extra Land etc) as appropriate				

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Social Care and Learning Learning & Achievement

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Music School				
(a) Saturday Morning Music School (32 sessions per year including 2 concerts)				
(b) Wednesday and Weekday Music Centre (32 sessions per year including 2 concerts)				
Registration Fee	92.85	94.70	01/04/2012	I/N
Individual Lesson	149.50	152.50	01/04/2012	I/N
Group Lesson – 2 pupils	101.05	103.10	01/04/2012	I/N
Group Lesson – 3 pupils	67.45	68.80	01/04/2012	I/N
Keyboard Class	50.95	52.00	01/04/2012	I/N
Music Kindergarten	41.50	42.35	01/04/2012	I/N
Young Musicians Registration Fee	53.40	54.50	01/04/2012	I/N
Young Musicians Instrumental Class (group of 4)	51.00	52.00	01/04/2012	I/N
(c) Associate Ensemble Membership				
Associate Member (Secondary)	41.50	42.35	01/04/2012	I/N
Associate Member (Primary)	30.20	30.80	01/04/2012	I/N
Associate Member (Adult)	44.30	45.50	01/04/2012	I/N

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N - A nominal increase e.g. due to rounding of charge

S - An increase above inflation consequent upon a corporate plan saving

Social Care and Learning Learning & Achievement

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Music School				
d) Hire of Instruments (Annual Charges)	29.20	32.00	01/04/2012	I/N
e) Scholarship				
Secondary - Individual Lesson (30 mins)	123.75	127.75	01/04/2012	I/N
Secondary - Individual Lesson (15 mins)	82.05	84.75	01/04/2012	I/N
Primary - Individual Lesson (30 mins)	101.95	N/A	01/04/2012	I/N
Primary - Individual Lesson (15 mins)	62.15	N/A	01/04/2012	I/N
<i>Scholarships are no longer offered to primary age children</i>				

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Lettings to voluntary organisations				
Broad based groups	4.06	4.50	01/04/13	I/N
Recreational/Sports Groups	11.65	12.00	01/04/13	I/N
Other groups (Discretionary)	7.49	8.00	01/04/13	I/N
My Place (all charges are for 1hr unless stated otherwise)				
Charges for Community Organisations and Non Profit Organisations				
Off Peak (Mon - Fri 9am - 6pm)				
Performance Hall	N/A	18.00	01/04/13	New Charge
Performance hall with staging, sound and lighting - 4hrs	N/A	90.00	01/04/13	New Charge
Music Studio - 4hrs*	N/A	40.00	01/04/13	New Charge
Technician	N/A	18.00	01/04/13	New Charge
Games Room*	N/A	15.00	01/04/13	New Charge
Art Room*	N/A	9.00	01/04/13	New Charge
Health Room	N/A	7.00	01/04/13	New Charge
IAG Room	N/A	7.00	01/04/13	New Charge
Counselling Room	N/A	7.00	01/04/13	New Charge
Large Meeting Room	N/A	12.00	01/04/13	New Charge
Small Meeting Room	N/A	8.00	01/04/13	New Charge
Bike Workshop	N/A	12.00	01/04/13	New Charge
IT Hub - reservation fee per computer*	N/A	1.00	01/04/13	New Charge

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
My Place (all charges are for 1hr unless stated otherwise) Charges for Community Organisations and Non Profit Organisations Peak Performance Hall Party Bookings - (Weekend) Performance hall with staging, sound and lighting - 4hrs Music Studio - 4hrs* Technician Games Room* Art Room* Health Room IAG Room Counselling Room Large Meeting Room Small Meeting Room Bike Workshop IT Hub - reservation fee per computer*	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	22.00 31.00 130.00 50.00 18.00 20.00 12.00 9.00 9.00 9.00 15.00 10.00 15.00 1.00	01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13	New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
My Place (all charges are for 1hr unless stated otherwise) Charges for Commercial Organisations Off Peak (Mon - Fri 9am - 6pm) Performance Hall Performance hall with staging, sound and lighting - 4hrs Music Studio - 4hrs* Technician Games Room* Art Room* Health Room IAG Room Counselling Room Large Meeting Room Small Meeting Room Bike Workshop IT Hub - reservation fee per computer*	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	30.00 160.00 60.00 25.00 30.00 20.00 16.00 16.00 16.00 25.00 20.00 25.00 1.00	01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13 01/04/13	New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge New Charge

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**Culture & Community
Head of Culture & Leisure**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
My Place (all charges are for 1hr unless stated otherwise)				
Charges for Commercial Organisations				
Peak				
Performance Hall	N/A	40.00	01/04/13	New Charge
Performance hall with staging, sound and lighting - 4hrs	N/A	240.00	01/04/13	New Charge
Music Studio - 4hrs*	N/A	80.00	01/04/13	New Charge
Technician	N/A	25.00	01/04/13	New Charge
Games Room*	N/A	40.00	01/04/13	New Charge
Art Room*	N/A	25.00	01/04/13	New Charge
Health Room	N/A	20.00	01/04/13	New Charge
IAG Room	N/A	20.00	01/04/13	New Charge
Counselling Room	N/A	20.00	01/04/13	New Charge
Large Meeting Room	N/A	30.00	01/04/13	New Charge
Small Meeting Room	N/A	22.00	01/04/13	New Charge
Bike Workshop	N/A	30.00	01/04/13	New Charge
IT Hub - reservation fee per computer*	N/A	1.00	01/04/13	New Charge
Additional Services at My place				
Rigging - per person per hour	N/A	18.00	01/04/13	New Charge
De-rigging - per person per hour	N/A	25.00	01/04/13	New Charge

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Finance & Commerce
Head of Development & Building Control

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Photocopying per A4 sheet (minimum charge £1)	0.20 *	0.20 *	01/04/13	
Photocopying of plans (per sheet)	17.50 *	17.85 *		
Planning History (per site)	22.50	23.00		
Building Control History (per site)	22.50	23.00		
Other Planning requests - per hour (minimum 1/2 hour)	65.00/hour	67.30		
Other Building Control requests - per hour	65.00	67.30		
[The Building (Local Authority Charges) Regulations 2010]				
Committee reports (available from website for free)	No Charge			
Planning Decision Notices	17.50 *	17.85 *		
Building Control Approvals and Completion Certificates	17.50	17.85		
Planning Enquiry Letter (per response)	22.50	23.00		
Building Control Enquiry Letter (per response)	22.50	23.00		
Pre-application advice (Major Development)	1,450.00 *	1479.00 *		
Pre-application advice (Minor Development)	725.00 *	739.50 *		
Section 106 Monitoring - A percentage of the total tariff payment required under the Council's Planning Obligations Supplementary Planning Document. For further details please contact the Planning service.				
Demolition Notices (larger sites will be assessed separately.	130.00	135.00		
Customers are invited to contact Building Control for a bespoke price)		per site		
Building Control - Dangerous Structure charge - 8am - 5pm - per hour	66.00	67.30		
Building Control - Dangerous Structure charge - 5pm - 8am - per hour	99.00	101.25		
(Travelling costs will also be charged as appropriate as well as Dangerous Structures Consortium Contractors Costs)				

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**Culture and Community
Head of Customer Services**

(A) Statutory and Nationally Agreed Charges as set by the General Register Office

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Registrar of Births, Deaths and Marriages and Civil Partnerships				
Places of Worship Registration Act 1855	28.00	28.00	01.04.98	
Section 5 Certification of place of meeting for religious worship				
Marriage Act 1949				
Section 27 (6) Entry In marriage/civil partnership notice book	33.50	33.50	06.04.10	
Section 41(6) Registration of building for solemnization of marriages	120.00	120.00	01.04.98	
Section 51 Fee of registrar for attending marriage/civil partnership				
i) at a register office	40.00	40.00	01.12.05	
ii) at a registered building or at a place where the house hold or detained person usually resides	80.00	80.00	06.04.10	
iii) Fee of Superintendent Registrar for attending marriage/ civil partnership at the place where a housebound or detained person usually resides	49.00	49.00	06.04.10	
Section 64(1) Certified copy of entry issued under the subsection				
i) When application is made at the time of registering	3.50	3.50	06.04.10	
ii) After the time of registration	7.00	7.00	06.04.10	
Certified copy of entry for Civil Partnerships				
i) At the time of registration	3.50	3.50	06.04.10	
ii) After the time of registration	9.00	9.00	06.04.10	

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**Culture and Community
Head of Customer Services**

(A) Statutory and Nationally Agreed Charges

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Section 64(2) General search of indexes of register of books kept by superintendent registrars	18.00	18.00	01.04.04	
Certified copy of entry issued under that sub-section	9.00	9.00	06.04.10	
Section 65(2) Certified copy of entry ,following search of indexes kept at General Register Office	9.00	9.00	06.04.10	
Births, Deaths Registration Act 1953 Section 30(2) certified copy of entry following search of indexes kept at General Register Office	9.00	9.00	06.04.10	

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**Culture and Community
Head of Customer Services**

(B) Charges determined by Committee

Vat Inclusive*

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
REGISTRAR OF BIRTHS, DEATHS AND MARRIAGES AND CIVIL PARTNERSHIP				
Off site attendance to Officiate at an approved premise wedding/civil partnership				
Monday to Friday	396.00	396.00	01/04/2012	I/N
Saturday	480.00	480.00	01/04/2012	I/N
Sunday/ Bank Holiday	600.00	600.00	01/04/2012	I/N
Langtons Hall-New Approved Premise				
High Season (March-October) ~ Fri to Sun Now includes red carpet (£25)				
Monday to Thursday	305.00	305.00	01/04/2012	I/N
Friday	405.00	430.00	01/04/2013	I/N
Saturday	600.00	625.00	01/04/2013	I/N
Sunday/ Bank Holiday	685.00	710.00	01/04/2013	I/N
Low Season (November-February)~ Fri to Sun now includes red carpet (£25)				
Monday to Thursday	255.00	255.00	01/04/2012	I/N
Friday	355.00	380.00	01/04/2013	I/N
Saturday	460.00	485.00	01/04/2013	I/N
Sunday/ Bank Holiday	585.00	610.00	01/04/2013	I/N

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**Culture and Community
Head of Customer Services**

(B) Charges determined by Committee

Vat Inclusive*

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
On site attendance to Officiate at a wedding/civil partnership at Langtons House				
High Season (March-October)				
Monday to Thursday	183.00	183.00	01/04/2012	I/N
Friday	300.00	300.00	01/04/2012	I/N
Saturday	380.00	380.00	01/04/2012	I/N
Sunday/ Bank Holiday	578.00	578.00	01/04/2012	I/N
Low Season(November-February)				
Monday to Thursday	162.00	162.00	01/04/2012	I/N
Friday	270.00	270.00	01/04/2012	I/N
Saturday	330.00	330.00	01/04/2012	I/N
Sunday/ Bank Holiday	500.00	500.00	01/04/2012	I/N
Other Civil Ceremonies				
Naming Ceremonies / Re-affirmation of vows				
* (prices include VAT) - Langtons Wedding Rooms				
High Season (March - October)				
Monday to Thursday	183.00 *	183.00 *	01/04/2012	I/N
Friday	300.00 *	300.00 *	01/04/2012	T
Saturday	380.00 *	380.00 *	01/04/2012	T
Sunday	578.00 *	578.00 *	01/04/2012	T

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**Culture and Community
Head of Customer Services**

(B) Charges determined by Committee

Vat Inclusive*

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Low Season (November - February)				
Monday to Thursday	162.00 *	162.00 *	01/04/2012	T
Friday	270.00 *	270.00 *	01/04/2012	T
Saturday	330.00 *	330.00 *	01/04/2012	T
Sunday	500.00 *	500.00 *	01/04/2012	T
Civil Wedding/Partnership Package	1900.00	1900.00	01/04/2012	
Platinum Wedding Package		2200.00	01/07/2012	
Naming Ceremonies / Re-affirmation of vows * (prices include VAT) - Langtons Hall				
High Season (March - October)				
Monday to Thursday	305.00 *	305.00 *	01/04/2012	T
Friday	405.00 *	405.00 *	01/04/2012	T
Saturday	600.00 *	600.00 *	01/04/2012	T
Sunday	685.00 *	685.00 *	01/04/2012	T
Low Season (November - February)				
Monday to Thursday	255.00 *	255.00 *	01/04/2012	I/N
Friday	355.00 *	355.00 *	01/04/2012	T
Saturday	460.00 *	460.00 *	01/04/2012	T
Sunday	585.00 *	585.00 *	01/04/2012	T
<i>(An Additional £30 is charged if any ceremony falls on any of the following three days: Valentine's day, Christmas Eve or New Year's Eve)</i>				
Individual Citizenship ceremony	140.00	140.00	01/04/2012	I/N
Wedding Rehearsal fee(per half hour)	36.00	36.00	01/04/2012	I/N
<i>(An Additional £30 is charged if a ceremony falls on any of the following three days: Valentine's day, Christmas Eve or New Year's Eve)</i>				

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**Culture and Community
Head of Customer Services**

(B) Charges determined by Committee

Vat Inclusive*

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Langtons Hall Hire (Hourly)				
Monday-Friday 9.00-19.00	27.00	27.00	01/04/2012	
Monday-Thursday 19.00-24.00	38.00	38.00	01/04/2012	
Friday Evening, Saturday and Sunday	75.00	75.00	01/04/2012	
(A discount of 20% applies for bookings of more than 6 hours at the weekend)				
Langtons Room Hire (Hourly)				
at all times	27.00	27.00	01/04/2012	
(A discount of 30% applies for Charity/Community groups by application)				
Copy Certificate fast-track service+				
Within 24 hours	10.00 +	10.00 +	01/04/2012	
Within 1 hour++	25.00 +	25.00 +	01/04/2012	
(+charges in addition to statutory fee for charge of actual certificate)				
(++ To be a 'while you wait' service from 11/12)				
Change of ceremony appointment fee	25.00	25.00	01/04/2012	
Hire of Red Carpet	25.00	25.00	01/04/2012	
Sponsorship for Langtons Ceremony Brochure				
(price includes VAT for 10/11 but not applied for 09/10)				
Whole A5 page -portrait	560.00	560.00	01/04/2012	I/N
Half A5 Page - Landscape	305.00	305.00	01/04/2012	I/N
Quarter A5 Page - Portrait	180.00	180.00	01/04/2012	I/N
Back Cover - Whole A5 Page - Portrait	1,120.00	1,120.00	01/04/2012	I/N
Inside Back Cover - Whole A5 Page - Portrait	840.00	840.00	01/04/2012	I/N
Nationality Checking Service				
Single Adult	60.00	60.00	01/04/2012	
Married Couple	85.00	85.00	01/04/2012	
Child	35.00	35.00	01/04/2012	
Non-Refundable +++ appointment fee for Notice of Marriage (Saturdays)	25.00	25.00	01/04/2012	
(payable in addition to the statutory fee)				
(+++applies to non-attendees only)				

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Social Care & Learning Learning & Achievement

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from Sept 2012) £	Charges 2013/14 (from Sept 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1 School Meals				
1a Primary school meal	2.00	2.05	01/09/12	I/N
1b Secondary meal	2.30	2.35	01/09/12	I/N
1c Special infant	1.70	1.80	01/09/12	I/N
Special Junior	2.00	2.05	01/09/12	I/N
Adult	3.15	3.20	01/09/12	I/N
2 School Milk				
Contribution towards cost of milk for infant age children (termly charge)				
<i>Average charge per term - actual charge dependent on number of days per term and price of milk</i>				
Subsidised	10.80	N/A	01/09/12	N/A
Non Subsidised	13.13	N/A	01/09/12	N/A
Note: The administration of school milk has been transferred to a private company who charge for milk at cost price for those not eligible for free milk.				

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**Culture & Community
Head of Streetcare Services**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1				
1a Refuse Collection				
1b (i) Bulky Household Refuse				
1c 1 to 10 points	20.65	21.50	01.04.13	I/N
1 to 10 points concessionary	15.45	16.00	01.04.13	I/N
11 to 20 points	41.30	42.50	01.04.13	I/N
11 to 20 points concessionary	30.90	32.00	01.04.13	I/N
21 to 30 points	61.90	63.50	01.04.13	I/N
21 to 30 points concessionary	46.45	48.00	01.04.13	I/N
(ii) Garden refuse sacks (pack of 5)	5.85	6.00	01.04.13	I/N
(iii) Green Waste Collection Service – per annum				
Wheeled bin hire included				
Full year	33.50	34.50	01.04.13	I/N
Full year – concession	26.80	27.50	01.04.13	I/N
6 months – starting October	20.00	20.50	01.04.13	I/N
6 months – starting October concession	16.00	16.50	01.04.13	I/N
Late payment charge	5.00	5.00	01.04.12	
Late payment charge after bin collection	10.00	10.00	01.04.12	
Replacement bin charge	25.00	25.00	01.04.12	

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**Culture & Community
Head of Streetcare Services**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1				
(iv) Trade Refuse Collection Service				
Trade refuse sacks (pack of 26)	65.30	67.50	01.04.13	I/N
1c Trade refuse sacks (pack of 26) for Charity shops	44.00	45.50	01.04.13	I/N
Cardboard Collection	2.30	2.50	01.04.13	I/N
Container emptying and disposal				
1100 / Pal / 660 litre bin -1st bin per visit	15.55	16.00	01.04.13	I/N
2nd & subsequent bins	14.45	15.00	01.04.13	I/N
360 litre wheeled bin	9.85	10.00	01.04.13	I/N
Container emptying - Charity shops	7.58	8.00	01.04.13	I/N
- LBH Schools	8.52	9.00	01.04.13	I/N
Container hire - per annum				
Eurobins - 1100 litres	204.00	208.00	01.04.13	I/N
- 660 litres	151.66	154.00	01.04.13	I/N
Chamberlains - 940 litres	151.66	154.00	01.04.13	I/N
Palladin - 940 litres	132.00	135.00	01.04.13	I/N
(v) Collection & disposal of trade clinical waste (per bag / box)	5.66	6.50	01.04.13	I/N
(vi) Special clearances of rubbish:				
Up to 30 minutes on site	93.69	96.50	01.04.13	I/N
Up to 1 hour on site	187.36	193.00	01.04.13	I/N
Each 15 minute thereafter	46.84	48.00	01.04.13	I/N

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Culture & Community
Head of Homes & Housing and Public Protection

(A) Statutory and Nationally Agreed Charges

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
Havering Trading standards Cost Centre				
Licences Per Annum				
Explosives Act 1874: Set by DTI				
Registration (Unlimited)	525.00	525.00	01/06/10	Based on DTI recommendation
Registration (Limited)	105.00	105.00	01/06/10	
New Application	52.00	52.00	01/06/10	Statutory
Renewal				Statutory
Licence	178.00	178.00	01/06/10	Statutory
New	83.00	83.00	01/06/10	Statutory
Renewal				

Basis of Increase:

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Culture & Community
Head of Homes & Housing and Public Protection

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Measuring Instruments				
(d) Liquid fuel, Lubricants etc - each instrument	97.80	99.80 *	01/04/13	I/N
1. Container type - not sub-divided	97.80	99.80 *	01/04/13	I/N
2. Other types - multi-outlets	125.40	127.90 *	01/04/13	I/N
1 meter tested	76.80	78.30 *	01/04/13	I/N
Each additional meter tested				
3. Test of peripheral equipment on separate visit	97.80	99.80 *	01/04/13	I/N
4. Test of credit card acceptor	97.80	99.80 *	01/04/13	I/N
5. MID verification				
1 meter tested	157.20	160.30 *	01/04/13	I/N
each additional meter	96.00	97.90 *	01/04/13	I/N

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Culture & Community
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(B) Charges determined by Committee

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Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Measuring Instruments				
(e) Intoxication liquor - each instrument				
(a) Not exceeding 150ml (individual submissions)	18.60	19.00 *	01/04/13	I/N
(b) Other	22.20	22.70 *	01/04/13	I/N
(f) Each weight (stamping)				
1. Weights exceeding 5kg or not exceeding 500mg, 2cm	10.20	10.40 *	01/04/13	I/N
2. Other weights	7.80	8.00 *	01/04/13	I/N
3. Other weights (more than one submitted)	6.60	6.70 *	01/04/13	I/N
4. Adjusting weights (per hour)	97.80	99.80 *	01/04/13	I/N

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Culture & Community
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(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Weighing Instruments				
(g)				
1. Calibrated to weigh only metric -				
Not exceeding 15kg	31.80	32.50 *	01/04/13	I/N
Exceeding 15kg to 100kg	45.60	46.50 *	01/04/13	I/N
Exceeding 100kg to 250kg	75.60	77.10 *	01/04/13	I/N
Exceeding 250kg to 1 tonne	109.80	112.00 *	01/04/13	I/N
Exceeding 1 tonne to 10 tonne	177.00	180.50 *	01/04/13	I/N
Exceeding 10 tonnes to 30 tonnes	369.05	376.40 *	01/04/13	I/N
Exceeding 30 tonnes to 60 tonnes	549.60	560.60 *	01/04/13	I/N
2. When testing instruments incorporating remote display or printing facilities, and where completion of the test requires a second person or a second series of tests by the same person, an additional fee may be charged				
	97.80	99.80 *	01/04/13	I/N

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Culture & Community
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(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
3. Medical weighing scales				
1. Calibrated to weigh only metric -				
Not exceeding 15kg	31.80	32.40 *	01/04/13	I/N
Exceeding 15kg to 100kg	45.00	45.90 *	01/04/13	I/N
Exceeding 100kg to 250kg	75.60	77.10 *	01/04/13	I/N
Exceeding 250kg to 1 tonne	109.80	112.00 *	01/04/13	I/N
 Certificate of errors - for supplying a certificate containing results of errors found on testing (cert supplied upon request of the submitter, fee applies when no other fee is payable)	 42.60	 43.50 *	 01/04/13	 I/N

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(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Measuring Instrument Directive * Measuring Instruments for liquid fuel and lubricants (initial verification not re-verification)	10% Surcharge	10% Surcharge *		
Other Weighing or Measuring Equipment Brake tester/spring balance type	51.60	52.60 *	01/04/13	I/N
For equipment other than the categories specifically described above, or equipment submitted for testing by means of statistical sampling techniques, or in pursuance of a Community obligation other than EEC. Initial or partial verification per man hour spent at place of submission of equipment etc. (pro rata for one quarter hour periods)	97.80	99.80 *	01/04/13	I/N

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Culture & Community
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(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Standards Services provided to Other Local Authorities				
Testing and Associated Services - per hour	81.50	83.10	01/04/13	I/N
Collection Delivery charge return trip + congestion charge where applicable	63p/per mile	65p/per mile	01/04/13	I/N
Section 76 of the 1985 Act				
For other services or facilities provided, or for authorisation, certificates or other documents issued in pursuance of a community obligation				
Per man hour spent at place of providing the service, facility etc/ (pro rata of one quarter hour periods)	81.50	83.10	01/04/13	I/N

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Culture & Community
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(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
UKAS Laboratory				
Charge for calibration t M1 level 25kg - 1mg (incl cert where total order over £100):				
One weight submitted	15.00	15.30 *	01/04/13	I/N
Certificate where total order is less than 100	23.40	23.90 *	01/04/13	I/N
Charge for calibration to F2 level 20kg - 1mg (incl cert where total order over £100):				
One weight submitted	36.60	37.30 *	01/04/13	I/N
Certificate where total order is less than £100	23.40	23.90 *	01/04/13	I/N
Where multiple weights are submitted of the same nomination a 10% reduction may apply.				

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Culture & Community
Head of Homes & Housing and Public Protection

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
GLC (General Powers) Act 1985: Competitive Bidding - registration fee	315.00	322.00	01/04/13	I/N
Marriage Act 1949 Wedding Registration	680.00	694.00	01/04/13	I/N

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Culture & Community
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(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Vehicles (Crime) Act 2001 Motor Salvage Registration	103.50	105.60	01/04/13	I/N
Motor Salvage Registration with search	113.50	115.80	01/04/13	I/N
Approval of premises for Civil Marriages Review / Appeal	680.00	694.00	01/04/13	I/N
Buy With Confidence scheme Application or renewal fee (INC VAT@20%)	134.40	144.00	01/04/13	I/N
PASS' Alcohol awareness retailer training fee (per delegate - inc. VAT)	New Fee	60.00 *	01/04/13	I/N

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**Culture and Community
Head of Streetcare Services**

(A) Statutory and Nationally Agreed Charges by London Councils Transport and Environment Committee (TEC)

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Basis of Increase
1				
1a Parking Facilities				
1b Penalty Charge Notices (Levels set by London Councils and agreed by the Mayor of London				
1c and endorsed by the Secretary of State)				
Less Serious Contravention Band A	80.00	80.00	01.04.11	
Less Serious Contravention Band A if paid within 14days	40.00	40.00	01.04.11	
Serious Contravention Band A	130.00	130.00	15.04.11	
Serious Contravention Band A paid within 14 days	65.00	65.00	15.04.11	
Less Serious Band B	60.00	60.00	01.04.11	
Less Serious paid within 14 days	30.00	30.00	01.04.11	
Serious Band B	110.00	110.00	15.04.11	
Serious Band B if paid within 14 days	55.00	55.00	15.04.11	
 Vehicle Clamping and Removal				
Vehicle Immobilisation release fee	70.00	70.00	01.04.11	
Vehicle Pound release fee (if clamped)	200.00	200.00	01.04.11	
Disposal Fee	70.00	70.00	01.04.11	
Vehicle Pound storage fee (per day)	40.00	40.00	01.04.11	

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**Culture and Community
Head of Streetcare Services**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Parking Facilities				
1c Romford Area Car Parks - Mixed Tariff				
Monday to Friday - Period Hours				
0 - 1	0.60*	0.60*	04.06.07	
1 - 2	1.20*	1.20*	04.06.07	
2 - 3	2.40*	2.40*	04.06.07	
3 - 4	3.00*	3.00*	04.06.07	
4 - 5	6.00*	6.00*	04.06.07	
5 - 6	7.00*	7.00*	04.06.07	
6 - 7	8.00*	8.00*	04.06.07	
7 - 8	9.00*	9.00*	04.06.07	
over 8	10.00*	10.00*	04.06.07	
Lost Ticket	10.00*	10.00*	04.06.07	
Solo Motorcycle	Nil Charge*	Nil Charge*	04.06.07	
Saturday - Period Hours				
0 - 1	1.20*	1.20*	04.06.07	
1 - 2	2.40*	2.40*	04.06.07	
2 - 3	2.60*	2.60*	04.06.07	
3 - 4	3.00*	3.00*	04.06.07	
4 - 5	6.00*	6.00*	04.06.07	
5 - 6	7.00*	7.00*	04.06.07	
6 - 7	8.00*	8.00*	04.06.07	
7 - 8	9.00*	9.00*	04.06.07	

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**Culture and Community
Head of Streetcare Services**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
Saturday - Period Hours (continued) over 8	10.00*	10.00*	04.06.07	
Lost Ticket	10.00*	10.00*	04.06.07	
Solo Motorcycle	Nil Charge	Nil Charge	04.06.07	
Front of Town Hall - First 20mins (Then variable as above)	0.20*	0.20*	04.06.07	
Market Place (Non-market days)				G
0 - 1	0.60*	0.60*	04.06.07	
1 - 2	1.20*	1.20*		
Pay by Phone Convenience Fee**1	0.20*	0.20*	01.04.11	
Pay by Phone Text Messages**1	0.10*	0.10*	01.04.11	
<i>**pending democratic approval</i>				
¹ This charge is levied by an external supplier and is not received by the Council. It is an independent service fee included here for transparency				

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**Culture and Community
Head of Streetcare Services**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1				
1a Car Parks excluding Romford Area Car Parks - Mixed Tariff				
1c Monday – Saturday				
0 - 2	0.20*	0.20*	07.02.10	G
2 - 3	0.50*	0.50*	07.02.10	G
3 - 4	2.00*	2.00*	07.02.10	G
4 - 5	4.00*	4.00*	07.02.10	G
5 - 6	5.00*	5.00*	07.02.10	G
6 - 7	6.00*	6.00*	07.02.10	G
7 - 8	7.00*	7.00*	07.02.10	G
8-12	8.00*	8.00*	07.02.10	G
Solo Motorcycles	No Charge	No Charge	07.02.10	G
6pm to 7am	No Charge	No Charge	07.02.10	G
Long Stay Car Parks				
Marshalls				
Weekdays – All day	6.00*	6.00*	04.06.07	G
Saturdays – All day	6.00*	6.00*	04.06.07	G
Pay by Phone Convenience Fee** ¹	0.20*	0.20*	01.04.11	G
Pay by Phone Text Messages** ¹	0.10*	0.10*	01.04.11	G
** <i>pending democratic approval</i>				
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received by the Council. It is an independent service fee				
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**Culture and Community
Head of Streetcare Services**

(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1				
1a Season Tickets				
1b Romford Central Area	per quarter	per quarter		
1c All car parks	200*	200*	01.02.12	G
	per month	per month		
	70*	70*	01.02.12	G
Outside Romford Central Area				
5 Day season – Balgores Square	per quarter	per quarter		
	200*	200*	04.06.08	G
	per month	per month		
	70*	70*	07.02.11	
All other car parks	150*	150*	01.02.12	G
	per month	per month		
	50*	50*	01.02.12	
The Overnighter' (07:00 - 10:00 Mon-Fri/All day Sat-Sun)	per month	per month		
	30*	30*	01.02.12	G
On Street Parking Meters and High Street Pay and Display (Maximum Stay 2 hours)				
0 – 12 mins	0.20	0.20	07.02.11	G
12 mins – 30 mins	0.60	0.60	07.02.11	G
30 mins – 1 hour	1.00	1.00	07.02.11	G
1 hour – 1 hour 30 mins	1.60	1.60	07.02.11	G
1 hour 30 mins – 2 hours	2.00	2.00	07.02.11	G

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(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1 1a On Street Pay and Display 1b (Maximum Stay 2 Hours) 1c 0 – 1 hour 1 hour – 1 hour 30 mins 1 hour 30 mins – 2 hours Controlled Parking Zones Resident's parking permit 1st Permit per household 2nd Permit per household (per year) 3rd permit per household Resident's visitor permits (book of 10) Casual permit per 2 hours Business parking permits (per annum) Commuter Bays (per annum) Domestic Carer Permit (per annum) Amendment to existing permit Cancellation of permit				
	0.20	0.20	07.02.11	G
	1.40	1.40	07.02.11	G
	2.00	2.00	07.02.11	G
	20.00	20.00	07.02.11	I/N
	25.00	25.00	07.02.11	I/N
	60.00	60.00	07.02.11	I/N
	10.00	10.00	07.02.11	I/N
	5.25	5.25	07.02.11	I/N
	71.05	71.05	07.02.11	I/N
	300.00	300.00	07.02.11	I/N
	36.00	36.00	07.02.11	I/N
	15.00	15.00	07.02.11	I/N
	15.00	15.00	07.02.11	I/N

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(B) Charges determined by Committee

*VAT inclusive

Income Source	Charges 2012/13 (from April 2012) £	Charges 2013/14 (from April 2013) £	Operative Date of Latest Notified Charge	Base of Increase
1				
1a Disc Parking Scheme and Other Miscellaneous Charges				
1b Purchase of Disc (per year)	36.00	36.00	07.02.11	I/N
1c Consent to Park Waiver per day (up to 2 weeks)	10.15	10.15	07.02.11	I/N
Consent to park Waiver per day (from 2 weeks to 3 months)	15.25	15.25	07.02.11	I/N
Health and Homecare Permit (per annum)	36.00	36.00	07.02.11	I/N
Amendment to existing permit	15.00	15.00	07.02.11	I/N
Cancellation of permit	15.00	15.00	07.02.11	I/N
License Holder Car Parks (per annum)	86.30*	86.30*	01.04.10	I/N

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