

**Fees and Charges
Schedule
2023/24**

Adults Adult Services

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|---|---|
| <p>1 Respite Care</p> <p>Weekly charges*</p> <p>Age over Pension Credit age</p> <p>Age 25 up to Pension Credit age</p> <p>Age 18 to 24</p> <p>Annual increase subject to DWP minimum income allowance Net of personal expense allowance set by DOH</p> <p>* These charges will change in Jan/Feb 2019 when the new benefit, pension, and personal expense allowance rates are announced.</p> | <p>144.10</p> <p>90.20</p> <p>71.60</p> | <p>TBC</p> <p>TBC</p> <p>TBC</p> | <p>01/04/22</p> <p>01/04/22</p> <p>01/04/22</p> | <p>L</p> <p>L</p> <p>L</p> |

Basis of Increase:

- C - An increase dependent on committee approval
- G - An increase below inflation in line with a corporate growth plan
- I - Based on relevant inflationary change
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- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

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- P - The Corporate Charging Policy
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| 2 Court of Protection | | | | |
| Annual charges - Fixed Costs as directed by Court of Protection* | | | | |
| 1 Work up to and including the date upon which the court makes an order appointing a deputy for property and affairs | 745.00 | 745.00 | 01/04/17 | Court Direction |
| Annual management fee where the court appoints a local authority deputy for property and affairs, payable on the anniversary of the court | | | | |
| 2a for the first year: | 775.00 | 775.00 | 01/04/17 | Court Direction |
| 2b for the second and subsequent years: | 650.00 | 650.00 | 01/04/17 | Court Direction |
| Where the net assets are below £16,000, an annual management fee not exceeding 3.5% of net assets on the anniversary of the court order appointing the local authority as deputy | | | | |
| 3 Annual property management fee to include work involved in preparing property for sale, instructing agents, conveyancers, etc or the ongoing maintenance of property including management and letting of a rental property | 300.00 | 300.00 | 01/04/17 | Court Direction |

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| 2 Court of Protection (cont) | | | | |
| 4 Preparation of Annual Report for the Public Guardian | 216.00 | 216.00 | 01/04/17 | Court Direction |
| 5 Preparing basic HMRC tax return | 70.00 | 70.00 | 01/04/17 | Court Direction |
| 6 Preparing complex HMRC tax return | 140.00 | 140.00 | 01/04/17 | Court Direction |
| 7 Travel time £40 per hour in units of £10/15 mins | 40/hour | 40/hour | 01/04/17 | Court Direction |
| 8 Recoup of Application fee paid from HMRC Account | 365.00 | 365.00 | 24/07/18 | Court Direction |
| Increase subject to Court of Protection/Direction and the 2017 Rate is the 1st increase since 2011 | | | | |

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| Burials & Cremations (Public Health Act 1984 Section 46) | | | | |
| 1 Administration of arrangements to Bury/Cremate -Liaison with Hospital Bereavement Team -Investigation to trace next of kin -Liaison with various friends of the deceased, regarding funeral arrangements -Death Registration and purchase of certificates -Liaison with Funeral Directors and Travel -Liaison with the Local Authority Housing Department, regarding termination of tenancy and property clearance -Referral to Treasury Solicitor -Investigation of assets and liaison with financial institutions by post and in person | 745.00 | 745.00 | 01/04/17 | Section 46 of the Public Health Act (Point 5) |
| 2 Forensic searches of property with 2 staff | 300.00 | 300.00 | 01/04/17 | Section 46 of the Public Health Act (Point 5) |

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|---|--|--|--|---|
| <u>1. Personal care and Support</u> | | | | |
| Provision of homecare delivery to Service Users Homecare rate - hourly charge; per minute of actual care <i>The individual contribution is subject to the individual means test assessment</i> Homecare rates are currently subject to review and may change following the publishing of these fees and charges | 19.68 | TBC | 01/04/22 | L |
| <u>2. Care home</u> | | | | |
| Provision of care home delivery to Service Users Care home rate based on authority's 'usual costs' -weekly charge | | | | |
| Residential Standard Rate | 620.00 | TBC | 01/04/22 | L |
| Residential Enhanced Rate | 695.00 | TBC | 01/04/22 | L |
| Nursing Standard Rate | 632.00 | TBC | 01/04/22 | L |
| Nursing Enhanced Rate | 678.00 | TBC | 01/04/22 | L |
| Care home rates are currently subject to review and may change following the publishing of these fees and charges | | | | |
| <u>3. Day Centre - Avelon Road & Yew Tree</u> | | | | |
| Day care delivery to Service Users | | | | |
| Day Centre daily rate | 45.00 | 55.00 | 01/04/23 | C/L |
| Transport to Day Centre (inclusive of return journey) | 15.00 | 20.00 | 01/04/23 | C/L |

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| <u>4. Day Centre - HOPWA & Paines Brook</u> | | | | |
| Day care delivery to Service Users | | | | |
| Day Centre daily rate | 55.00 | TBC | 01/04/14 | L |
| Transport to Day Centre (inclusive of return journey) | 20.00 | TBC | 01/04/14 | L |
| <u>5. Extra Care Housing</u> | | | | |
| Dreywood Court - hourly rate | 16.64 | TBC | 01/04/21 | L |
| St Ethelburga Court - hourly rate | 16.64 | TBC | 01/04/21 | L |
| Paines Brook Court - hourly rate | 16.64 | TBC | 01/04/21 | L |
| <u>6. Deferred Payment Admin fees</u> | | | | |
| Initial set-up fee | 658.00 | TBC | 11/04/16 | L |
| Annual review charge | 89.00 | TBC | 11/04/16 | L |
| <u>7. Court of Protection Filing Fee</u> | | | | |
| | TBC | TBC | 01/04/22 | L |

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| LIBRARY SERVICES: | | | | |
| Fines (per item, per day) | | | | |
| Adults | 0.41 | 0.42 | 01/04/23 | D/P |
| Children | No charge | No charge | 01/04/14 | L |
| Spoken Words | 0.41 | 0.42 | 01/04/23 | D/P |
| Lost Tickets | 4.50 | 4.60 | 01/04/23 | D/P |
| Lost Items - Replacement Cost (Minimum charge £10 + fines) | Cost + fines | Cost + fines | 01/04/14 | L |
| Pre Overdue by email - no longer applicable. | Cost + fines | No charge | 01/04/14 | L |
| Overdue notifications | | | | |
| 1st Overdue (E-Mail) | No charge | No charge | 01/04/14 | L |
| 1st Overdue (Text/Telephone) | No charge | No charge | 01/04/19 | L |
| Reservations- internal | | | | |
| Adult (E-mail) | No charge | No charge | 01/04/19 | L |
| Adult (Text/Telephone) | No charge | No charge | 01/04/19 | L |
| Children | No charge | No charge | 01/04/14 | L |

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| Items not held within borough | | | | |
| Adult - Items within the London Library Consortium (LLC) | 1.50 | No charge | 01/04/23 | L |
| British Library Loans (plus postage) | Quoted | Quoted | 01/04/20 | L |
| Children | No charge | No charge | 01/04/14 | L |
| CDs N/A We no longer have CD's for hire. | | | | |
| Per week: | | | | |
| Singles | Items not held in the borough will be charged at lending Boroughs rate. | | 01/04/21 | L |
| Sets | Items not held in the borough will be charged at lending Boroughs rate. | | 01/04/21 | L |
| Per 3 weeks: | | | | |
| Spoken Word | No charge | No charge | 01/04/19 | L |
| DVDs (per week) | N/A | N/A | 01/04/21 | L |
| Music Scores (3 Months) | | | | |
| Cost to be agreed with customer before progressing order | Quoted | Quoted | 01/04/15 | L |
| Computer Use | | | | |
| IT Hub - reservation fee per computer, per hour | No charge | No charge | 01/04/15 | L |

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|--|--|--|--|---|
| Photo Copies | | | | |
| B/W A4 | 0.37 | 0.38 | 01/04/23 | D/P |
| B/W A3 | 0.46 | 0.47 | 01/04/23 | D/P |
| Colour A3 | 2.36 | 2.43 | 01/04/23 | D/P |
| Colour A4 | 0.50 | 0.50 | 01/04/23 | D/L |
| Photocopying single sided | 0.37 | 0.38 | 01/04/23 | D/P |
| Photocopying double sided | 0.56 | 0.57 | 01/04/23 | D/P |
| People's Network - Printing | | | | |
| B/W A4 (Printout per page) | 0.37 | 0.38 | 01/04/23 | D/P |
| Colour A4 (Printout per page) | 0.50 | 0.50 | 01/04/22 | L |
| Library Space | | | | |
| 2 hours for sole & guaranteed use of specific space, to include use of a desk/table & chair(s) to organisations for activities that benefit their members or participants, or where "drop in" services are being offered | 17.00 | 18.00 | 01/04/23 | D/P |
| Office Space in libraries | 17.00 | 18.00 | 01/04/23 | D/P |

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|---|--|--|--|---|
| Community Group Room Hire | 20% Discount | 20% Discount | 01/04/17 | P |
| Elm Park Library Elm Park Meeting Room per hour (Equiv. Hornchurch CR2) | 20.00 | 21.00 | 01/04/23 | D/P |
| Harold Hill Library Harold Hill Meeting Room per hour | 25.00 | 26.00 | 01/04/23 | D/P |
| Harold Hill Office Space per hour | 18.00 | 19.00 | 01/04/23 | D/P |
| Hornchurch Library Hornchurch Large meeting room - First Hour | 30.00 | 31.00 | 01/04/23 | D/P |
| Hornchurch Large meeting room - Additional Hours | 25.00 | 25.00 | 01/04/22 | P |
| Hornchurch - After 10pm, locking up fees | 40.00 | No charge | 01/04/23 | D/L |
| Hornchurch Class Room One, per hour | 25.00 | 26.00 | 01/04/23 | D/P |
| Hornchurch Class Room Two, per hour | 20.00 | 21.00 | 01/04/23 | D/P |
| Hornchurch Office Space per hour | 16.00 | 17.00 | 01/04/23 | D/P |

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| Rainham Library | | | | |
| Rainham Library Meeting Room 1 (large room) First Hour | 30.00 | 31.00 | 01/04/23 | D/P |
| Rainham Library Meeting Room 1 (large room) Additional Hours | 25.00 | 26.00 | 01/04/23 | D/P |
| Rainham Library Meeting Room 2 per hour | 25.00 | 26.00 | 01/04/23 | D/P |
| Rainham Library Meeting Room 3 per hour | 25.00 | 26.00 | 01/04/23 | D/P |
| Rainham Library Meeting Room 4 per hour | 20.00 | 21.00 | 01/04/23 | D/P |
| Rainham Library Meeting Room 5 per hour | 20.00 | 21.00 | 01/04/23 | D/P |
| Rainham - After closing time, locking up fees | 40.00 | 41.00 | 01/04/23 | D/P |
| Nursery Room | 25.00 | 26.00 | 01/04/23 | D/P |
| South Hornchurch Library | | | | |
| South Hornchurch Library Room 1 per hour | 16.00 | 17.00 | 01/04/23 | D/P |
| South Hornchurch Library Room 2 per hour | 16.00 | 17.00 | 01/04/23 | D/P |
| South Hornchurch Library Room 3 per hour | 20.00 | 21.00 | 01/04/23 | D/P |
| Harold Wood Library | | | | |
| Harold Wood Library Meeting Room per hour | 19.00 | 20.00 | 01/04/23 | D/P |

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| Room Hire Cancellation | | | | |
| Notice of cancellation of room hire under 24 hours | 75% of room hire fee | 75% of room hire fee | 01/04/14 | L |
| Notice of cancellation of room hire 1-3 days | 50% of room hire fee | 50% of room hire fee | 01/04/15 | L |
| Notice of cancellation of room hire 3-7 days | 25% of room hire fee | 25% of room hire fee | 01/04/15 | L |

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| Exhibitions (per week) | | | | |
| Upminster at exhibitors liability for one week | No charge | No charge | 01/04/12 | L |
| Hornchurch at exhibitors liability for one week | No charge | No charge | 01/04/12 | L |
| Cost of Digital images | | | | |
| Image on disc (including disc) | 4.65 | 4.70 | 01/04/23 | D/P |
| Image on USB (excluding USB) | 4.65 | 4.70 | 01/04/23 | D/P |
| Image on Paper price on application plus postage | No charge | No charge | 01/04/20 | L |
| Commercial Reproduction price on application | No charge | No charge | 01/04/20 | L |
| Hourly rate for project work + | 30.00 | 30.00 | 01/04/22 | L |

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| MUSIC SCHOOL: | | | | |
| Peripatetic tuition in schools and colleges (per hour pro rata) | | | | |
| Academies and non-LA | | | | |
| Basic | 47.00 | 48.41 | 01/04/23 | D/L |
| Over 15 hours per week | No charge | No charge | 01/04/22 | L |
| Whole class instrumental | 40.00 | 41.20 | 01/04/23 | D/L |
| LA schools in Havering | | | | |
| Basic | 47.00 | 48.41 | 01/04/23 | D/L |
| Over 15 hours per week | No charge | No charge | 01/04/22 | L |
| Over 25 hours per week | No charge | No charge | 01/04/22 | L |
| Whole class instrumental | 40.00 | 41.20 | 01/04/23 | D/L |
| NCC A-Level Tuition | | | | |
| Basic | 46.50 | 47.90 | 01/04/23 | D/L |
| The new fees are with a 3% increase because of VAT | | | | |

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| MUSIC SCHOOL: | | | | |
| Direct Debit (weekly cost, charged monthly over 52.14 weeks) | | | | |
| Bronze (36 shared 20mn lessons, Musicianship & 30mn Ensemble) | | | | |
| First instrument | 7.50 | 7.75 | 01/04/23 | D/L |
| Second instrument | 6.00 | 6.20 | 01/04/23 | D/L |
| Third instrument | 6.00 | 6.20 | 01/04/23 | D/L |
| Silver (36 shared 15min lessons, including Musicianship & Ensemble & Summer School) | | | | |
| First instrument | 12.50 | 12.90 | 01/04/23 | D/L |
| Second instrument | 9.50 | 9.80 | 01/04/23 | D/L |
| Third instrument | 7.50 | 7.75 | 01/04/23 | D/L |
| Adu Second instrument | 9.50 | 9.80 | 01/04/23 | D/L |
| Gold (36 shared 30min lessons, including Musicianship & Ensemble & Summer School) | | | | |
| First instrument | 20.00 | 20.60 | 01/04/23 | D/L |
| Second instrument | 16.00 | 16.50 | 01/04/23 | D/L |
| Third instrument | 13.50 | 13.90 | 01/04/23 | D/L |
| Adu Second instrument | 16.00 | 16.50 | 01/04/23 | D/L |
| Summer School (individual purchase) | 185.50 | 190.50 | 01/04/23 | D/L |

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| <u>MUSIC SCHOOL:</u> | | | | |
| Direct Debit (continued) | | | | |
| Kindergarten | No charge | No charge | 01/04/22 | L |
| Reception Pupils - Saturdays per month per pupil | 16.00 | 16.50 | 01/04/23 | D/L |
| One Ensemble only | No charge | No charge | 01/04/22 | L |
| One Ensemble only - per month per pupil | 16.00 | 16.50 | 01/04/23 | D/L |
| Unlimited Ensembles only | No charge | No charge | 01/04/22 | L |
| Unlimited Ensembles - per month per pupil | 29.50 | 30.40 | 01/04/23 | D/L |
| <p>Note: DDs are charged monthly and the weekly DD amounts are set to make the monthly figures rational.</p> <p>The new fees are with a 3% increase because of VAT</p> | | | | |

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|--|--|--|--|---|
| <u>MUSIC SCHOOL</u> | | | | |
| Remissions Scheme charges (reduced fees) | | | | |
| Pupil Premium students: | | | | |
| Bronze first instrument | No charge | No charge | 01/04/22 | L |
| Silver first instrument | No charge | No charge | 01/04/22 | L |
| Gold first instrument | No charge | No charge | 01/04/22 | L |
| Kindergarten | No charge | No charge | 01/04/22 | L |
| One Ensemble only | No charge | No charge | 01/04/22 | L |
| Unlimited Ensembles only | No charge | No charge | 01/04/22 | L |
| Instrument Hire (annual charge) | No charge | No charge | 01/04/22 | L |
| Looked After Children (all services in scope of Remissions Scheme) | No charge | No charge | 01/04/22 | L |
| Eligibility for reduced fees for children aged 5-18: | | | | |
| Students school receive pupil premium for child or child is LAC | | | | |
| Current Free School Meals eligibility or similar | | | | |
| One package fee remitted but Music School Manager retains discretion, e.g. where existing multi-instrumentalist becomes eligible for remission. | | | | |

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| <u>MUSIC SCHOOL:</u> | | | | |
| Associate Ensemble Membership (termly charge) Associate Member (Adult) | No charge | No charge | 01/04/22 | L |
| Sounds Company Choir/Adult Music Groups - per term | 53.00 | 54.50 | 01/04/23 | D/L |
| Hire of Instruments (annual charge) | 42.50 | 43.80 | 01/04/23 | D/L |
| Administration fees | | | | |
| Examination entries | 2.50 | 2.60 | 01/04/23 | D/L |
| Assisted Instrument Purchase Scheme | 7.00 | 7.20 | 01/04/23 | D/L |
| Timetable changes | 21.00 | 21.60 | 01/04/23 | D/L |
| Exam fees | | | | |
| Including piano accompaniment as required (most instruments except piano/guitar/percussion) collected on a cost recovery basis | No charge | No charge | 01/04/17 | L |

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|---|--|--|--|---|
| FAIRKYTES | | | | |
| Off Peak: Mon-Fri** up to 6pm*** (per hour unless otherwise stated) | | | | |
| Main Room | 22.00 | 23.00 | 01/04/23 | I/N/P |
| Three hour hire discounted rate | 46.00 | 47.50 | 01/04/23 | I/N/P |
| Room 12 | 17.00 | 17.50 | 01/04/23 | I/N/P |
| Three hour hire discounted rate | 36.00 | 37.00 | 01/04/23 | I/N/P |
| Room 13 | 13.50 | 14.00 | 01/04/23 | I/N/P |
| Three hour hire discounted rate | 28.50 | 29.50 | 01/04/23 | I/N/P |
| Room 9 | 13.50 | 14.00 | 01/04/23 | I/N/P |
| Three hour hire discounted rate | 28.50 | 29.50 | 01/04/23 | I/N/P |
| Art Room | 17.00 | 17.50 | 01/04/23 | I/N/P |
| Three hour hire discounted rate | 35.50 | 37.00 | 01/04/23 | I/N/P |
| Sculpture (includes access to Kiln Room when available) | 13.50 | 14.00 | 01/04/23 | I/N/P |
| Three hour hire discounted rate | 28.50 | 29.50 | 01/04/23 | I/N/P |
| Studio 1 | 31.00 | 32.00 | 01/04/23 | I/N/P |
| Three hour hire discounted rate | 66.00 | 68.00 | 01/04/23 | I/N/P |
| Studio 2 | 21.00 | 22.00 | 01/04/23 | I/N/P |
| Three hour hire discounted rate | 45.00 | 46.00 | 01/04/23 | I/N/P |

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|--|--|--|--|---|
| Off Peak: Mon-Fri** up to 6pm*** (continued) (per hour unless otherwise stated) | | | | |
| Studio 3 | 13.50 | 14.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 28.50 | 29.50 | 01/04/23 | I/N/P |
| Billet Studio 1 | 21.00 | 22.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 45.00 | 46.00 | 01/04/23 | I/N/P |
| Billet Studio 2 | 14.50 | 15.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 30.00 | 31.00 | 01/04/23 | I/N/P |
| Gallery Studio | 19.00 | 20.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 40.00 | 41.50 | 01/04/23 | I/N/P |
| Peak rate: Mon-Fri 6pm*** to close, all day Sat,Sun,public holidays (per hour unless otherwise stated) | | | | |
| Main Room | 26.00 | 27.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 54.00 | 55.50 | 01/04/23 | I/N/P |
| Room 12 | 21.00 | 22.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 45.00 | 46.00 | 01/04/23 | I/N/P |
| Room 13 | 16.50 | 17.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 35.50 | 36.50 | 01/04/23 | I/N/P |
| Room 9 | 16.50 | 17.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 35.50 | 36.50 | 01/04/23 | I/N/P |

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|--|--|--|--|---|
| Peak rate: Mon-Fri 6pm*** to close, all day Sat,Sun,public holidays (per hour unless otherwise stated) | | | | |
| Art Room | 21.00 | 22.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 45.00 | 46.00 | 01/04/23 | I/N/P |
| Sculpture (includes access to Kiln Room when available) | 14.50 | 15.50 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 30.00 | 32.00 | 01/04/23 | I/N/P |
| Studio 1 **** | 40.00 | 41.50 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 84.50 | 87.00 | 01/04/23 | I/N/P |
| Studio 2 | 24.00 | 25.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 51.50 | 53.00 | 01/04/23 | I/N/P |
| Studio 3 | 15.50 | 16.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 33.00 | 34.00 | 01/04/23 | I/N/P |
| Billet Studio 1 | 24.00 | 25.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 51.50 | 53.00 | 01/04/23 | I/N/P |
| Billet Studio 2 | 17.00 | 18.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 35.50 | 37.00 | 01/04/23 | I/N/P |
| Gallery Studio | 23.00 | 24.00 | 01/04/23 | I/N/P |
| <i>Three hour hire discounted rate</i> | 49.50 | 51.00 | 01/04/23 | I/N/P |

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|---|--|--|--|---|
| Peak rate: Mon-Fri 6pm*** to close, all day Sat,Sun,public holidays (per hour unless otherwise stated) Private Studio/Workshop/Office (flat rate per calendar month) | 225.00 | 235.00 | 01/04/23 | I/N/P |
| Private/Commercial Function Rates in Studio 1 (Main Hall)**** (The below charged at a flat rate per hire including staffing charge) | | | | |
| Saturday 6.00pm - 11pm † | 320.00 | 330.00 | 01/04/23 | I/N/P |
| Sunday & Public Holidays 6.00pm - 10.30pm † | 290.00 | 300.00 | 01/04/23 | I/N/P |
| Friday 6.00-10.30pm † | 230.00 | 240.00 | 01/04/23 | I/N/P |

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|--|--|--|--|---|
| HORNCHURCH STADIUM | | | | |
| Weekday Use by Athletics Clubs (excluding training session)* | | | | |
| Half Day* | 94.75 | 97.60 | 01/04/23 | I/N/P |
| Full Day* | 179.25 | 184.65 | 01/04/23 | I/N/P |
| Saturday Use by Athletics Clubs (excluding training session)* | | | | |
| Half Day* | 119.50 | 123.00 | 01/04/23 | I/N/P |
| Full Day* | 220.50 | 227.10 | 01/04/23 | I/N/P |
| Sunday Use by Athletics Clubs (excluding training session)* | | | | |
| Half Day* | 156.50 | 161.20 | 01/04/23 | I/N/P |
| Full Day* | 299.00 | 308.00 | 01/04/23 | I/N/P |
| Use by Schools (excluding training session)** | | | | |
| Half Day** | 113.50 | 116.90 | 01/04/23 | I/N/P |
| Full Day** | 234.00 | 241.00 | 01/04/23 | I/N/P |
| Schools Training Sessions (per hour Inc. equipment)** | 42.25 | 43.50 | 01/04/23 | I/N/P |
| Occasional use - Football - without lights Seniors (3 hours)** | 220.50 | 227.10 | 01/04/23 | I/N/P |
| Occasional use - Football - without lights Juniors (2.5 hours)** | 121.50 | 125.15 | 01/04/23 | I/N/P |
| Occasional use - Football - with lights Seniors (3 hours)** | 346.00 | 356.40 | 01/04/23 | I/N/P |
| Occasional use - Football - with lights Juniors (2.5 hours)** | 153.50 | 158.10 | 01/04/23 | I/N/P |
| * VATable unless block (10 or more) booking | | | | |
| ** VATable unless block (10 or more) booking or Havering schools | | | | |

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|--|--|--|--|---|
| Marketing Advertising in Fairkytes and other culture publications | | | | |
| Full page (A4) | 282.00 | 290.50 | 01/04/23 | I/N/P |
| Full page (A5) or Half page (A4) | 141.00 | 145.20 | 01/04/23 | I/N/P |
| Half page (A5) or Quarter page (A4) | 72.50 | 74.70 | 01/04/23 | I/N/P |
| Quarter page (A5) or Eighth page (A4) | 39.50 | 40.70 | 01/04/23 | I/N/P |
| Online ticket sales | | | | |
| 10% of ticket price to be added to the charge for Culture Events when sold on-line | 10% of ticket price | 10% of ticket price | 01/04/16 | L |

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Neighbourhoods Bereavement Services

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|---|--|--|--|---|
| BEREAVEMENT SERVICES: | | | | |
| Interments - Cemeteries (fees doubled for non-residents of LBH) | | | | |
| Over 16 years | 1,420.00 | 1,462.00 | 01/04/23 | C/L |
| 2 simultaneous full body interments aged over 16 years | 2,120.00 | 2,183.00 | 01/04/23 | C/L |
| Cremated remains | 268.00 | 276.00 | 01/04/23 | C/L |
| 2 simultaneous cremated remains burials | 480.00 | 497.00 | 01/04/23 | C/L |
| 2 simultaneous cremated remains burials (one of which is non resident) | | 745.00 | 01/04/23 | NEW |
| Surcharge for cremated remains in full coffin | 247.00 | 254.00 | 01/04/23 | C/L |
| Non resident child cremated remains not over 16 years in any grave type | 118.00 | 121.00 | 01/04/23 | C/L |
| Extra depth (each interment over two) or casket/walled grave per depth | 260.00 | 267.00 | 01/04/23 | C/L |
| Surcharge for casket in walled grave | 260.00 | 267.00 | 01/04/23 | C/L |
| Resident child not over 16 Years | No charge | No charge | 01/04/20 | L |
| Non resident stillborn to 1 month in child's grave or public grave | 260.00 | 267.00 | 01/04/23 | C/L |
| 2 simultaneous non resident stillborn/to 1 month in child's or public grave | 390.00 | 400.00 | 01/04/23 | C/L |
| Non resident child not over 10 years in child's grave or public grave | 402.00 | 414.00 | 01/04/23 | C/L |
| Non resident child not over 16 years in child's grave | 2,725.00 | 2,806.00 | 01/04/23 | C/L |
| Use of chapel without organist | 170.00 | 175.00 | 01/04/23 | C/L |
| Hospital contract NVB (Non Viable baby) burials | 262.00 | 270.00 | 01/04/23 | C/L |

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|--|--|--|--|---|
| Exclusive Right of Burial (50 years with option of further 10 years) | | | | |
| Lawn section Grave | 2,200.00 | 2,266.00 | 01/04/23 | C/L |
| Traditional Grave | 3,420.00 | 3,522.00 | 01/04/23 | C/L |
| Walled Grave for two | | 7,578.00 | 01/04/23 | NEW |
| Memorial Headstone for Lawn Grave | | 1,300.00 | 01/04/23 | NEW |
| Children's section (under 10) | 468.00 | 482.00 | 01/04/23 | C/L |
| Children's section (under 16) | 938.00 | 966.00 | 01/04/23 | C/L |
| Surcharges | | | | |
| Child (under 16) Week-end full burial surcharge | 710.00 | 731.00 | 01/04/23 | C/L |
| Child (under 16) Week-end cremated remains burial surcharge | 267.00 | 275.00 | 01/04/23 | C/L |
| Adult Week-end full burial surcharge | 1,066.00 | 1,097.00 | 01/04/23 | C/L |
| Adult Week-end cremated remains surcharge | 268.00 | 276.00 | 01/04/23 | C/L |
| Adult Week-end cremated remains surcharge for 2 simultaneous | | 497.00 | 01/04/23 | NEW |
| Adult Week-end cremated remains surcharge for 2 simultaneous where one is non resident | | 745.00 | 01/04/23 | NEW |
| Funeral after published time or 48 hours of booking | 340.00 | 350.00 | 01/04/23 | C/L |
| Booking cancelled after 48 hours of booking | 340.00 | 350.00 | 01/04/23 | C/L |
| Booking cancelled within 48 hours of burial | 340.00 | 350.00 | 01/04/23 | C/L |

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|---|--|--|--|---|
| Extension of Right of Burial for 10 years | | | | |
| Lawn section Grave | 545.00 * | 560.00 * | 01/04/23 | C/L |
| Traditional Grave | 700.00 * | 720.00 * | 01/04/23 | C/L |
| Children's section (under 10) | 124.00 * | 127.00 * | 01/04/23 | C/L |
| Children's section (under 16) | 254.00 * | 261.00 * | 01/04/23 | C/L |
| Walled graves | 1,337.00 * | 1,377.00 * | 01/04/23 | C/L |
| Other Charges | | | | |
| Transfer of Exclusive Rights by Will, Letters of administration or assignment | 56.00 | 57.00 | 01/04/23 | C/L |
| Transfer of Exclusive Rights by statutory declaration/combination of methods | 101.00 | 104.00 | 01/04/23 | C/L |
| Certified extract from Burial Register | 66.00 * | 67.00 * | 01/04/23 | C/L |
| Staff attendance to select a new grave by appointment | 52.00 | Withdrawn | 01/04/23 | C/L |
| Exhumation of cremated remains resident | 268.00 | 276.00 | 01/04/23 | C/L |
| Exhumation of cremated remains non-resident | 536.00 | 552.00 | 01/04/23 | C/L |

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|--|--|--|--|---|
| Permit Charge | | | | |
| Clean and renovate/National Association of Memorial Massons(NAMM) fixing Lawn (standard) headstone & small garden kerb / additional memorial (heart or book if fixed) and up to 3ft wide | No charge 135.00 | No charge 175.00 | 01/04/20 01/04/23 | L C/L |
| Lawn (standard) headstone & small garden kerb over 3ft wide and up to 7ft 6" | | 263.00 | 01/04/23 | NEW |
| Lawn (standard) headstone & small garden kerb over 7ft 6" and up to 12ft | | 350.00 | 01/04/23 | NEW |
| Additional inscription on headstone or permit for a vase only / Lawn kerb/ heart or book if not fixed | 90.00 | 92.00 | 01/04/23 | C/L |
| Full kerb traditional grave up to 3ft wide | 347.00 | 347.00 | 01/04/20 | L |
| Full kerb traditional grave over 3ft wide and up to 7ft 6" | | 520.00 | 01/04/23 | NEW |
| Full kerb traditional grave over 7ft wide and up to 12ft. | | 694.00 | 01/04/23 | NEW |
| Child Grave Memorial | 135.00 | 175.00 | 01/04/23 | C/L |
| Lawn memorial on a traditional grave | | 175.00 | 01/04/23 | NEW |

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|---|--|--|--|---|
| Grave Maintenance Fees | | | | |
| Biannual Spring and Summer planting service | 285.00 * | 293.00 * | 01/04/23 | C/L |
| Annual maintenance clean and tidy service | 178.00 * | 183.00 * | 01/04/23 | C/L |
| Turfing (winter months only after grave has settled) | 115.00 | 118.00 | 01/04/23 | C/L |
| Cremated Remains Burial Plots | | | | |
| Purchase of exclusive rights (25 year term) | 649.00 | 668.00 | 01/04/23 | C/L |
| Extension of exclusive rights of burial for 10 years flat stone cremated remains plot | 387.00 | 398.00 | 01/04/23 | C/L |
| Tablet with first inscription | 494.00 | 508.00 | 01/04/23 | C/L |
| Additional / subsequent inscriptions | 160.00 | 189.00 | 01/04/23 | C/L |
| First inscription on a pre-purchased tablet | | 259.00 | 01/04/23 | NEW |
| Reguild/repaint per letter | | 2.20 * | 01/04/23 | NEW |
| Admin fee for reguild/repaint | | 25.00 | 01/04/23 | NEW |
| Blank stone | 378.00 | 389.00 | 01/04/23 | C/L |
| Photograph fixed to memorial | 318.00 | 327.00 | 01/04/23 | C/L |
| Granite memorial vases for use with cremated remains tablets | 362.00 | 103.00 | 01/04/23 | C/L |
| Additional letter on granite vase | 3.80 | 3.90 | 01/04/23 | C/L |

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Basis for setting charge increase above complies with either:

- P - The Corporate Charging Policy
- L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Bereavement Services

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| South Essex Crematorium | | | | |
| Cremation includes organ/organist/polytainer or biodegradable casket: | | | | |
| 1 Hospital Contract Non-viable foetus cremation | 83.00 | 85.00 | 01/04/23 | C/L |
| 2 Resident child not exceeding 16 years | No charge | No charge | 01/04/20 | L |
| 3 Non resident up to 6 years | 120.00 | 123.00 | 01/04/23 | C/L |
| 4 Non resident from 6 years but not exceeding 16 years | 235.00 | 242.00 | 01/04/23 | C/L |
| 5 Unattended Cremation (adult) | 580.00 | 580.00 | 01/04/21 | L |
| 6 Early morning adult cremation 15 minute service | 780.00 | 780.00 | 01/04/21 | L |
| 7 Over 16 years in the East Chapel 40 min slot | 995.00 | 995.00 | 01/04/21 | L |
| 8 Week-end cremation (Subject to availability) in South Chapel 1 hour slot | 1,742.00 | 1,855.00 | 01/04/23 | C/L |
| 9 Two adult cremations in the East Chapel using same 40 min slot | | 1,575.00 | 01/04/23 | NEW |
| 10 Over 16 years in the South Chapel one hour slot | | 1,060.00 | 01/04/23 | NEW |
| 11 Two adult cremations in the South Chapel using same one hour slot | | 1,640.00 | 01/04/23 | NEW |

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Neighbourhoods Bereavement Services

(B) Charges determined by Committee

*VAT inclusive

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|---|--|--|--|---|
| Additional Services and Surcharges | | | | |
| Bookings cancelled after 10am one working day before reserved time | 284.00 | 292.00 | 01/04/23 | C/L |
| Surcharge for services over-running | 284.00 | 292.00 | 01/04/23 | C/L |
| Surcharge for cremation after 4pm | 284.00 | 292.00 | 01/04/23 | C/L |
| Surcharge for unattended cremation and use of either chapel at a different time | 140.00 | 144.00 | 01/04/23 | C/L |
| Use of East chapel for private memorial service or extra time | 285.00 | 285.00 | 01/04/21 | L |
| Use of South Chapel for private memorial service or extra time | | 530.00 | 01/04/23 | NEW |
| Use of East chapel for private memorial service for cremated remains from away | | 293.00 | 01/04/23 | NEW |
| Strewing (burial) of cremated remains from elsewhere | 119.00 | 122.00 | 01/04/23 | C/L |
| Witness committal | 58.00 | 60.00 | 01/04/23 | C/L |
| Week-end witness committal | 116.00 | 119.00 | 01/04/23 | C/L |
| Witness committal week-end child resident | 58.00 | 60.00 | 01/04/23 | C/L |
| Witness committal weekday child non-resident | 58.00 | 60.00 | 01/04/23 | C/L |
| Witness committal week-end child non-resident | 116.00 | 119.00 | 01/04/23 | C/L |
| 2 Simultaneous week-end witness committals | 200.00 | 206.00 | 01/04/23 | C/L |
| 2 Simultaneous weekday witness committals | 100.00 | 103.00 | 01/04/23 | C/L |

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Neighbourhoods Bereavement Services

(B) Charges determined by Committee

*VAT inclusive

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|---|--|--|--|---|
| Additional Services and Surcharges | | | | |
| Live webcast (price provided upon request) | 30.00 * | RRP * | 01/04/23 | D/L |
| Live webcast plus watch again & downloadable link (price provided upon request) | 45.00 * | RRP * | 01/04/23 | D/L |
| Keepsake copy of service including pro-tribute if ordered (price provided upon request) | 50.00 * | RRP * | 01/04/23 | D/L |
| Visual tribute (VT) slideshow (price provided upon request) | 38.00 * | RRP * | 01/04/23 | D/L |
| Pro-tribute (price provided upon request) | 70.00 * | RRP * | 01/04/23 | D/L |
| Family made VT with Video (price provided upon request) | 18.00 * | RRP * | 01/04/23 | D/L |
| Keepsake copy of tribute (price provided upon request) | 25.00 * | RRP * | 01/04/23 | D/L |
| Downloadable copy of VT (price provided upon request) | 10.00 * | RRP * | 01/04/23 | D/L |
| Additional keepsake copies (price provided upon request) | 25.00 * | RRP * | 01/04/23 | D/L |
| Extra 25 photos (price provided upon request) | 21.00 * | RRP * | 01/04/23 | D/L |
| Extra work (price provided upon request) | 21.00 * | RRP * | 01/04/23 | D/L |
| Webcast surcharge to include watch again and downloadable link (price provided upon request) | 15.00 * | RRP * | 01/04/23 | D/L |
| Storage of cremated remains after one month per quarter | 60.00 | 62.00 | 01/04/23 | I/N/L |
| Storage of cremated remains after one month per year | 140.00 | 144.00 | 01/04/23 | I/N/L |
| Genealogy searches per search not through deceased online | 29.00 | 30.00 * | 01/04/23 | I/N/L |

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Neighbourhoods Bereavement Services

(B) Charges determined by Committee

*VAT inclusive

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|---|--|--|--|---|
| Containers | | | | |
| Bronzed metal urns | 80.00 * | 82.00 * | 01/04/23 | C/L |
| Standard wooden or metal casket | 92.00 * | 95.00 * | 01/04/23 | C/L |
| Juvenile caskets | 37.00 * | 38.00 * | 01/04/23 | C/L |
| Various decorative urns/caskets (price provided upon request) | RRP * | RRP * | 01/04/20 | L |
| Dedicated hymn book | 90.00 * | 93.00 * | 01/04/23 | C/L |
| Various keepsake memorials made from or to contain cremated remains including diamonds, paperweights, jewellery (price provided upon request) | RRP * | RRP * | 01/04/20 | L |
| Memorials | | | | |
| Kerb Plaques | | | | |
| Perspex plaque only | 130.00 * | 133.00 * | 01/04/23 | C/L |
| Bronze plaque only | 257.00 * | 264.00 * | 01/04/23 | C/L |
| Rights to second dedication (plus cost of plaque) | 123.00 | 127.00 | 01/04/23 | C/L |
| Kerb plaque - Rights or Renewal | 255.00 | 262.00 | 01/04/23 | C/L |
| Single motif on a perspex or bronze plaque | 31.00 * | 32.00 * | 01/04/23 | C/L |
| Two motifs on a perspex or bronze plaque | 58.00 * | 60.00 * | 01/04/23 | C/L |
| Bronze Wall Plaque | | | | |
| Bronze wall plaque only | 257.00 * | 264.00 * | 01/04/23 | C/L |
| Bronze wall plaque renewal | 255.00 | 262.00 | 01/04/23 | C/L |
| Supplier refurbishment of a Bronze plaque | 75.00 * | 77.00 * | 01/04/23 | C/L |

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Neighbourhoods Bereavement Services

(B) Charges determined by Committee

*VAT inclusive

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|--|--|--|--|---|
| Large Wall Plaques | | | | |
| Single Slate or Large Bronze Wall Plaques | | | | |
| Single plaque only | 344.00 * | 354.00 * | 01/04/23 | C/L |
| Single plaque - Rights for ten years | 255.00 | 262.00 | 01/04/23 | C/L |
| Single plaque - Renewal for ten years | 255.00 | 262.00 | 01/04/23 | C/L |
| Double Slate Wall Plaque single inscription | 516.00 * | 531.00 * | 01/04/23 | C/L |
| Double Slate Wall Plaque double inscription | 834.00 * | 859.00 * | 01/04/23 | C/L |
| Double Slate Wall Plaque second inscription within 1 year of original dedication | 185.00 * | 190.00 * | 01/04/23 | C/L |
| Double Plaque - Rights for 10 years | 510.00 | 525.00 | 01/04/23 | C/L |
| Double Plaque - 10 year renewal | 510.00 | 525.00 | 01/04/23 | C/L |
| Wall Niche for 10 years | | | | |
| Purchase of Single Niche for 10 years | 880.00 | 905.00 | 01/04/23 | I/L |
| Renewal of Single Niche for 10 years | 880.00 | 905.00 | 01/04/23 | I/L |
| Renewal for Single Niche for 5 years | 536.00 | 552.00 | 01/04/23 | I/L |
| Replacement single plaque | 590.00 * | 607.00 * | 01/04/23 | I/L |
| Purchase for Double Niche for 10 years | 1,780.00 | 1,833.00 | 01/04/23 | I/L |
| Renewal of Double Niche for 10 years | 1,780.00 | 1,833.00 | 01/04/23 | I/L |
| Renewal for Double Niche for 5 years | 981.00 | 1,010.00 | 01/04/23 | I/L |
| Replacement double plaque | 912.00 * | 939.00 * | 01/04/23 | I/L |
| Wall Niche rights for second inscription | 151.00 | 155.00 | 01/04/23 | I/L |

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|---------------------------------------|--|--|--|---|
| Wall Niche Additional Items: | | | | |
| Motif (optional) | 98.00 * | 100.00 * | 01/04/23 | C/L |
| 2 simultaneous Wall Niche interments | | 324.00 * | 01/04/23 | NEW |
| Additional bud vase | 34.00 * | 35.00 * | 01/04/23 | C/L |
| Additional inscription | 288.00 * | 296.00 * | 01/04/23 | C/L |
| Casket including nameplate | 98.00 * | 100.00 * | 01/04/23 | C/L |
| Photograph | 316.00 * | 327.00 * | 01/04/23 | C/L |
| Sanctum ii Vaults for 10 years | | | | |
| Second interment | 175.00 | 180.00 | 01/04/23 | C/L |
| 2 simultaneous Sanctum interments | 300.00 | 309.00 | 01/04/23 | C/L |
| Sanctum second inscription | 590.00 * | 607.00 * | 01/04/23 | C/L |
| Sanctum plaque | 470.00 * | 484.00 * | 01/04/23 | C/L |
| 10 year Rights | 1,164.00 | 1,198.00 | 01/04/23 | C/L |
| 10 year Renewal | 1,164.00 | 1,198.00 | 01/04/23 | C/L |
| 5 year Rights | 677.00 | 697.00 | 01/04/23 | C/L |
| 5 year Renewal | 677.00 | 697.00 | 01/04/23 | C/L |
| Regilding (Inc. postage) | 126.00 * | 129.00 * | 01/04/23 | C/L |
| Replacement vase | 21.00 * | 22.00 * | 01/04/23 | C/L |

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|--|--|--|--|---|
| Vase Blocks and Tablets (includes Scented Garden Memorials) | | | | |
| Vaseblock tablet | 280.00 * | 288.00 * | 01/04/23 | C/L |
| Vaseblock Rights for 10 years | 590.00 | 608.00 | 01/04/23 | C/L |
| Vaseblock Renewal for 10 years | 590.00 | 608.00 | 01/04/23 | C/L |
| Memorials | | | | |
| Summer House Memorial | | | | |
| Floris plaque only | 175.00 * | 180.00 * | 01/04/23 | C/L |
| Floris plaque Rights for 10 years | 257.00 | 265.00 | 01/04/23 | C/L |
| Floris plaque Renewal for 10 years | 257.00 | 265.00 | 01/04/23 | C/L |
| Posy holder rights for 10 years | 160.00 | 165.00 | 01/04/23 | C/L |
| Posy holder Renewal for 10 years | 160.00 | 165.00 | 01/04/23 | C/L |
| Posy holder memorial | 22.00 * | 23.00 * | 01/04/23 | C/L |

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|--|--|--|--|---|
| Shrub, Rose or Tree with 10 Year dedication | | | | |
| Shrub or Rose (including Bronze stem plaque) | 257.00 * | 265.00 * | 01/04/23 | C/L |
| Shrub 10 year Rights (also applies to vase block with rose) | 685.00 | 705.00 | 01/04/23 | C/L |
| Shrub 10 year Renewal (also applies to vase block with rose) | 685.00 | 705.00 | 01/04/23 | C/L |
| Shrub 5 year Renewal (also applies to vase block with rose) | 443.00 | 456.00 | 01/04/23 | C/L |
| | | | | |
| Tree (including bronze stem or Strap plaque) | 257.00 * | 265.00 * | 01/04/23 | C/L |
| Tree 10 year Rights | 835.00 | 860.00 | 01/04/23 | C/L |
| Tree 10 year Renewal | 835.00 | 860.00 | 01/04/23 | C/L |
| Tree 5 year Renewal | 515.00 | 530.00 | 01/04/23 | C/L |
| Benches and Chairs - 10 Year dedications | | | | |
| Bench / Replacement bench | 1,277.00 * | 1,315.00 * | 01/04/23 | C/L |
| Chair / Replacement chair | 746.00 * | 768.00 * | 01/04/23 | C/L |
| Bench 10 year Rights | 1,160.00 | 1,194.00 | 01/04/23 | C/L |
| Bench 10 year Renewal | 1,160.00 | 1,194.00 | 01/04/23 | C/L |
| Chair 10 year Rights | 1,030.00 | 1,060.00 | 01/04/23 | C/L |
| Chair 10 year Renewal | 1,030.00 | 1,060.00 | 01/04/23 | C/L |

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|---|--|--|--|---|
| Benches and Chairs - 10 year dedications (continued) | | | | |
| Regular maintenance (per 2 years of remaining lease if not purchased or renewed since 1/1/2001) | 53.00 * | 55.00 * | 01/04/23 | C/L |
| Renovation of bench | 230.00 * | 237.00 * | 01/04/23 | C/L |
| Renovation of chair | 146.00 * | 150.00 * | 01/04/23 | C/L |
| Replacement summerhouse chair | 753.00 * | 775.00 * | 01/04/23 | C/L |
| Summerhouse chair - Renewal Rights | 502.00 | 517.00 | 01/04/23 | C/L |
| Bench, Tree & Shrub additional dedications | | | | |
| Rights to second dedication within 1 year of original (plus cost of plaque) | 124.00 | 128.00 | 01/04/23 | C/L |
| Rights to second dedication after 1 year of original or renewal per remaining year of lease (plus cost of plaque) | 24.00 | 25.00 | 01/04/23 | C/L |
| Rights to second dedication life time of item (plus cost of plaque) | 504.00 | 519.00 | 01/04/23 | C/L |
| Replacement bronze plaque | 257.00 * | 265.00 * | 01/04/23 | C/L |
| Replacement perspex plaque | 130.00 * | 134.00 * | 01/04/23 | C/L |

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|--|--|--|--|---|
| Miscellaneous Memorials | | | | |
| Mallard bridge | 356.00 * | 366.00 * | 01/04/23 | C/L |
| Administration fee for private purchase of plaque (plus cost of plaque) | 52.00 * | 53.00 * | 01/04/23 | C/L |
| Replacement metal vase | 21.00 * | 22.00 * | 01/04/23 | C/L |
| Floral arrangements stand - plus cost of flowers | 35.00 * | 36.00 * | 01/04/23 | C/L |
| Hanging baskets (per year) | 142.00 * | 146.00 * | 01/04/23 | C/L |
| Sculpture garden memorial | 280.00 * | 264.00 * | 01/04/23 | C/L |
| Sculpture garden rights | 590.00 | 608.00 | 01/04/23 | C/L |
| Sculpture Renewal | 590.00 | 608.00 | 01/04/23 | C/L |
| Birdbath rights | 590.00 | 608.00 | 01/04/23 | C/L |
| Birdbath Renewal | 590.00 | 608.00 | 01/04/23 | C/L |
| Books of Remembrance | | | | |
| 2 line entry | 117.00 * | 80.00 * | 01/04/23 | C/L |
| 3 - 5 lines | 167.00 * | 172.00 * | 01/04/23 | C/L |
| 6 - 8 lines | 242.00 * | 249.00 * | 01/04/23 | C/L |
| Additional line | 26.00 * | 27.00 * | 01/04/23 | C/L |
| Cards of Remembrance & additional entries in existing miniature books | | | | |
| 2 line entry | 42.00 * | 43.00 * | 01/04/23 | C/L |
| 3 - 5 lines | 72.00 * | 74.00 * | 01/04/23 | C/L |
| 6 - 8 lines | 112.00 * | 115.00 * | 01/04/23 | C/L |

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|---|--|--|--|---|
| Miniature Triptych of Remembrance/Book of Remembrance | | | | |
| 2 line entry | 83.00 * | 85.00 * | 01/04/23 | C/L |
| 3 - 5 lines | 117.00 * | 120.00 * | 01/04/23 | C/L |
| 6 - 8 lines | 153.00 * | 157.00 * | 01/04/23 | C/L |
| Book of Remembrance Sundries | | | | |
| Motif | 87.00 * | 90.00 * | 01/04/23 | C/L |
| Triptych photograph | 87.00 * | 90.00 * | 01/04/23 | C/L |
| Mini Headstone Cremated Remains Burial Plots | | | | |
| Purchase of exclusive rights (25 year term) | 1,133.00 | 1,166.00 | 01/04/23 | C/L |
| Extension of exclusive rights of burial for 10 years mini headstone cremated remains plot | 475.00 | 490.00 | 01/04/23 | C/L |
| Memorial and installation with first 60 characters | 1,205.00 | 1,240.00 | 01/04/23 | C/L |
| Additional inscription rate per letter | 3.80 | 3.90 | 01/04/23 | C/L |
| Reguild/repaint per letter | | 2.20 | 01/04/23 | NEW |
| Admin fee for reguild/repaint | | 25.00 | 01/04/23 | NEW |
| Blank headstone only | 305.00 | 314.00 | 01/04/23 | C/L |
| Photograph fixed to memorial | 318.00 | 327.00 | 01/04/23 | C/L |
| Replacement Granite memorial vase only for Mini headstone | 100.00 | 103.00 | 01/04/23 | C/L |
| Inscription first 60 characters on a pre purchased memorial | 270.00 | 278.00 | 01/04/23 | C/L |
| Blank memorial headstone only | 876.00 | 900.00 | 01/04/23 | C/L |

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|--|--|--|--|---|
| Mini Headstone Cremated Remains Burial Plots (continued) | | | | |
| Stone chippings per bag | 62.00 | 64.00 | 01/04/23 | C/L |
| Flower holder | 22.00 | 23.00 | 01/04/23 | C/L |
| Book of Remembrance Memorial Tree | | | | |
| Memorial Tree leaf 10 year Rights | 255.00 | 165.00 | 01/04/23 | C/L |
| Memorial Tree leaf 10 year Renewal | 255.00 | 165.00 | 01/04/23 | C/L |
| Memorial Tree leaf plaque | 163.00 * | 90.00 * | 01/04/23 | C/L |
| Rights for second inscription - Rights remain the same (plus cost of plaque) | 123.00 | 127.00 | 01/04/23 | C/L |
| Advertising Fees - Pre Funeral Brochure | | | | |
| Display Advertisement quarter A4 page | 660.00 * | 680.00 * | 01/04/23 | C/L |
| Display and Directory entry quarter A4 page | 855.00 * | 880.00 * | 01/04/23 | C/L |
| Display Advertisement half A4 page | 876.00 * | 902.00 * | 01/04/23 | C/L |
| Display and Directory entry half A4 page | 1,040.00 * | 1,070.00 * | 01/04/23 | C/L |
| Display Advertisement full A4 page | 1,072.00 * | 1,104.00 * | 01/04/23 | C/L |
| Display and Directory entry full A4 page | 1,231.00 * | 1,268.00 * | 01/04/23 | C/L |
| Display Advertisement full inside back A4 page | 1,316.00 * | 1,355.00 * | 01/04/23 | C/L |
| Display and Directory entry full inside back A4 page | 1,475.00 * | 1,519.00 * | 01/04/23 | C/L |
| Copy design simple half page | 54.00 * | 56.00 * | 01/04/23 | C/L |

Basis of Increase:

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S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Bereavement Services

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Advertising Fees - Pre Funeral Brochure (continued) | | | | |
| Copy design complex full page All fees discounted by 10% for repeat customers | 80.00 * | 82.00 * | 01/04/23 | C/L |
| Arboria Plaques | | | | |
| Arboria Plaque with text only | 190.00 * | 195.00 * | 01/04/23 | C/L |
| Arboria Plaque with text and engraved motif | 221.00 * | 227.00 * | 01/04/23 | C/L |
| Arboria Plaque with text; engraved and painted motif | 252.00 * | 260.00 * | 01/04/23 | C/L |
| Arboria Plaque with text and ceramic photo | 304.00 * | 313.00 * | 01/04/23 | C/L |
| Arboria Plaque Rights for 10 years | 255.00 | 263.00 | 01/04/23 | C/L |
| Arboria Plaque Renewal for 10 years | 255.00 | 263.00 | 01/04/23 | C/L |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Borough Roads: | | | | |
| Note: Unlicensed Skips/Materials will be on the spot fined & removed | 677.00 | 745.00 | 01/04/23 | I/N/P |
| (i) Each Skip / Builders materials on public highway | | | | |
| Up to first 14 days | 82.00 | 90.00 | 01/04/23 | I/N/P |
| Each additional period of up to 7 days | 72.00 | 80.00 | 01/04/23 | I/N/P |
| (ii) Structures / Hoardings / Scaffolds | | | | |
| Bond | | | | |
| £164.50 per linear metre - Minimum 6 Metres | 897.00 | 987.00 | 01/04/23 | I/N/P |
| Licence | | | | |
| Minimum charge length 6 metres & combined inspection | 718.00 | 790.00 | 01/04/23 | I/N/P |
| (iii) Vehicle Crossovers (per square metre) | 240.00 | 270.00 | 01/04/23 | I/N/P |
| Non refundable charge for assessing applications | 210.00 | 230.00 | 01/04/23 | I/N/P |
| Waste disposal surcharge | 27.00 | 30.00 | 01/04/23 | I/N/P |
| (iv) Road Closures (per road) for Utility companies | 3,138.00 * | 2,500.00 * | 01/04/23 | D/L |
| (v) Clearance of Blocked Drains (VAT will be added unless working under Statutory power) | 159.00 | 175.00 | 01/04/23 | I/N/P |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| (vi) Crane license | | | | |
| Minimum | 344.00 | 378.00 | 01/04/23 | I/N/P |
| Maximum | 623.00 | 685.00 | 01/04/23 | I/N/P |
| (vii) Section 50 Licence (private individual to place/maintain apparatus in highway) | | | | |
| Major works permit | 1,426.00 | 1,426.00 | 01/04/22 | P |
| Standard works permit | 1,214.00 | 1,214.00 | 01/04/22 | P |
| Minor works permit | 1,055.00 | 1,055.00 | 01/04/22 | P |
| (viii) Building materials licenses | | | | |
| Up to first 14 days | 95.00 | 105.00 | 01/04/23 | I/N/P |
| Each additional period of up to 7 days (renewal) | 83.00 | 91.00 | 01/04/23 | I/N/P |
| (ix) Compound / welfare unit | | | | |
| Up to first 14 days | 257.00 | 283.00 | 01/04/23 | I/N/P |
| Each additional period up to 7 days (renewal) | 69.00 | 76.00 | 01/04/23 | I/N/P |
| (x) Over sail license | | | | |
| Base fee | 396.00 | 436.00 | 01/04/23 | I/N/P |
| Fee per month | 88.00 | 97.00 | 01/04/23 | I/N/P |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Refuse Collection: | | | | |
| (i) Bulky Household Refuse | | | | |
| 1 to 3 items | 45.50 | 55.00 | 01/04/23 | D/L |
| Each additional item | 11.50 | 14.00 | 01/04/23 | D/L |
| (ii) Compostable garden refuse sacks (Year's supply of 5 rolls of 10 sacks per roll) | | | | |
| Standard | 60.00 | 70.00 | 01/04/23 | D/L |
| Top up roll (10 sacks) | 11.00 | 13.00 | 01/04/23 | D/L |
| Top up roll delivery | 5.00 | 5.00 | 01/04/23 | D/L |
| (iii) Green Waste Collection Service (per annum) (Wheeled bin hire included) | | | | |
| Full year | 60.00 | 70.00 | 01/04/23 | D/L |
| Late payment charge | 5.00 | 6.00 | 01/04/23 | D/L |
| Late payment charge after bin collection | 11.50 | 12.00 | 01/04/23 | I/N/P |
| Replacement bin charge | 30.00 | 31.00 | 01/04/23 | I/N/P |

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(B) Charges determined by Committee

*VAT inclusive

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|---|--|--|--|---|
| (iv) Trade Refuse Collection Service | | | | |
| From 1st April 2015 this service has been independently operated by Serco. These charges will only apply if a business within the borough exercises its legal right to require the Council to undertake the collection. | | | | |
| Trade refuse sacks (pack of 26) | 172.00 | 178.00 | 01/04/23 | I/N/P |
| Trade refuse sacks (pack of 26) for Charity shops | 135.00 | 140.00 | 01/04/23 | I/N/P |
| Cardboard Collection | 6.50 | 7.00 | 01/04/23 | I/N/P |
| Container emptying and disposal: | | | | |
| 1100 / Palladin / 660 litre bin -1st bin per visit | 37.00 | 39.00 | 01/04/23 | I/N/P |
| 2nd & subsequent bins | 36.00 | 38.00 | 01/04/23 | I/N/P |
| 360 litre wheeled bin | 31.00 | 32.00 | 01/04/23 | I/N/P |
| Charity shops | 31.00 | 32.00 | 01/04/23 | I/N/P |
| LBH Schools | 31.00 | 32.00 | 01/04/23 | I/N/P |
| 2nd collection from residential blocks per bin | 10.50 | 11.00 | 01/04/23 | I/N/P |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

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|---|--|--|--|---|
| (iv) Trade Refuse Collection Service (continued) | | | | |
| Container hire (per annum): | | | | |
| Eurobins: | | | | |
| 1100 litres | 255.00 | 263.00 | 01/04/23 | I/N/P |
| 660 litres | 189.50 | 196.00 | 01/04/23 | I/N/P |
| Chamberlains: | | | | |
| 940 litres | 189.50 | 196.00 | 01/04/23 | I/N/P |
| Palladin: | | | | |
| 940 litres | 189.50 | 196.00 | 01/04/23 | I/N/P |
| Container Sale | | | | |
| 360 litres recycling | 90.00 | 93.00 | 01/04/23 | I/N/P |
| (v) Clinical Waste | | | | |
| Contracted collection service | 14.50 | 15.00 | 01/04/23 | I/N/P |
| Ad hoc collections | 20.00 | 21.00 | 01/04/23 | I/N/P |
| (vi) Special clearances of rubbish: | | | | |
| Up to 30 minutes on site | 118.50 | 123.00 | 01/04/23 | I/N/P |
| Up to 1 hour on site | 237.50 | 245.00 | 01/04/23 | I/N/P |
| Each 15 minute thereafter | 60.50 | 62.00 | 01/04/23 | I/N/P |

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(B) Charges determined by Committee

*VAT inclusive

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|--|--|--|--|---|
| FOOTBALL AT PARKS WITH CRICKET (28 WEEKS) | | | | |
| Adult | | | | |
| Pavilion with washing facilities | | | | |
| Each Saturday or Sunday during Season** | 1,886.00 | 2,348.00 | 01/04/23 | D/L |
| Each alternate Saturday or Sunday during Season** | 943.00 | 1,174.00 | 01/04/23 | D/L |
| No Pavilion Facilities | | | | |
| Each Saturday or Sunday during Season** | | 1,832.00 | 01/04/23 | NEW |
| Each alternate Saturday or Sunday during Season** | | 916.00 | 01/04/23 | NEW |
| Junior (under 18) 7v7 & 9v9 | | | | |
| Each Saturday or Sunday during Season** | 546.50 | 851.00 | 01/04/23 | D/L |
| Each alternate Saturday or Sunday during Season** | 312.00 | 425.00 | 01/04/23 | D/L |
| Junior (under 18) 11v11 | | | | |
| Each Saturday or Sunday during Season** | | 909.00 | 01/04/23 | NEW |
| Each alternate Saturday or Sunday during Season** | | 454.00 | 01/04/23 | NEW |
| **Bookings of less than 10, will attract a VAT charge. | | | | |

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|--|--|--|--|---|
| FOOTBALL AT PARKS WITH CRICKET (32 WEEKS) | | | | |
| Adult | | | | |
| Pavilion with washing facilities | | | | |
| Each Saturday or Sunday during Season** | 2,170.50 | 2,684.00 | 01/04/23 | D/L |
| Each alternate Saturday or Sunday during Season** | 1,086.50 | 1,342.00 | 01/04/23 | D/L |
| No Pavilion Facilities | | | | |
| Each Saturday or Sunday during Season** | | 2,094.00 | 01/04/23 | NEW |
| Each alternate Saturday or Sunday during Season** | | 1,047.00 | 01/04/23 | NEW |
| Junior (under 18) 7v7 & 9v9 | | | | |
| Each Saturday or Sunday during Season** | 713.00 | 973.00 | 01/04/23 | D/L |
| Each alternate Saturday or Sunday during Season** | 356.50 | 486.00 | 01/04/23 | D/L |
| Junior (under 18) 11v11 | | | | |
| Each Saturday or Sunday during Season** | 647.00 | 1,039.00 | 01/04/23 | D/L |
| Each alternate Saturday or Sunday during Season** | 323.50 | 519.00 | 01/04/23 | D/L |
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*VAT inclusive

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|--|--|--|--|---|
| FOOTBALL AT WESTLANDS FIELD | | | | |
| Pavilion with washing facilities | | | | |
| Adult | | | | |
| Each Saturday or Sunday during Season** | 2,546.00 | 3,084.00 | 01/04/23 | D/L |
| Each alternate Saturday or Sunday during Season** | 1,273.00 | 1,542.00 | 01/04/23 | D/L |
| MINI SOCCER | | | | |
| 1 Hour Slots (during season) | | | | |
| Each Saturday or Sunday** | 414.00 | 426.00 | 01/04/23 | I/N/P |
| Alternate Saturday or Sunday** | 207.00 | 213.00 | 01/04/23 | I/N/P |
| CRICKET | | | | |
| No Pavilion Facilities | | | | |
| Adults Each Saturday or Sunday during Season** | 1,719.00 | 1,771.00 | 01/04/23 | I/N/P |
| Pitches with Pavilions | | | | |
| Adults Each Saturday or Sunday during Season** | 3,086.00 | 3,179.00 | 01/04/23 | I/N/P |
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|--|--|--|--|---|
| BOOT CAMPS, PERSONAL TRAINING, SPORTS & FITNESS GROUPS at a separate charge) Up to 20 clients (details to be agreed with service) | 500.00 | 515.00 | 01/04/23 | I/P |
| ALLOTMENTS Land charge per acre Plot Rent (This fee is set by the Allotment Society and therefore is not published in the Councils fees and charges) | 220.00 | 227.00 | 01/04/23 | I/N/P |
| WEDDING PHOTOGRAPHY Exclusive use of area of a park for wedding photography (except Langtons Gardens) | 60.50 | 62.50 | 01/04/23 | I/N/P |
| FUNFAIRS & CIRCUSES Ground rent per day of operation (up to 7 rides, adult & juvenile / 500 seating capacity) | 583.50 | 601.00 | 01/04/23 | I/P |
| Ground rent per day of operation (more than 7 rides, adult & juvenile /500 seating capacity) | 1,183.00 | 1,218.00 | 01/04/23 | I/N/P |
| Returnable deposit per visit. Up to 7 rides, adult & juvenile / 500 seating capacity | 175.00 | 180.00 | 01/04/23 | I/N/P |
| More than 7 rides, adult & juvenile / 500 seating capacity | 354.00 | 365.00 | 01/04/23 | I/N/P |

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*VAT inclusive

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|--|--|--|--|---|
| COMMUNITY/CHARITY EVENTS | | | | |
| <i>London Borough of Havering charities - a 20% discount can be applied (only if the charity is raising funds/providing entertainment/information which directly benefits the residents of Havering). The charity must be located in Havering and benefit all the community. Private/Religious Schools are exempt from this discount. The London Borough of Havering objective for charging large commercial events is to cover the cost of impact on residents and services</i> | | | | |
| Small event (free entry/non-profit) max capacity - 300 | 150.00 | 155.00 | 01/04/23 | I/N/P |
| Community/charity fundraising event (income generating) | | | | |
| max capacity - 1000 | 500.00 | 515.00 | 01/04/23 | I/P |
| max capacity - 2000 | 1,000.00 | 1,030.00 | 01/04/23 | I/P |
| max capacity - 6000 | 3,000.00 | 3,090.00 | 01/04/23 | I/P |
| max capacity - 8000 | 4,000.00 | 4,120.00 | 01/04/23 | I/P |
| Non-operational day | 150.00 | 155.00 | 01/04/23 | I/N/P |
| COMMERCIAL EVENTS | | | | |
| The fees will be negotiated on application, taking into account size, impact on the site and site operators, impact on the borough and surrounding environs. Minimum charge at least double the rate charged for charities/community hires | By Negotiation | | | |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

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|---|--|--|--|---|
| INFLATABLE FUNDAYS (per item) | | | | |
| Busier sites (based on footfall) | 25.00 | 26.00 | 01/04/23 | I/N/P |
| Quieter sites (based on footfall) | 10.00 | 10.50 | 01/04/23 | I/N/P |
| Memorial Tree | | | | |
| <i>Supply and planting of tree</i> | 350.00 | 361.00 | 01/04/23 | I/N/P |
| <i>Plaque</i> | 100.00 | 103.00 | 01/04/23 | I/N/P |
| Memorial Bench | | | | |
| Supply and installation of bench | 1,200.00 | 1,608.00 | 01/04/23 | D/L |
| Plaque | 100.00 | 103.00 | 01/04/23 | I/P |
| PARKS (all events and activities are subject to appropriate licence fees at a separate charge) | | | | |
| MISCELLANEOUS CHARGES | | | | |
| Mobile catering unit (per month) | 282.00 | 290.00 | 01/04/23 | I/N/P |
| Raphael Park Meeting Room (charge per hour) | 23.50 | 24.00 | 01/04/23 | I/N/P |
| Tennis courts (fee per court per day for Coach/Club) | 20.50 | 21.00 | 01/04/23 | I/N/P |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of | Basis of Increase |
|--|--|--|-------------------|-------------------|
| CHARGES FOR NON SCHEDULED WORKS | | | | |
| Week day rates | | | | |
| 18 tonne grab lorry and driver per hour | 178.00 * | 178.00 * | 01/04/22 | P |
| 2 staff & a van (includes tools & machinery) per hour | 86.00 * | 86.00 * | 01/04/22 | P |
| 1 staff & a van (includes tools & machinery) per hour | 49.50 * | 49.50 * | 01/04/22 | P |
| Tractor & implement, or trailer with operator per hour | 55.50 * | 55.50 * | 01/04/22 | P |
| Ride on mower & operator per hour | 49.50 * | 49.50 * | 01/04/22 | P |
| Member of staff per hour (standard hours) | 36.00 * | 36.00 * | 01/04/22 | P |
| Charge hand per hour (standard hours) | 45.50 * | 45.50 * | 01/04/22 | P |
| Shrub bed mulching (using composted whole tree mulch) per m2 | 4.00 * | 4.50 * | 01/04/23 | I/P |
| Saturday rates | | | | |
| 1 staff & a van (includes tools & machinery) per hour | 67.50 * | 70.00 * | 01/04/23 | I/P |
| 2 staff & a van (includes tools & machinery) per hour | 122.00 * | 126.00 * | 01/04/23 | I/P |
| Member of staff per hour (standard hours) | 55.00 * | 57.00 * | 01/04/23 | I/P |
| Charge hand per hour (standard hours) | 66.50 * | 68.50 * | 01/04/23 | I/P |

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Neighbourhoods Public Realm

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| TRAFFIC & PARKING CONTROL: | | | | |
| Parking Facilities | | | | |
| Penalty Charge Notices | | | | |
| (Levels set by London Councils and agreed by the Mayor of London and endorsed by the Secretary of State) | | | | |
| Less Serious Contravention Band A | 80.00 | 80.00 | 01/04/11 | P |
| Less Serious Contravention Band A if paid within 14 days | 40.00 | 40.00 | 01/04/11 | P |
| Serious Contravention Band A | 130.00 | 130.00 | 15/04/11 | P |
| Serious Contravention Band A paid within 14 days | 65.00 | 65.00 | 15/04/11 | P |
| Less Serious Band B | 60.00 | 60.00 | 01/04/11 | P |
| Less Serious paid within 14 days | 30.00 | 30.00 | 01/04/11 | P |
| Serious Band B | 110.00 | 110.00 | 15/04/11 | P |
| Serious Band B if paid within 14 days | 55.00 | 55.00 | 15/04/11 | P |
| Vehicle Clamping and Removal | | | | |
| Vehicle Immobilisation release fee | 70.00 | 70.00 | 01/04/11 | P |
| Vehicle Pound release fee (if clamped) | 200.00 | 200.00 | 01/04/11 | P |
| Disposal Fee | 70.00 | 70.00 | 01/04/11 | P |
| Vehicle Pound storage fee (per day) | 40.00 | 40.00 | 01/04/11 | P |

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S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| TRAFFIC & PARKING CONTROL: | | | | |
| PARKING FACILITIES | | | | |
| Romford Area Car Parks - Mixed Tariff | | | | |
| Monday to Saturday (Period Hours) | | | | |
| 0 - 1 | 1.50 * | 2.10 * | 01/04/23 | C/L |
| 1 - 2 | 2.50 * | 3.60 * | 01/04/23 | C/L |
| 2 - 3 | 3.50 * | 5.10 * | 01/04/23 | C/L |
| 3 - 4 | 4.50 * | 6.60 * | 01/04/23 | C/L |
| 4 - 5 | 5.50 * | 8.10 * | 01/04/23 | C/L |
| 5 - 6 | 6.50 * | 9.60 * | 01/04/23 | C/L |
| 6 - 7 | 10.50 * | 11.50 * | 01/04/23 | C/L |
| 7 - 8 | 11.50 * | 13.00 * | 01/04/23 | C/L |
| over 8 | 12.50 * | 14.50 * | 01/04/23 | C/L |
| Lost Ticket | 12.50 * | 14.50 * | 01/04/23 | C/L |
| Solo Motorcycle | No charge * | 2.10 * | 01/04/23 | C/L |
| Overnight (Period Hours) | 1.50 * | 1.50 * | 01/04/21 | L |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Market Place (Non-market days) | | | | |
| 0 - 1 | 1.50 * | 2.10 * | 01/04/23 | C/L |
| 1 - 2 | 2.50 * | 3.60 * | 01/04/23 | C/L |
| Overnight (Non-market days & Period Hours) | 1.50 * | 1.50 * | 01/04/21 | L |
| <div style="border: 1px solid black; padding: 5px; margin: 0 auto; width: 80%;"> <p style="color: #0070C0; font-style: italic;">Reminder and extention texts from the supplier are charges directly to the customer. These are optional charges and not charged by the Council.</p> </div> | | | | |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Hornchurch & Upminster Area Car Parks | | | | |
| Monday to Saturday (Period Hours) | | | | |
| 0 - 1 | 1.50 * | Withdrawn * | 01/04/23 | L |
| 0 - 30 Mins | * | No charge * | 01/04/23 | L |
| 30 Mins - 1 | * | 2.10 * | 01/04/23 | NEW |
| 1 - 2 | 2.50 * | 3.60 * | 01/04/23 | C/L |
| 2 - 3 | 3.50 * | 5.10 * | 01/04/23 | C/L |
| 3 - 4 | 4.50 * | 6.60 * | 01/04/23 | C/L |
| 4 - 5 | 5.50 * | 8.10 * | 01/04/23 | C/L |
| 5 - 6 | 6.50 * | 9.60 * | 01/04/23 | C/L |
| 6 - 7 | 10.50 * | 11.50 * | 01/04/23 | C/L |
| 7 - 8 | 11.50 * | 13.00 * | 01/04/23 | C/L |
| 8 - 12 | 12.50 * | 14.50 * | 01/04/23 | C/L |
| Solo Motorcycles | No charge * | 2.10 * | 01/04/23 | C/L |
| Overnight (Period Hours) | 1.50 * | 1.50 * | 01/04/21 | L |

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D - Increase recommended by Head of Service

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| All Car Parks Excluding Romford (Hornchurch, Upminster, Collier Row, Cranham, Elm Park, Gidea Park & Rainham Area Car parks) | | | | |
| Monday to Saturday (Period Hours) | | | | |
| 0 - 30 mins | No charge * | No charge * | 01/04/21 | L |
| 30 min - 1 | 1.50 * | 2.10 * | 01/04/23 | C/L |
| 1 - 2 | 2.50 * | 3.60 * | 01/04/23 | C/L |
| 2 - 3 | 3.50 * | 5.10 * | 01/04/23 | C/L |
| 3 - 4 | 4.50 * | 6.60 * | 01/04/23 | C/L |
| 4 - 5 | 5.50 * | 8.10 * | 01/04/23 | C/L |
| 5 - 6 | 6.50 * | 9.60 * | 01/04/23 | C/L |
| 6 - 7 | 10.50 * | 11.50 * | 01/04/23 | C/L |
| 7 - 8 | 11.50 * | 13.00 * | 01/04/23 | C/L |
| 8 - 12 | 12.50 * | 14.50 * | 01/04/23 | C/L |
| Solo Motorcycles | No charge * | 2.10 * | 01/04/23 | C/L |
| Overnight (Period Hours) | 1.50 * | 1.50 * | 01/04/19 | L |
| Sunday | No charge * | No charge * | 01/04/19 | L |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|-------------------------------------|--|--|--|---|
| Season Tickets | | | | |
| Romford Central Area | | | | |
| All car parks: | | | | |
| Per quarter | 210.00 * | 336.00 * | 01/04/23 | C/L |
| Per month | 75.00 * | 120.00 * | 01/04/23 | C/L |
| Outside Romford Central Area | | | | |
| 5 Day season – Balgores Square: | | | | |
| per quarter | 210.00 * | 336.00 * | 01/04/23 | C/L |
| per month | 75.00 * | 120.00 * | 01/04/23 | C/L |
| All other car parks: | | | | |
| per quarter | 170.00 * | 291.20 * | 01/04/23 | C/L |
| per month | 65.00 * | 104.00 * | 01/04/23 | C/L |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| On Street Pay and Display | | | | |
| Upminster Road South Monday to Saturday (Maximum Stay 1 hour) | | | | |
| 0 - 30 mins | No charge | No charge | 06/04/15 | L |
| 30 min - 1 hour | 2.10 | 2.10 | 14/11/22 | L |
| Overnight (Period Hours) | No charge | No charge | 01/04/19 | L |
| | | | | |
| Sunday | No charge | No charge | 01/04/19 | L |
| | | | | |
| Romford | | | | |
| Monday to Saturday (Maximum Stay 3 hours) | | | | |
| 0 mins - 1 hour | No Charge | 2.10 | 01/04/23 | NEW |
| 1 - 2 | 2.50 | 3.60 | 01/04/23 | C/L |
| 2 - 3 | 3.50 | 5.10 | 01/04/23 | C/L |
| Overnight (Period Hours) | No charge | No charge | 01/04/19 | L |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| On Street Pay and Display (continued) | | | | |
| Ardleigh Green, Collier Row, Cranham, Elm Park, Gidea Park, Harold Hill, Harold Wood & Rainham, Honchurch & Upminster Town Centres (Monday to Saturday (Maximum Stay 3 Hours)) | | | | |
| 0 - 30 mins | No charge | No charge | 01/04/19 | L |
| 30 min -1 hour | 1.50 | 2.10 | 01/04/23 | C/L |
| 1 - 2 hours | 2.50 | 3.60 | 01/04/23 | C/L |
| 2 - 3 hours | 3.50 | 5.10 | 01/04/23 | C/L |
| Sunday | No charge | No charge | 01/04/19 | L |
| Overnight (Period Hours) | No charge | No charge | 01/04/19 | L |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Controlled Parking Zones | | | | |
| Resident's parking permit (per annum) | | | | |
| 1st Permit per household | 35.00 | 40.00 | 01/04/23 | C/L |
| 2nd Permit per household | 60.00 | 80.00 | 01/04/23 | C/L |
| 3rd Permit per household | 85.00 | 120.00 | 01/04/23 | C/L |
| Resident's visitor permits (book of 10) | 13.00 | 20.00 | 01/04/23 | C/L |
| Resident's All Day visitor permits (book of 10) | 39.00 | 60.00 | 01/04/23 | C/L |
| Resident's Hourly visitor permits (book of 10) | 10.00 | Withdrawn | 01/04/23 | C/L |
| Business parking permits (per annum) | 200.00 | 300.00 | 01/04/23 | C/L |
| Commuter Bays (per annum) | 500.00 | 952.00 | 01/04/23 | C/L |
| Domestic Carer Permit (per annum) | 40.00 | 40.00 | 01/04/21 | L |
| Amendment to existing permit | 25.50 | Withdrawn | 01/04/23 | C/L |
| Cancellation of permit | 15.00 | Withdrawn | 01/04/23 | C/L |
| Other Miscellaneous Charges | | | | |
| Waiver | 20.00 | 20.00 | 01/04/21 | L |
| Health and Homecare Permit (per annum) | | | | |
| Amendment to existing permit | 60.00 | 80.00 | 01/04/23 | C/L |
| Cancellation of permit | 22.50 | Withdrawn | 01/04/23 | C/L |
| Cancellation of permit | 15.00 | Withdrawn | 01/04/23 | C/L |
| Resident Season Ticket Car Parks (per annum) | 200.00 * | 200.00 * | 01/04/21 | L |

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Neighbourhoods Public Realm

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Disabled Blue Badge (per 3 years) | 10.00 | 10.00 | 01/01/12 | L |
| Car Parking in Parks and Open Spaces Effective 01/04/2019 Maximum Stay 3 hours Mon - Saturday 8.00am to 6.30pm. | | | | |
| 0 - 1 | 1.50 * | No charge | 01/04/23 | C/L |
| 1 - 2 | 2.50 * | No charge | 01/04/23 | C/L |
| 2 - 3 | 3.50 * | No charge | 01/04/23 | C/L |
| 3 - 4 | 4.50 * | Withdrawn | 01/04/23 | C/L |
| 4 - 5 | 5.50 * | Withdrawn | 01/04/23 | C/L |
| Blue Badge holders (for up to 3 hours) | No charge * | No charge | 01/04/21 | L |
| VEHICLE PARKING - WITHIN PARKS AND OPEN SPACES ONLY | | | | |
| Release of vehicles that have been locked in a car park | 80.00 | 80.00 | 01/04/21 | L |
| Fee for vehicle left in car park overnight | 107.00 | 107.00 | 01/04/21 | L |

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(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Events Charging For Traffic Management and Parking | | | | |
| 0 - 50 attendees | 110.00 * | Withdrawn * | 01/04/23 | C/P |
| 51 - 100 attendees | 219.00 * | Withdrawn * | 01/04/23 | C/P |
| 101 - 1000 attendees | 546.00 * | Withdrawn * | 01/04/23 | C/P |
| 1001+ attendees | 1,092.00 * | Withdrawn * | 01/04/23 | C/P |
| plus hourly rate of £72 per hour | 72.00 * | Withdrawn * | 01/04/23 | C/P |
| Traffic Management per road closure if no diversion required | | 384.00 * | 01/04/23 | NEW |
| An additional charge to be applied to the above charge for complex Traffic Management costed on application | | Bespoke Rate | 01/04/23 | NEW |
| Special Event Road closure | | 1,200.00 * | 01/04/23 | NEW |
| (i) Parking Bay suspensions | | | | |
| Price per parking space per day (1 - 7 days) | 51.00 | 60.00 | 01/04/23 | C/L |
| Price per parking space per day (8 - 14 days) | 103.00 | 115.00 | 01/04/23 | C/L |
| Price per parking space per day (15 days +) | 154.00 | 170.00 | 01/04/23 | C/L |

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Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| ENVIRONMENTAL HEALTH: | | | | |
| Defra | | | | |
| Stray Dog Service - Environmental Protection (Stray Dogs) Regulation 1992 | | | | |
| Impounding fee per dog | 25.00 | 25.00 | 01/04/92 | P |
| Gambling Act 2005 | | | | |
| Bingo club - Gambling Act 2005 Dept. of Culture and Media and Sport | | | | |
| Copy licence | 25.00 | 25.00 | 01/10/06 | P |
| Notification of change | 50.00 | 50.00 | 01/10/06 | P |
| Betting shop - Dept. of Culture and Media and Sport | | | | |
| Copy licence | 25.00 | 25.00 | 01/10/06 | P |
| Notification of change | 50.00 | 50.00 | 01/10/06 | P |
| Betting premises tracks - Dept. of Culture and Media and Sport | | | | |
| Copy licence | 25.00 | 25.00 | 01/10/06 | P |
| Notification of change | 50.00 | 50.00 | 01/10/06 | P |

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Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Family entertainment centres - Dept. of Culture and Media and Sport | | | | |
| Application to vary | 1,000.00 | 1,000.00 | 01/10/06 | P |
| Copy licence | 25.00 | 25.00 | 01/10/06 | P |
| Notification of change | 50.00 | 50.00 | 01/10/06 | P |
| Adult gaming centres - Dept. of Culture and Media and Sport | | | | |
| Application to vary | 1,000.00 | 1,000.00 | 01/10/06 | P |
| Copy licence | 25.00 | 25.00 | 01/10/06 | P |
| Notification of change | 50.00 | 50.00 | 01/10/06 | P |
| Lottery - Dept. of Culture and Media and Sport | | | | |
| New registration | 40.00 | 40.00 | 01/10/06 | P |
| Annual re registration | 20.00 | 20.00 | 01/10/06 | P |
| Permit fees - Dept. of Culture and Media and Sport | | | | |
| Notification of right of licensed premises to have 2 gaming machines | 50.00 | 50.00 | 01/10/06 | P |
| Family entertainment centre - Dept. of Culture and Media and Sport | | | | |
| New application | 300.00 | 2,000.00 | 01/04/23 | D/P |
| Change of name | 25.00 | 25.00 | 01/10/06 | P |
| Copy of permit | 15.00 | 15.00 | 01/10/06 | P |

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Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Prize Gaming permit (S 16) Dept. of Culture and Media and Sport | | | | |
| New application | 300.00 | 300.00 | 31/03/05 | P |
| Change of name | 25.00 | 25.00 | 31/03/05 | P |
| Copy of permit | 15.00 | 15.00 | 31/03/05 | P |
| Licensed premises gaming machine permit - Dept. of Culture Media and Sport | | | | |
| New application (new operator) | 150.00 | 150.00 | 31/03/05 | P |
| New application (existing operator) | 100.00 | 100.00 | 31/03/05 | P |
| Vary a permit | 100.00 | 100.00 | 31/03/05 | P |
| Transfer application | 25.00 | 25.00 | 31/03/05 | P |
| Annual fee (1st fee payable within 30 days of issue) | 50.00 | 50.00 | 31/03/05 | P |
| Change of name | 25.00 | 25.00 | 31/03/05 | P |
| Copy of permit | 15.00 | 15.00 | 31/03/05 | P |

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Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Club gaming machine permit - Dept. of Culture and Media and Sport | | | | |
| New application | 200.00 | 200.00 | 31/03/05 | P |
| Renewal | 100.00 | 100.00 | 31/03/05 | P |
| New application (existing operator) | 100.00 | 100.00 | 31/03/05 | P |
| Vary a permit | 100.00 | 100.00 | 31/03/05 | P |
| Copy of permit | 15.00 | 15.00 | 31/03/05 | P |
| Annual fee (1st fee payable within 30 days of issue) | 50.00 | 50.00 | 31/03/05 | P |
| Environment Protection Act (Defra) | | | | |
| Application Fee | | | | |
| Standard Process | 1,650.00 | 1,650.00 | 01/04/18 | P |
| Additional fee for operating without a permit | 1,188.00 | 1,188.00 | 01/04/18 | P |
| Reduced fee activities (except VRs) | 155.00 | 155.00 | 01/04/19 | P |
| Vehicle refinisher | 362.00 | 362.00 | 01/04/18 | P |
| Service station PVR I & II combined | 257.00 | 257.00 | 01/04/18 | P |
| Reduced fee activities: Additional fee for operating without a permit. | 71.00 | 71.00 | 01/04/19 | P |

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Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Environment Protection Act (Defra) (continued) | | | | |
| Mobile screening and crushing plant | 1,650.00 | 1,650.00 | 01/04/18 | P |
| For the third to seventh applications | 985.00 | 985.00 | 01/04/18 | P |
| For the eight and subsequent applications | 498.00 | 498.00 | 01/04/18 | P |
| Note: Where an application for any of the above is for a combined Part B and waste application, add an extra £310 to the above amounts | | | | |
| Annual subsistence charge | | | | |
| Standard process Low (+£103) | 772.00 | 772.00 | 01/04/18 | P |
| Standard process Medium (+£156) | 1,161.00 | 1,161.00 | 01/04/18 | P |
| Standard process High (+£207) | 1,747.00 | 1,747.00 | 01/04/18 | P |
| <i>(+) to be added when the above standard process is for combined part B and waste site</i> | | | | |
| Service stations PVR l/dry cleaner/ waste oil burner <0.4MW | | | | |
| Low | 79.00 | 79.00 | 01/04/18 | P |
| Medium | 158.00 | 158.00 | 01/04/18 | P |
| High | 237.00 | 237.00 | 01/04/18 | P |

Basis of Increase:

C - An increase dependent on committee approval

G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Environment Protection Act (Defra) (continued) | | | | |
| Vehicle refinisher | | | | |
| Low | 228.00 | 228.00 | 01/04/18 | P |
| Medium | 365.00 | 365.00 | 01/04/18 | P |
| High | 548.00 | 548.00 | 01/04/18 | P |
| Service station PVRI and II combined | | | | |
| Low | 113.00 | 113.00 | 01/04/18 | P |
| Medium | 226.00 | 226.00 | 01/04/18 | P |
| High | 341.00 | 341.00 | 01/04/18 | P |
| Odourising of natural gas | | | | |
| Low | 79.00 | 79.00 | 01/04/19 | P |
| Medium | 158.00 | 158.00 | 01/04/19 | P |
| High | 237.00 | 237.00 | 01/04/19 | P |
| Mobile screening and crushing plant For the first and second plants | | | | |
| Low | 626.00 | 626.00 | 01/04/19 | P |
| Medium | 1,034.00 | 1,034.00 | 01/04/18 | P |
| High | 1,551.00 | 1,551.00 | 01/04/19 | P |

Basis of Increase:

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G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Environment Protection Act (Defra) (continued) | | | | |
| For the third to seventh applications | | | | |
| Low | 385.00 | 385.00 | 01/04/18 | P |
| Medium | 617.00 | 617.00 | 01/04/18 | P |
| High | 924.00 | 924.00 | 01/04/18 | P |
| For the eighth and subsequent applications | | | | |
| Low | 198.00 | 198.00 | 01/04/18 | P |
| Medium | 316.00 | 316.00 | 01/04/19 | P |
| High | 473.00 | 473.00 | 01/04/18 | P |
| Transfer and Surrender of a permit | | | | |
| Standard process transfer | 169.00 | 169.00 | 01/04/18 | P |
| Standard process partial transfer | 497.00 | 497.00 | 01/04/18 | P |
| New operator at low risk reduced fee activity | 78.00 | 78.00 | 01/04/18 | P |
| Surrender: all Part B activities | No charge | No charge | 01/05/12 | P |
| Transfer : Service Stations and Waste Oil burners <0.4MW | No charge | No charge | 01/05/12 | P |
| Reduced fee activities: Transfer | No charge | No charge | 01/05/12 | P |
| Reduced fee activities: partial transfer | 47.00 | 47.00 | 01/04/18 | P |

Basis of Increase:

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Transfer and Surrender of a permit (continued) | | | | |
| Temporary | | | | |
| First transfer | 53.00 | 53.00 | 01/04/19 | P |
| Transfer for mobiles | | | | |
| Repeat transfer | 11.00 | 11.00 | 01/04/19 | P |
| Repeat following enforcement or warning | 53.00 | 53.00 | 01/04/19 | P |
| Substantial changes to s10 and s11 | | | | |
| One off annual payment | | | | |
| Standard process | 1,050.00 | 1,050.00 | 01/04/18 | P |
| Standard process where the substantial change results in a new PPC activity | 1,650.00 | 1,650.00 | 01/04/18 | P |
| Reduced fee activities | 102.00 | 102.00 | 01/04/18 | P |
| Note: Reduced fee activities are; Service Stations, Vehicle Refinishers, Dry Cleaners and Small Waste Oil burners under 0.4MW | | | | |

Basis of Increase:

C - An increase dependent on committee approval

G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Environmental Protection Act (DEFRA): LAPPC mobile plant charges | | | | |
| Number of Permits | | | | |
| 1 Low | 646.00 | 646.00 | 01/04/19 | P |
| 1 Medium | 1,034.00 | 1,034.00 | 01/04/19 | P |
| 1 High | 1,506.00 | 1,506.00 | 01/04/19 | P |
| 2 Low | 646.00 | 646.00 | 01/04/19 | P |
| 2 Medium | 1,034.00 | 1,034.00 | 01/04/19 | P |
| 2 High | 1,506.00 | 1,506.00 | 01/04/19 | P |
| 3 Low | 385.00 | 385.00 | 01/04/19 | P |
| 3 Medium | 617.00 | 617.00 | 01/04/19 | P |
| 3 High | 924.00 | 924.00 | 01/04/19 | P |
| 4 Low | 385.00 | 385.00 | 01/04/19 | P |
| 4 Medium | 617.00 | 617.00 | 01/04/19 | P |
| 4 High | 924.00 | 924.00 | 01/04/19 | P |
| 5 Low | 385.00 | 385.00 | 01/04/19 | P |
| 5 Medium | 617.00 | 617.00 | 01/04/19 | P |
| 5 High | 924.00 | 924.00 | 01/04/19 | P |
| 6 Low | 385.00 | 385.00 | 01/04/19 | P |
| 6 Medium | 617.00 | 617.00 | 01/04/19 | P |
| 6 High | 924.00 | 924.00 | 01/04/19 | P |

Basis of Increase:

C - An increase dependent on committee approval

G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Environmental Protection Act (DEFRA): LAPPC mobile plant charges (continued) | | | | |
| 7 Low | 385.00 | 385.00 | 01/04/19 | P |
| 7 Medium | 617.00 | 617.00 | 01/04/19 | P |
| 7 High | 924.00 | 924.00 | 01/04/19 | P |
| 8 and over Low | 198.00 | 198.00 | 01/04/19 | P |
| 8 and over Medium | 316.00 | 316.00 | 01/04/19 | P |
| 8 and over High | 473.00 | 473.00 | 01/04/19 | P |
| <p>Note: Subsistence charges can be paid in four equal quarterly instalments 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.</p> | | | | |

Basis of Increase:

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- I - Based on relevant inflationary change
- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

- P - The Corporate Charging Policy
- L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Licensing Act 2003 fees set by Home Office | | | | |
| Application for the grant or renewal of a personal licence | 37.00 | 37.00 | 01/11/05 | P |
| Temporary event notice | 21.00 | 21.00 | 01/11/05 | P |
| Theft, loss, etc. of premises licence or summary | 21.00 | 21.00 | 01/11/05 | P |
| Application for a provisional statement where premises being built etc. | 10.50 | 10.50 | 01/11/05 | P |
| Notification of change of name or address | 10.50 | 10.50 | 01/11/05 | P |
| Application to vary licence to specify individual as premises supervisor | 23.00 | 23.00 | 01/11/05 | P |
| Application for transfer of premises licence | 23.00 | 23.00 | 01/11/05 | P |
| Interim authority notice following death etc. of licence holder | 10.50 | 10.50 | 01/11/05 | P |
| Theft, loss etc. of certificate or summary | 23.00 | 23.00 | 01/11/05 | P |
| Notification of change of name or alteration of rules of club | 23.00 | 23.00 | 01/11/05 | P |
| Change of relevant registered address of club | 23.00 | 23.00 | 01/11/05 | P |
| Theft, loss etc. of temporary event notice | 10.50 | 10.50 | 01/11/05 | P |
| Theft, loss etc. of personal licence | 10.50 | 10.50 | 01/11/05 | P |
| Duty to notify change of name or address | 10.50 | 10.50 | 01/11/05 | P |
| Right of freeholder etc. to be notified of licensing matters | 10.50 | 10.50 | 01/11/05 | P |

Basis of Increase:

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- I - Based on relevant inflationary change
- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

- P - The Corporate Charging Policy
- L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Main Fee Levels | | | | |
| Based on non domestic rateable value: | | | | |
| Band A | £0 - £4,300 | | | |
| Band B | £4,301 - £33,000 | | | |
| Band C | £33,001 - £87,000 | | | |
| Band D | £87,001 - £125,000 | | | |
| Band E | £125,001 and over | | | |
| Premises Licences | | | | |
| New Applications and variation | | | | |
| Band A | 100.00 | 100.00 | 01/11/05 | P |
| Band B | 190.00 | 190.00 | 01/11/05 | P |
| Band C | 315.00 | 315.00 | 01/11/05 | P |
| Band D | 450.00 | 450.00 | 01/11/05 | P |
| Band E | 635.00 | 635.00 | 01/11/05 | P |
| 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 | 01/11/05 | P |
| Band E x 3 | 1,905.00 | 1,905.00 | 01/11/05 | P |

Basis of Increase:

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G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

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Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Premises Licences (continued) | | | | |
| Annual maintenance fee to keep premises licence current. | | | | |
| Band A | 70.00 | 70.00 | 01/11/05 | P |
| Band B | 180.00 | 180.00 | 01/11/05 | P |
| Band C | 295.00 | 295.00 | 01/11/05 | P |
| Band D | 320.00 | 320.00 | 01/11/05 | P |
| Band E | 350.00 | 350.00 | 01/11/05 | P |
| Annual charge 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 | 640.00 | 640.00 | 01/11/05 | P |
| Band E x 3 | 1,050.00 | 1,050.00 | 01/11/05 | P |
| Additional Fees | | | | |
| There are additional fees for premises licence applications, and the annual fee for exceptionally large scale events (5000+), unless certain conditions apply. Please read Regulation 4(4) and 4(5) of the licensing Act (Fees) Regulations 2005. | | | | |

Basis of Increase:

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- I - Based on relevant inflationary change
- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

- P - The Corporate Charging Policy
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Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Additional Premises licence fee | | | | |
| Numbers in attendance at any one time | | | | |
| 5,000 - 9,999 | 1,000.00 | 1,000.00 | 01/11/05 | P |
| 10,000 - 14,999 | 2,000.00 | 2,000.00 | 01/11/05 | P |
| 15,000 - 19,999 | 4,000.00 | 4,000.00 | 01/11/05 | P |
| 20,000 - 29,999 | 8,000.00 | 8,000.00 | 01/11/05 | P |
| 30,000 - 39,999 | 16,000.00 | 16,000.00 | 01/11/05 | P |
| 40,000 - 49,999 | 24,000.00 | 24,000.00 | 01/11/05 | P |
| 50,000 - 59,999 | 32,000.00 | 32,000.00 | 01/11/05 | P |
| 60,000 - 69,999 | 40,000.00 | 40,000.00 | 01/11/05 | P |
| 70,000 - 79,999 | 48,000.00 | 48,000.00 | 01/11/05 | P |
| 80,000 - 89,999 | 56,000.00 | 56,000.00 | 01/11/05 | P |
| 90,000 and over | 64,000.00 | 64,000.00 | 01/11/05 | P |

Basis of Increase:

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G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Additional annual maintenance fee payable (if applicable) | | | | |
| Numbers in attendance at any one time | | | | |
| 5,000 - 9,999 | 500.00 | 500.00 | 01/11/05 | P |
| 10,000 - 14,999 | 1,000.00 | 1,000.00 | 01/11/05 | P |
| 15,000 - 19,999 | 2,000.00 | 2,000.00 | 01/11/05 | P |
| 20,000 - 29,999 | 4,000.00 | 4,000.00 | 01/11/05 | P |
| 30,000 - 39,999 | 8,000.00 | 8,000.00 | 01/11/05 | P |
| 40,000 - 49,999 | 12,000.00 | 12,000.00 | 01/11/05 | P |
| 50,000 - 59,999 | 16,000.00 | 16,000.00 | 01/11/05 | P |
| 60,000 - 69,999 | 20,000.00 | 20,000.00 | 01/11/05 | P |
| 70,000 - 79,999 | 24,000.00 | 24,000.00 | 01/11/05 | P |
| 80,000 - 89,999 | 28,000.00 | 28,000.00 | 01/11/05 | P |
| 90,000 and over | 32,000.00 | 32,000.00 | 01/11/05 | P |

Basis of Increase:

C - An increase dependent on committee approval

G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|-----------------------------------|--|--|--|---|
| Club premises certificates | | | | |
| New application variation | | | | |
| Band A | 100.00 | 100.00 | 01/11/05 | P |
| Band B | 190.00 | 190.00 | 01/11/05 | P |
| Band C | 315.00 | 315.00 | 01/11/05 | P |
| Band D | 450.00 | 450.00 | 01/11/05 | P |
| Band E | 635.00 | 635.00 | 01/11/05 | P |
| Annual maintenance fee | | | | |
| Band A | 70.00 | 70.00 | 01/11/05 | P |
| Band B | 180.00 | 180.00 | 01/11/05 | P |
| Band C | 295.00 | 295.00 | 01/11/05 | P |
| Band D | 320.00 | 320.00 | 01/11/05 | P |
| Band E | 350.00 | 350.00 | 01/11/05 | P |

Basis of Increase:

C - An increase dependent on committee approval

G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Explosives Regulations 2014 (set by HSE) Registration (Unlimited) initial application | 500.00 | 500.00 | 01/04/17 | P |
| Fireworks Explosives Regulations Health & Safety and Nuclear (Fees) Regulations 2016 Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, no minimum separation distance or a 0 metres separation distance is prescribed: (Storage of up to 250kg NEQ) | | | | |
| New | | | | |
| New application 1 year | 111.00 | 111.00 | 01/04/22 | P |
| New application 2 years | 144.00 | 144.00 | 01/04/22 | P |
| New application 3 years | 177.00 | 177.00 | 01/04/22 | P |
| New application 4 years | 211.00 | 211.00 | 01/04/22 | P |
| New application 5 years | 243.00 | 243.00 | 01/04/22 | P |
| Renewals | | | | |
| Renewal 1 year | 55.00 | 55.00 | 01/04/22 | P |
| Renewal 2 years | 88.00 | 88.00 | 01/04/22 | P |
| Renewal 3 years | 123.00 | 123.00 | 01/04/22 | P |
| Renewal 4 years | 155.00 | 155.00 | 01/04/22 | P |
| Renewal 5 years | 189.00 | 189.00 | 01/04/22 | P |

Basis of Increase:

C - An increase dependent on committee approval

G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Explosives Regulations 2014 (set by HSE) continued | | | | |
| Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is required: (Storage between 250kg and 2,000kg NEQ) | | | | |
| New | | | | |
| New application 1 year | 189.00 | 189.00 | 01/04/22 | P |
| New application 2 years | 248.00 | 248.00 | 01/04/22 | P |
| New application 3 years | 311.00 | 311.00 | 01/04/22 | P |
| New application 4 years | 382.00 | 382.00 | 01/04/22 | P |
| New application 5 years | 432.00 | 432.00 | 01/04/22 | P |
| Renewals | | | | |
| Renewal 1 year | 88.00 | 88.00 | 01/04/22 | P |
| Renewal 2 years | 150.00 | 150.00 | 01/04/22 | P |
| Renewal 3 years | 211.00 | 211.00 | 01/04/22 | P |
| Renewal 4 years | 272.00 | 272.00 | 01/04/22 | P |
| Renewal 5 years | 333.00 | 333.00 | 01/04/22 | P |
| Varying a licence (For any other variation-the reasonable cost to the licensing authority of having the work carried out) | | | | |
| Varying the name of licensee or address of site | 37.00 | 37.00 | 01/04/22 | P |
| Transfer of licence | 37.00 | 37.00 | 01/04/22 | P |
| Replacement of licence if lost | 37.00 | 37.00 | 01/04/22 | P |

Basis of Increase:

C - An increase dependent on committee approval

G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| ENVIRONMENTAL HEALTH: | | | | |
| Keeping of dangerous wild animals (Dangerous Wild Animals Act 1976) | | | | |
| New application Part A | 372.00 | 384.00 | 01/04/23 | I/N/P |
| New application Part B | 112.00 | 116.00 | 01/04/23 | I/N/P |
| Note: total fee for new application £500 | | | | |
| Renewal Part A | 372.00 | 384.00 | 01/04/23 | I/N/P |
| Renewal Part B | 112.00 | 116.00 | 01/04/23 | I/N/P |
| Note: total fee for renewal £500 | | | | |
| Replacement or Copy of Keeping of dangerous wild animals Application/Renewal | 48.00 | 50.00 | 01/04/23 | N/D/L |

Basis of Increase:

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- G - An increase below inflation in line with a corporate growth plan
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- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

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- L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| ENVIRONMENTAL HEALTH: | | | | |
| Animal Welfare Licences (The Animal Welfare (Licensing of Activities Involving Animals) England) Regulations 2018 | | | | |
| Providing and arranging boarding for cat/dog kennels, home boarding for dogs | | | | |
| New Application Part B (Issue Fee) | 382.00 | 394.00 | 01/04/23 | N/L |
| Renewal Part A (Application Fee) | 191.00 | 197.00 | 01/04/23 | N/L |
| Note: total fee for new application £591 | | | | |
| Renewal Part B (Issue Fee) | 350.00 | 361.00 | 01/04/23 | N/L |
| Note: total fee for renewal application £493 | 128.00 | 132.00 | 01/04/23 | N/L |
| Dog Daycare | | | | |
| Dog Daycare Part A (Application Fee) | 382.00 | 394.00 | 01/04/23 | N/L |
| Dog Daycare Part 3 (Issue Fee) | 191.00 | 197.00 | 01/04/23 | N/L |
| Note: total fee for new application £591 | | | | |
| Renewal Part A (Application Fee) | 350.00 | 361.00 | 01/04/23 | N/L |
| Renewal Part B (Issue Fee) | 128.00 | 132.00 | 01/04/23 | N/L |
| Note: total fee for renewal application £493 | | | | |

Basis of Increase:

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Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Animal Welfare Licences (continued) | | | | |
| Dog Breeding | | | | |
| Dog Breeding Part A (Application Fee) (plus vet visit fee) | 414.00 | 427.00 | 01/04/23 | N/L |
| Dog Breeding Part B (Issue Fee) | 191.00 | 197.00 | 01/04/23 | N/L |
| Note: total fee for new application £624 | | | | |
| Renewal Part A (Application Fee)(plus vet fee visit fee) | 382.00 | 394.00 | 01/04/23 | N/L |
| Renewal Part B (Issue Fee) | 128.00 | 132.00 | 01/04/23 | N/L |
| Note: total fee for renewal application £526 | | | | |
| Pet Shop Operation | | | | |
| Pet Shop Operation Part A (Application Fee) | 382.00 | 394.00 | 01/04/23 | N/L |
| Pet Shop Operation Part B (Issue Fee) | 191.00 | 197.00 | 01/04/23 | N/L |
| Note: total fee for Pet Shop Operation £591 | | | | |
| Renewal Part A (Application Fee) | 350.00 | 361.00 | 01/04/23 | N/L |
| Renewal Part B (Issue Fee) | 128.00 | 132.00 | 01/04/23 | N/L |
| Note: total fee for renewal application £493 | | | | |

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

S - An increase above inflation in line with a corporate saving plan

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Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

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|---|--|--|--|---|
| Animal Welfare Licences (continued) | | | | |
| Hiring of Horses | | | | |
| Hiring of Horses (riding and/or instruction) Part A (Application Fee) (plus vet visit fee) | 414.00 | 427.00 | 01/04/23 | N/L |
| Hiring of Horses (riding and/or instruction) Part B (Issue Fee) | 191.00 | 197.00 | 01/04/23 | N/L |
| Note: total fee for Hiring of Horses £624 | | | | |
| Renewal Part A (Application Fee)(plus vet fee visit fee) | 382.00 | 394.00 | 01/04/23 | N/L |
| Renewal Part B (Issue Fee) | 128.00 | 132.00 | 01/04/23 | N/L |
| Note: total fee for renewal application £526 | | | | |
| Keeping or Training of Animals for Exhibitions | | | | |
| Keeping or training of animals for exhibition Part A (Application Fee) | 382.00 | 394.00 | 01/04/23 | N/L |
| Keeping or training of animals for exhibition Part B (Issue Fee) | 191.00 | 197.00 | 01/04/23 | N/L |
| Note: total fee for Keeping or training of animals for exhibition £591 | | | | |
| Renewal Part A (Application Fee) | 350.00 | 361.00 | 01/04/23 | N/L |
| Renewal Part B (Issue Fee) | 128.00 | 132.00 | 01/04/23 | N/L |
| Note: total fee for renewal application £493 | | | | |
| Variation of Licence | 318.00 | 328.00 | 01/04/23 | N/L |
| Re-rating of Premises | 286.00 | 295.00 | 01/04/23 | N/L |
| Amendment Fee/Replacement Licence for a lost or defaced Licence | 48.00 | 50.00 | 01/04/23 | N/L |
| Transfer Fee | 191.00 | 197.00 | 01/04/23 | N/L |

Basis of Increase:

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Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Special treatment establishments (London Local Authority Act 1991) | | | | |
| High risk single treatment New Part A | 574.00 | 592.00 | 01/04/23 | I/N/P |
| High risk single treatment New Part B | 170.00 | 176.00 | 01/04/23 | I/N/P |
| Note: total fee for new application £768 | | | | |
| High risk Multiple treatment New Part A | 709.00 | 731.00 | 01/04/23 | I/N/P |
| High risk Multiple treatment New Part B | 170.00 | 176.00 | 01/04/23 | I/N/P |
| Note: total fee for new application £907 | | | | |
| High risk renewal single treatment Part A | 170.00 | 176.00 | 01/04/23 | I/N/P |
| High risk renewal single treatment Part B | 170.00 | 176.00 | 01/04/23 | I/N/P |
| Note: total fee for renewal £352 | | | | |
| High risk Renewal multiple treatment Part A | 236.00 | 244.00 | 01/04/23 | I/N/P |
| High risk Renewal multiple treatment Part B | 170.00 | 176.00 | 01/04/23 | I/N/P |
| Note: total fee for renewal £420 | | | | |
| Variation (additional treatment High risk) | 338.00 | 349.00 | 01/04/23 | I/P |

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

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L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Special treatment establishments (Cont.) | | | | |
| <p>**surcharge to be paid for renewal applications that are received within 30 days from the date the licence lapsed. Any renewal applications received after that period will not be accepted and a new application and associated fee will be required.</p> | | | | |
| low risk single treatment New Part A | 372.00 | 384.00 | 01/04/23 | I/N/P |
| low risk single treatment New Part B | 170.00 | 176.00 | 01/04/23 | I/N/P |
| Note: total fee for new application £560 | | | | |
| low risk multiple treatment New Part A | 507.00 | 523.00 | 01/04/23 | I/N/P |
| low risk multiple treatment New Part B | 170.00 | 176.00 | 01/04/23 | I/N/P |
| Note: total fee for new application £699 | | | | |

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- I - Based on relevant inflationary change
- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

- P - The Corporate Charging Policy
- L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Special treatment establishments (Cont.) | | | | |
| Low risk renewal single treatment Part A | 112.00 | 116.00 | 01/04/23 | I/N/P |
| Low risk renewal single treatment Part B | 170.00 | 176.00 | 01/04/23 | I/N/P |
| Note: total fee for renewal £292 | | | | |
| Low risk renewal multiple treatment Part A | 170.00 | 176.00 | 01/04/23 | I/N/P |
| Low risk renewal multiple treatment Part B | 170.00 | 176.00 | 01/04/23 | I/N/P |
| Note: total fee for renewal £352 | | | | |
| Variation (additional treatment low risk)~ | 170.00 | 176.00 | 01/04/23 | I/N/P |
| Change of details/transfer | 112.00 | 116.00 | 01/04/23 | I/N/P |
| Late renewal surcharge | 44.00 | 46.00 | 01/04/23 | I/N/P |
| Change of Therapist | 32.00 | 33.00 | 01/04/23 | I/N/P |
| Duplicate Special treatment establishments licence | 48.00 | 50.00 | 01/04/23 | N/D/L |
| ~ if the additional treatment is high risk the higher fee must be paid. | | | | |

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D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

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Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Zoo Licensing (Zoo Licensing Act 1981) | | | | |
| New Application Part A (Part B no charge) (plus vet visit fee) | 709.00 | 731.00 | 01/04/23 | I/N/P |
| Renewal (no change) Part A fee plus vet inspection fee | 507.00 | 523.00 | 01/04/23 | I/N/P |
| Alteration Part A plus vet inspection fee | 620.00 | 639.00 | 01/04/23 | I/N/P |
| Sex Establishment Licensing (Local Govt. Miscellaneous Provisions Act 1982) | | | | |
| New application Part A (Part B no charge) | 2,296.00 | 2,365.00 | 01/04/23 | I/N/P |
| Renewal Part A fee | 338.00 | 349.00 | 01/04/23 | I/N/P |
| Renewal Part B fee | 112.00 | 116.00 | 01/04/23 | I/N/P |
| Note: total fee for renewal £465 | | | | |
| Hypnotism consent (Hypnotism Act 1952) | | | | |
| New application Part A | 338.00 | 349.00 | 01/04/23 | I/N/P |

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- S - An increase above inflation in line with a corporate saving plan
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Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

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|--|--|--|--|---|
| Street Trading Licences (London Local Authorities Act 1990) | | | | |
| Subject to review and a separate consultation for proposed street trading protocol | | | | |
| Trading between 05:00 - 20:00 | | | | |
| Seven days per week | 2,366.00 | 2,437.00 | 01/04/23 | I/N/P |
| Six days per week | 2,028.00 | 2,089.00 | 01/04/23 | I/N/P |
| Five days per week | 1,695.00 | 1,746.00 | 01/04/23 | I/N/P |
| Four days per week | 1,352.00 | 1,393.00 | 01/04/23 | I/N/P |
| Three days per week | 1,018.00 | 1,049.00 | 01/04/23 | I/N/P |
| Two days per week | 677.00 | 698.00 | 01/04/23 | I/N/P |
| One day per week | 340.00 | 351.00 | 01/04/23 | I/N/P |
| Trading between 20:00 - 02:00 | | | | |
| Seven days per week | 2,928.00 | 3,016.00 | 01/04/23 | I/N/P |
| Six days per week | 2,511.00 | 2,587.00 | 01/04/23 | I/N/P |
| Five days per week | 2,092.00 | 2,155.00 | 01/04/23 | I/N/P |
| Four days per week | 1,675.00 | 1,726.00 | 01/04/23 | I/N/P |
| Three days per week | 1,254.00 | 1,292.00 | 01/04/23 | I/N/P |
| Two days per week | 830.00 | 855.00 | 01/04/23 | I/N/P |
| One day per week | 416.00 | 429.00 | 01/04/23 | I/N/P |
| These can be paid annually in advance | | | | |

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Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

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|---|--|--|--|---|
| Temporary Street Trading Licences (up to 6 months) | | | | |
| Trading between 05:00 and 20:00 | | | | |
| Seven days per week | 1,186.00 | 1,222.00 | 01/04/23 | I/N/P |
| Six days per week | 1,017.00 | 1,048.00 | 01/04/23 | I/N/P |
| Five days per week | 833.00 | 858.00 | 01/04/23 | I/N/P |
| Four days per week | 677.00 | 698.00 | 01/04/23 | I/N/P |
| Three days per week | 509.00 | 525.00 | 01/04/23 | I/N/P |
| Two days per week | 339.00 | 350.00 | 01/04/23 | I/N/P |
| One day per week | 172.00 | 178.00 | 01/04/23 | I/N/P |
| Temporary Street Trading Licences (up to 6 months) (continued) | | | | |
| Trading between 20:00 and 02:00 | | | | |
| Seven days per week | 1,465.00 | 1,509.00 | 01/04/23 | I/N/P |
| Six days per week | 1,260.00 | 1,298.00 | 01/04/23 | I/N/P |
| Five days per week | 1,049.00 | 1,081.00 | 01/04/23 | I/N/P |
| Four days per week | 837.00 | 863.00 | 01/04/23 | I/N/P |
| Three days per week | 628.00 | 647.00 | 01/04/23 | I/N/P |
| Two days per week | 420.00 | 433.00 | 01/04/23 | I/N/P |
| One day per week | 218.00 | 225.00 | 01/04/23 | I/N/P |

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|---|--|--|--|---|
| Daily Temporary Licence for special events | 48.00 | 50.00 | 01/04/23 | I/N/P |
| Duplicate Licence | 52.00 | 54.00 | 01/04/23 | I/N/P |
| Variations to existing Licences | 111.00 | 115.00 | 01/04/23 | I/N/P |
| Pavement Licence (Business and Planning Act 2020) Until 30th September 2022 | 100.00 | 100.00 | 01/04/21 | L |
| Stray Dog Service | | | | |
| Administration Fee | 11.00 | 11.00 | 01/04/20 | L |
| <i>The below Stray Dog Service fees are charged by the supplier directly to the customer.</i> | | | | |
| Weekdays 08:00 - 16:59 | 50.00 | 50.00 | 01/04/20 | L |
| Weekdays 17:00 - 23:59 | 65.00 | 65.00 | 01/04/20 | L |
| Weekends | 70.00 | 70.00 | 01/04/20 | L |
| Bank Holidays | 70.00 | 70.00 | 01/04/20 | L |
| Kennelling boarding charge per day per dog/part day | 14.00 | 14.00 | 01/04/20 | L |

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|--|--|--|--|---|
| Land Quality Reports | | | | |
| Written report that takes less than 2 hours to complete: | | | | |
| a) 5 working day response (where available and on request) | 592.00 * | 610.00 * | 01/04/23 | I/N/P |
| b) 20 working day response | 327.00 * | 337.00 * | 01/04/23 | I/N/P |
| For every hour over 2 hours | 97.00 * | 100.00 * | 01/04/23 | I/N/P |
| To respond to specific questions on land quality hourly rate | 97.00 * | 100.00 * | 01/04/23 | I/N/P |
| Mandatory HMO Licensing (Housing Act 2004) | | | | |
| Licences usually valid for 5 years | | | | |
| Up to 5 lettings | 1,183.00 | 1,219.00 | 01/04/23 | I/N/P |
| 6 - 9 lettings | 1,363.00 | 1,404.00 | 01/04/23 | I/N/P |
| 10 - 14 lettings | 1,563.00 | 1,610.00 | 01/04/23 | I/N/P |
| 15 - 19 lettings | 1,729.00 | 1,781.00 | 01/04/23 | I/N/P |
| 20 lettings and above | 1,897.00 | 1,954.00 | 01/04/23 | I/N/P |
| Additional fee for processing paper applications | 103.00 | 107.00 | 01/04/23 | I/N/P |

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|--|--|--|--|---|
| Additional HMO Licence (usually valid for 5 years) | | | | |
| Additional licence fees are split into two payments | | | | |
| Part A (application fee) | 550.00 | 550.00 | 01/04/20 | L |
| Part B (licensing fee) | 350.00 | 350.00 | 01/04/20 | L |
| Selective Licensing for Privately Rented Homes (usually valid for 5 years) | | | | |
| Selective licence fees are split into two payments | | | | |
| Part A (application fee) | 450.00 | 450.00 | 01/04/20 | L |
| Part B (licensing fee) | 450.00 | 450.00 | 01/04/20 | L |
| Additional fee for processing paper applications | 103.00 | 107.00 | 01/04/23 | D/L |
| Charge for assisted applications | | 107.00 | 01/04/23 | NEW |
| Discounts available* | | | | |
| Landlord accreditation scheme: | | | | |
| A £35 discount on the Part B fee only is available to accredited landlords. | | | | |
| Multi property discount: | | | | |
| *A discount of £100 per dwelling in the same building, after the first licence, providing each of the dwellings have common ownership and management control | | | | |
| **Discounts will not be applicable where the LA has served a warning letter for failure to licence the property. | | | | |

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Neighbourhoods Civil Protection

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|--|--|--|--|---|
| Caravan site licence (Caravan Sites and Control of Development Act 1960) | 425.00 | 438.00 | 01/04/23 | I/N/P |
| Miscellaneous housing-related fees | | | | |
| Fee for each type of statutory Notice served under Housing Act 2004 with the ability to add the cost of any report required from external experts such as Gas, Electricity or Structural Surveyors | 541.00 | 558.00 | 01/04/23 | I/L |
| Gambling Act 2005 Bingo Club premises | | | | |
| Fees set by LA (subject to maxima set by Govt.) | | | | |
| New premises application | 3,500.00 | 3,500.00 | 01/04/20 | P |
| Annual fee | 759.00 | 782.00 | 01/04/23 | I/N/P |
| Application to vary | 1,262.00 | 1,300.00 | 01/04/23 | I/N/P |
| Application to transfer | 639.00 | 659.00 | 01/04/23 | I/N/P |
| Application for reinstatement | 989.00 | 1,019.00 | 01/04/23 | I/N/P |
| Application for a provisional statement | 1,319.00 | 1,359.00 | 01/04/23 | I/N/P |
| License application (provisional statement holders) | 989.00 | 1,019.00 | 01/04/23 | I/N/P |

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(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Betting shop | | | | |
| New premises application | 1,296.00 | 1,335.00 | 01/04/23 | I/N/P |
| Annual fee | 600.00 | 600.00 | 01/04/20 | P |
| Application to vary | 969.00 | 999.00 | 01/04/23 | I/N/P |
| Application to transfer | 639.00 | 659.00 | 01/04/23 | I/N/P |
| Application for reinstatement | 990.00 | 1,020.00 | 01/04/23 | I/N/P |
| Application for a provisional statement | 1,320.00 | 1,360.00 | 01/04/23 | I/N/P |
| License application (provisional statement holders) | 990.00 | 1,020.00 | 01/04/23 | I/N/P |
| Betting premises tracks | | | | |
| New premises application | 2,500.00 | 2,500.00 | 01/04/20 | P |
| Annual fee | 999.00 | 999.00 | 01/04/22 | P |
| Application to vary | 1,250.00 | 1,250.00 | 01/04/22 | P |
| Application to transfer | 639.00 | 658.00 | 01/04/23 | I/N/P |
| Application for reinstatement | 950.00 | 950.00 | 01/04/22 | P |
| Application for a provisional statement | 2,500.00 | 2,500.00 | 01/04/20 | P |
| License application (provisional statement holders) | 950.00 | 950.00 | 01/04/22 | P |

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Family Entertainment centres | | | | |
| New premises application | 1,735.00 | 1,788.00 | 01/04/23 | I/N/P |
| Annual fee | 750.00 | 750.00 | 01/04/22 | P |
| Application to vary | 1,000.00 | 1,000.00 | 01/04/20 | P |
| Application to transfer | 639.00 | 659.00 | 01/04/23 | I/N/P |
| Application for reinstatement | 950.00 | 950.00 | 01/04/22 | P |
| Application for a provisional statement | 1,773.00 | 1,827.00 | 01/04/23 | I/N/P |
| License application (provisional statement holders) | 950.00 | 950.00 | 01/04/21 | P |
| Adult gaming centres | | | | |
| New premises application | 1,759.00 | 1,812.00 | 01/04/23 | I/N/P |
| Annual fee | 761.00 | 784.00 | 01/04/23 | I/N/P |
| Application to vary | 1,000.00 | 1,000.00 | 01/04/20 | P |
| Application to transfer | 639.00 | 659.00 | 01/04/23 | I/N/P |
| Application for reinstatement | 957.00 | 986.00 | 01/04/23 | I/N/P |
| Application for a provisional statement | 1,756.00 | 1,809.00 | 01/04/23 | I/N/P |
| License application (provisional statement holders) | 957.00 | 986.00 | 01/04/23 | I/N/P |

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Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Scrap Metal Dealers Act 2013 | | | | |
| Application for a new scrap metal site licence | 963.00 | 992.00 | 01/04/23 | I/N/P |
| Application for a new scrap metal collectors licence | 311.00 | 321.00 | 01/04/23 | I/N/P |
| Application for a variation of an existing site licence to a collectors licence | 156.00 | 161.00 | 01/04/23 | I/N/P |
| Application for a variation of an existing collectors licence to a site licence | 813.00 | 838.00 | 01/04/23 | I/N/P |
| Application for a variation of an existing licence not listed above | 215.00 | 222.00 | 01/04/23 | I/N/P |
| Renewal application for a site licence under Scrap Metal Dealers Act 2013 | 963.00 | 992.00 | 01/04/23 | I/N/P |
| Renewal application for a collectors licence under Scrap Metal Dealers Act 2013 | 290.00 | 299.00 | 01/04/23 | I/N/P |
| Lost licence replacement | 29.00 | 30.00 | 01/04/23 | I/N/P |
| Marriage Act 1949 | | | | |
| Wedding Registration | | | | |
| New application Part A fee | 759.00 | 782.00 | 01/04/23 | I/N/P |
| New Application Part B fee | 203.00 | 210.00 | 01/04/23 | I/N/P |
| Note: Total fee parts A and B £992 | | | | |
| Renewal of Premises Licensing | | | | |
| Renewal Part A fee | 219.00 | 226.00 | 01/04/23 | I/N/P |
| Renewal Part B fee | 203.00 | 210.00 | 01/04/23 | I/N/P |
| Note: Total fee parts A and B £436 | | | | |

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Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Primary Authority | | | | |
| Annual Fee, pays for 20 hours work (Enterprise and Regulatory Reform Act) | 1,391.00 | 1,433.00 | 01/04/23 | I/N/P |
| Hourly rate, agreed in advance for work beyond 20 hours. | 70.00 | 73.00 | 01/04/23 | I/N/P |
| Food | | | | |
| Health Export Certificates (these are issued on request to food businesses who wish to export foodstuff outside the EU. They are provided to assist local exporters in meeting the food safety requirements. Only the local authority can provide them). | 60.00 | 62.00 | 01/04/23 | I/N/P |
| Food Hygiene Rating Requested rerating inspection, New charge for 2017. Can only be supplied by the local authority by the Enterprise Act. No Vat applicable | 227.00 | 275.00 | 01/04/23 | I/N/P |

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Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| ENVIRONMENTAL ENFORCEMENT | | | | |
| Environmental offences | | | | |
| Fixed penalty notices | | | | |
| Levels are set by legislation and London Councils Transport and Environment Committee Guidelines. | | | | |
| Fly Tipping | 400.00 | 400.00 | 01/04/20 | P |
| Householder Duty of Care | 400.00 | 400.00 | 01/04/22 | P |
| Fail to produce Waste Transfer Notes | 300.00 | 300.00 | 01/04/20 | P |
| Litter | 150.00 | 150.00 | 01/04/20 | P |
| Fail to comply requirement or condition in Abatement Notice | 110.00 | 110.00 | 01/04/20 | P |
| Fail to comply Community Protection Notice | 100.00 | 100.00 | 01/04/20 | P |
| Fail to comply Public Space Protection Order | 100.00 | 100.00 | 01/04/20 | P |
| Fail to produce authority to carry waste | 300.00 | 300.00 | 01/04/20 | P |
| Fail to comply with receptacles notice (Commercial) | 110.00 | 110.00 | 01/04/20 | P |
| Unlicensed Street Trading | 150.00 | 150.00 | 01/04/20 | P |
| Fail to comply conditions Street Trading License / temp License | 100.00 | 100.00 | 01/04/20 | P |
| Fail to produce a Street Trading Licence / Temp Licence on demand | 100.00 | 100.00 | 01/04/20 | P |
| Making a false statement to obtain a Street Trading Licence | 125.00 | 125.00 | 01/04/20 | P |
| Resisting or obstructing an authorised officer | 250.00 | 250.00 | 01/04/20 | P |
| Nuisance Vehicles exposed for sale Unlicensed Trade | 150.00 | 150.00 | 01/04/20 | P |

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Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Fixed penalty notices (Continue) | | | | |
| Abandoned Vehicles | 200.00 | 200.00 | 01/04/20 | P |
| Unauthorised distribution of printed matter | 75.00 | 75.00 | 01/04/20 | P |
| Fly Posting | 150.00 | 150.00 | 01/04/20 | P |
| Display advertisement in contravention of regulations | 75.00 | 75.00 | 01/04/20 | P |
| Graffiti | 150.00 | 150.00 | 01/04/20 | P |
| Marks / picture/ sign on highway or highway furniture | 100.00 | 100.00 | 01/04/20 | P |
| Wilful obstruction | 100.00 | 100.00 | 01/04/20 | P |
| Erect building / fence / hedge on highway | 100.00 | 100.00 | 01/04/20 | P |
| Deposit skip on highway without authority | 100.00 | 100.00 | 01/04/20 | P |
| Deposit skip on highway failure to light or sign | 100.00 | 100.00 | 01/04/20 | P |
| Deposit skip on highway failure to display name and address | 100.00 | 100.00 | 01/04/20 | P |
| Deposit skip on highway fail to remove | 100.00 | 100.00 | 01/04/20 | P |
| Deposit skip on highway fail to comply conditions / permit | 100.00 | 100.00 | 01/04/20 | P |
| Deposit skip on highway fail to remove / reposition | 100.00 | 100.00 | 01/04/20 | P |
| Deposit material on made up carriageway | 100.00 | 100.00 | 01/04/20 | P |
| Deposit material within 15 feet of centre carriageway | 100.00 | 100.00 | 01/04/20 | P |
| Deposit material on highway to interruption of user | 100.00 | 100.00 | 01/04/20 | P |
| Pitching booths / stalls / stands / camp on highway | 100.00 | 100.00 | 01/04/20 | P |

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Neighbourhoods Civil Protection

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Fixed penalty notices (Continue) | | | | |
| Fail to prevent soil / mud / refuse escape to sewer / road | 100.00 | 100.00 | 01/04/20 | P |
| Fail to remove projection | 100.00 | 100.00 | 01/04/20 | P |
| Fail to prevent door etc, opening onto street | 100.00 | 100.00 | 01/04/20 | P |
| Deposit things on highway which cause injury or danger | 100.00 | 100.00 | 01/04/20 | P |
| Erect scaffold or structure on highway without licence (fail to comply condition) | 100.00 | 100.00 | 01/04/20 | P |

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(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| TRADING STANDARDS: | | | | |
| Trading Standards NE London Metrology Partnership Income Income is credited to the joint trading account | | | | |
| Section 11 (4) of the Weights and Measures Act 1985 | | | | |
| Measuring Instruments: | | | | |
| (a) Linear (with or without divisions/sub divisions) | | | | |
| First Tape | 13.00 * | 26.12 * | 01/04/23 | I/N/P |
| (b) Capacity (without divisions, not exceeding 1 litre) - each measure | | | | |
| | 11.00 * | 25.74 * | 01/04/23 | I/N/P |
| (c) Cubic ballast | | | | |
| Other than brim (each measure) | 239.00 * | 247.00 * | 01/04/23 | I/N/P |
| Brim/bucket type (each measure) | 105.00 * | 247.00 * | 01/04/23 | I/N/P |
| 1. Liquid capacity measures for making and checking average quantity purchases each measure | 37.00 * | 50.00 * | 01/04/23 | I/N/P |

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(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Measuring Instruments (continued): | | | | |
| 2. Templates (per scale) | | | | |
| First item | 66.00 * | 87.90 * | 01/04/23 | I/N/P |
| Second and subsequent items | 27.00 * | 42.80 * | 01/04/23 | I/N/P |
| (d) Liquid fuel, Lubricants etc. (each instrument) | | | | |
| 1. Container type (not sub-divided) | 122.00 * | 150.00 * | 01/04/23 | I/N/P |
| 2. Other types (multi-outlets) | | | | |
| 1 meter tested | 158.00 * | 207.28 * | 01/04/23 | I/N/P |
| Each additional meter tested | 98.00 * | 122.35 * | 01/04/23 | I/N/P |
| 3. Test of peripheral equipment on separate visit (per hour) | 122.00 * | 146.40 * | 01/04/23 | I/N/P |
| 4. Test of credit card acceptor (per hour) | 122.00 * | 146.40 * | 01/04/23 | I/N/P |
| 5. MID verification | | | | |
| 1 meter tested | 199.00 * | 248.84 * | 01/04/23 | I/N/P |
| Each additional meter | 122.00 * | 151.20 * | 01/04/23 | I/N/P |

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Neighbourhoods Civil Protection

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|--|--|--|--|---|
| Measuring Instruments (continued): | | | | |
| (e) Intoxicating liquor (each instrument) | | | | |
| Not exceeding 150ml (individual submissions) | 25.00 * | 31.20 * | 01/04/23 | I/N/P |
| Other | 29.00 * | 34.80 * | 01/04/23 | I/N/P |
| (f) Each weight (stamping) | | | | |
| 1. Weights exceeding 5kg or not exceeding 500mg, 2cm | 12.00 * | 19.26 * | 01/04/23 | I/N/P |
| 2. Other weights | 9.00 * | 14.45 * | 01/04/23 | I/N/P |
| 3. Other weights (more than one submitted) | 8.00 * | 13.00 * | 01/04/23 | I/N/P |
| 4. Adjusting weights (per hour) | 123.00 * | 152.40 * | 01/04/23 | I/N/P |
| (g) Verification - Weighing Machines / Weighing Equipment | | | | |
| 1. Calibrated to weigh only metric: | | | | |
| Not exceeding 15kg | 40.00 * | 149.10 * | 01/04/23 | I/N/P |
| Exceeding 15kg to 100kg | 59.00 * | 155.10 * | 01/04/23 | I/N/P |
| Exceeding 100kg to 250kg | 97.00 * | 177.78 * | 01/04/23 | I/N/P |
| Exceeding 250kg to 1 tonne | 139.00 * | 186.58 * | 01/04/23 | I/N/P |
| Exceeding 1 tonne to 10 tonne | 222.00 * | 229.00 * | 01/04/23 | I/N/P |
| Exceeding 10 tonnes to 30 tonnes | 467.00 * | 482.00 * | 01/04/23 | I/N/P |
| Exceeding 30 tonnes to 60 tonnes | 696.00 * | 717.00 * | 01/04/23 | I/N/P |

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Neighbourhoods Civil Protection

(B) Charges determined by Committee

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|--|--|--|--|---|
| Measuring Instruments (continued): | | | | |
| 2. When testing instruments incorporate peripherals such as 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 at the standard hourly rate: | 125.00 * | 150.68 * | 01/04/23 | I/N/P |
| 3. Medical weighing scales (per hour) | | | | |
| Not exceeding 15kg | 40.00 * | 134.80 * | 01/04/23 | I/N/P |
| Exceeding 15kg to 100kg | 59.00 * | 134.80 * | 01/04/23 | I/N/P |
| Exceeding 100kg to 250kg | 97.00 * | 149.20 * | 01/04/23 | I/N/P |
| Exceeding 250kg to 1 tonne | 139.00 * | 149.20 * | 01/04/23 | I/N/P |
| Certificate of errors | | | | |
| For supplying a certificate containing results of errors found on testing (certificate supplied upon request of the submitter, fee applies when no other fee is payable) | 56.00 * | 69.60 * | 01/04/23 | I/N/P |
| Measuring Instrument Directive | | | | |
| Measuring Instruments for liquid fuel and lubricants (No VAT will be charged for initial verification, re-verification will attract VAT) (surcharge over fee listed above) | 10% Surcharge * | 20% Surcharge * | 01/04/23 | D/L |

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Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

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|--|--|--|--|---|
| Measuring Instruments (continued): | | | | |
| Other Weighing or Measuring Equipment | | | | |
| Brake tester/spring balance type | 66.00 * | 88.97 * | 01/04/23 | I/N/P |
| 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) | 125.00 * | 134.80 * | 01/04/23 | I/N/P |
| Standards Services provided to Other Local Authorities | | | | |
| Testing and Associated Services (per hour) | 104.00 | 125.57 | 01/04/23 | I/N/P |
| Collection Delivery charge (price shown is per mile) return trip + congestion charge where applicable | 1.00 | 1.00 | 01/04/20 | P |
| Inspections during standard office hours, including travelling time | 104.00 | 125.57 | 01/04/23 | I/N/P |
| Block Booked and Pre-paid Inspections totalling more than £5,000 (per hour) | 71.00 | 87.90 | 01/04/23 | I/N/P |

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Neighbourhoods Civil Protection

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| 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) | 104.00 | 125.57 | 01/04/23 | I/N/P |
| GLC (General Powers) Act 1985 | | | | |
| Competitive Bidding - Licence Registration fee | 400.00 | 412.00 | 01/04/23 | I/N/P |
| Financial Investigation by Accredited Financial Investigator (LA) | | | | |
| Where no individual agreement exists, per hour spent by AFI | 76.00 | 79.00 | 01/04/23 | I/N/P |
| 'PASS' Alcohol awareness retailer training fee (per delegate - Inc. VAT) | 74.00 * | 77.00 * | 01/04/23 | I/N/P |

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Neighbourhoods Planning

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Planning Performance Agreements | | | | |
| Strategic Applications Early Principles/Introductory Meeting | 1,090.00 | Withdrawn | 01/04/23 | I/P |
| S106 Monitoring Fees | | | | |
| Key non-financial obligations (per obligation) | 1,000.00 | 1,030.00 | 01/04/23 | I/P |
| Fixed Financial Obligations | | | | |
| 5% of the value of the total contributions | | | | |
| minimum fee | 1,000.00 | 1,030.00 | 01/04/23 | I/P |
| maximum fee | 40,000.00 | 41,200.00 | 01/04/23 | I/P |
| Financial Obligations with future calculation | | | | |
| Per Obligation | 1,000.00 | 1,030.00 | 01/04/23 | I/P |
| Additional 5% of value of total contribution with a: | | | | |
| minimum fee | 1,000.00 | 1,030.00 | 01/04/23 | I/P |
| maximum fee | 40,000.00 | 41,200.00 | 01/04/23 | I/P |
| Other S106 Fees | | | | |
| Confirmation as to whether S106 obligations have been discharged | 150.00 | 155.00 | 01/04/23 | I/P |
| Fee for Request to vary S106 obligations less than 5 years old (does not include monitoring fee if S106 DoV approved) | 500.00 | 520.00 | 01/04/23 | I/N/P |

Basis of Increase:

C - An increase dependent on committee approval

G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Planning

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Invalid Planning Applications | | | | |
| Fee for submission of invalid planning application - Full | | 120.00 | 01/04/23 | NEW |
| Fee for submission of invalid planning application - Householder | | 60.00 | 01/04/23 | NEW |

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|--|--|--|--|---|
| PLANNING AND BUILDING CONTROL: | | | | |
| Photocopying per A4 and A3 sheet (minimum charge £2) | 0.32 * | 0.35 * | 01/04/23 | I/N/P |
| Photocopying of plans (per sheet) | 23.00 * | 24.00 * | 01/04/23 | I/N/P |
| Other Planning requests - per hour (minimum 1/2 hour) | 83.00 | 85.50 | 01/04/23 | I/N/P |
| Other Building Control requests - per hour (minimum 1/2 hour) | 83.00 | 85.50 | 01/04/23 | I/N/P |
| [The Building (Local Authority Charges) Regulations 2010] Committee reports (available from website for free) | | | | |
| Demolition Notices (Per Site) (larger sites will be assessed separately, customers are invited to contact Building control for a bespoke price) | 264.00 | 300.00 | 01/04/23 | D/L |
| Building Control - Dangerous Structure charge | | | | |
| 8am - 5pm - per hour | 88.00 | 100.00 | 01/04/23 | D/L |
| 5pm - 8am - per hour | 88.00 | 120.00 | 01/04/23 | D/L |
| (Travelling costs will also be charged as appropriate as well as Dangerous Structures Consortium Contractors Costs) | | | | |

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Neighbourhoods Planning

(B) Charges determined by Committee

*VAT inclusive

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|---|--|--|--|---|
| Pre-Application advice | | | | |
| Pre-Application advice | | | | |
| Householder/Small Business - Face to Face | 61.00 * | 120.00 * | 01/04/23 | D/L |
| Householder/Small Business - Written Response | 97.00 * | 200.00 * | 01/04/23 | D/L |
| Change of Business Premises up to 99 sq.m | 179.00 * | 360.00 * | 01/04/23 | D/L |
| Pre-Application advice - Residential units/Commercial or Industrial Floor space | | | | |
| 1 residential unit | 179.00 * | 360.00 * | 01/04/23 | D/L |
| 1 residential unit - Follow up advice | 36.00 * | 180.00 * | 01/04/23 | D/L |
| 2-3 residential/100-499sq m floor space | 358.00 * | 700.00 * | 01/04/23 | D/L |
| 2-3 residential/100-499sq m floor space - Follow up advice | 71.50 * | 250.00 * | 01/04/23 | D/L |
| 4-9 residential/500-999 sq. m floor space | 956.00 * | 1,800.00 * | 01/04/23 | D/L |
| 4-9 residential/500-999 sq. m floor space - Follow up advice | 237.00 * | 600.00 * | 01/04/23 | D/L |
| 10-24 residential/1000-1999 sq.m floor space/telecoms | 1,792.00 * | 4,000.00 * | 01/04/23 | D/L |
| 10-24 residential/1000-1999 sq.m floor space/telecoms - Follow up advice | 355.00 * | 1,000.00 * | 01/04/23 | D/L |

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Neighbourhoods Planning

(B) Charges determined by Committee

*VAT inclusive

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|---|--|--|--|---|
| Planning Performance Agreements (PPA) | | | | |
| Initiation Fee | 5,500.00 | 5,700.00 | 01/04/23 | I/N/P |
| Premium Initiation | | 6,900.00 | 01/04/23 | NEW |
| Residential 25-49 Dwellings, Non-residential Up to 3000 sq m | 21,850.00 | 22,500.00 | 01/04/23 | I/N/P |
| Residential 50-100 dwellings, Non-residential Up to 3001 - 5000 sq m, Mineral extraction up to 10 hectares | 32,800.00 | 33,800.00 | 01/04/23 | I/N/P |
| Residential 101-150 dwellings, Non-residential 5001-10000 sq m, Mineral extraction 10.1- 20 hectares | 43,700.00 | 45,000.00 | 01/04/23 | I/N/P |
| Residential 151-300 dwellings, Non-residential Up to 20,000 sq m, Mineral extraction 20.1 – 30 hectares | 54,600.00 | 56,300.00 | 01/04/23 | I/N/P |
| Residential 301-600 dwellings, Mineral extraction more than 30 hectares | 76,500.00 | 78,800.00 | 01/04/23 | I/N/P |
| Residential 601-900 dwellings | 98,400.00 | 101,400.00 | 01/04/23 | I/N/P |
| Residential 901+ dwellings | 109,000.00 | 112,300.00 | 01/04/23 | I/N/P |
| | | | | |
| Research, retrieval and copy of one document for domestic properties | 46.35 | 47.80 | 01/04/23 | I/N/P |
| Research, retrieval and copy of one document for non-domestic properties | 70.00 | 72.10 | 01/04/23 | I/P |
| For each additional document | 22.40 | 23.10 | 01/04/23 | I/N/P |
| Planning Condition History Search (30 minutes) | 42.00 | 43.25 | 01/04/23 | I/N/P |
| Additional research time (per 15 minutes) | 21.00 | 21.65 | 01/04/23 | I/N/P |

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Neighbourhoods Planning

(B) Charges determined by Committee

*VAT inclusive

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|---|--|--|--|---|
| Supply of letter detailing inspections (where no completion certificate exists) per hour | 131.00 | 135.00 | 01/04/23 | I/N/P |
| Request for written confirmation that an Enforcement Notice has been complied with or is no longer of effect | 162.00 | 167.00 | 01/04/23 | I/N/P |
| Request to withdraw Enforcement Notice where the notice is no longer of effect | 927.00 | 955.00 | 01/04/23 | I/N/P |
| High Hedge Complaint | 950.00 | 980.00 | 01/04/23 | I/N/P |

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Table 1:**Charges for New Dwellings <150m²**

New Houses and Blocks of Flats on the same site constructed at the same time

| Number of Dwellings | Total |
|---|-----------|
| 1 | £1,216.00 |
| 2 | £1,622.00 |
| 3 | £1,892.00 |
| 4 | £2,297.00 |
| 5 | £2,568.00 |
| 6 | £2,972.00 |
| More than 6 - Please contact Building Control for individually assessed charges | |

Table 2:**Charges for: Extensions, Garage Conversions and Loft Conversions**

Separate Extensions constructed at the same time may be aggregated together

| Type of work | Total | Total Fee for fast track* |
|--|-----------|---------------------------|
| 1. Detached non-habitable building having a floor area not exceeding 40m ² in total | £591.00 | £651.00 |
| 2. Garage Conversions where the total floor area does not exceed 30m ² , including means of access and work in connection with that extension. | £591.00 | £651.00 |
| 3. Any extension or Loft Conversion where the total floor area of which does not exceed 30m ² , including means of access and work in connection with that extension. | £754.00 | £830.00 |
| 4. Any extension or Loft Conversion where the total floor area of which exceeds 30m ² but does not exceed 60m ² , including means of access and work in connection with that extension. | £1,039.00 | £1,143.00 |
| 5. Any extension or Loft Conversion where 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. | £1,234.00 | £1,358.00 |
| 6. Extension etc >100m ² - Please refer to Table 3 otherwise contact Building Control for Individually assessed charges | | |

Table 3:**Charges for other work**

For all other work not covered in Tables 1 or 2

| Estimated Cost of Work | Total |
|--|-----------|
| £0-2,000 | £300.00 |
| £2,000-5,000 | £450.00 |
| £5,000-10,000 | £591.00 |
| £10,000-20,000 | £772.00 |
| £20,000-30,000 | £939.00 |
| £30,000-40,000 | £1,077.00 |
| £40,000-50,000 | £1,214.00 |
| £50,000-60,000 | £1,316.00 |
| £60,000-70,000 | £1,418.00 |
| £70,000-80,000 | £1,519.00 |
| £80,000-90,000 | £1,634.00 |
| £90,000-100,000 | £1,746.00 |
| £100,000-120,000 | £1,867.00 |
| £120,000-140,000 | £2,018.00 |
| £140,000-170,000 | £2,139.00 |
| £170,000-200,000 | £2,385.00 |
| Over £200,000 - Please contact Building Control for individually assessed charges. | |

The Building Regulation charges are the same for corresponding building work for a: Full Plans Application; Building Notice; Regularisation Application; and, Reversion Application (refer to note 7 for Partnership Applications). All charges are shown inclusive of VAT at 20%. Only a charge for a Regularisation Certificate and a Reversion Certificate are exempt VAT however it is subject to a 20% uplift therefore the total fee is equivalent to all other Building Control Charges for corresponding building work.

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. **Table 1:** Charges for new dwellings e.g. certain houses and flats - applicable where the total internal floor area of each dwelling, does not exceed 150m² and the building has no more than three storeys. Excluding dwellings with a basement level for basements and any other case, Table 3 applies.

3. **Table 2:** 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. Where work comprises more than one extension which is to be constructed at the same time (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. All work contained within the footprint of an extensions or loft conversion is included in the fee but does not include work outside the footprint of the extension or loft conversion. For additional internal or external alterations Table 3 should be used. For multiple work that is to be carried out at the same time and falls into Table 3 as well as Table 2 the Table 3 fee may be discounted by 25%.

4. **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 exc

5. **Disabled Persons:** Building 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.

6. **Supplementary Charges:** The Building (Local Authority Charges) Regulations 2010 allow a local authority to make supplementary charges if additional costs arise as a result of confirming compliance with the Building Regulations. Such supplementary charges may be considered if costs result from: consultant costs; inaccurate/incomplete plans; revised schemes; work not being ready for inspection or additional site inspection; and, non compliant work etc.

7. **Refunds** will be calculated in accordance with the Charge Regulations and any costs incurred will be deducted. Breakdown of costs can be provided upon request.

8. **Partnership Applications:** Proposed building work outside the boundaries of the London Borough of Havering will be subject to a plan fee equating to 25% of the full plans application charge. Partnership Applications for building work checked by a Partnering Authority will be subject to an inspection fee equating to 75% of the full plans application charge.

9. **Break Down of Costs:** can be provided upon request.

10. **Making a Payment:** Payment can be made by credit/debit card by telephoning 01708 432700.

Building Control may be contacted by telephone: 01708 432700 or by e-mail at: buildingcontrol@havering.gov.uk

Further information is available on our website at: www.havering.gov.uk/buildingcontrol

Neighbourhoods Planning

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| LOCAL LAND CHARGES: | | | | |
| Certain fees are laid down in regulations made under the Local Land Charges Act 1975. | | | | |
| Fees for Official Local Land Charge Certificates | | | | |
| Registration of a charge in Part II of the registers | 100.00 | 103.00 | 01/04/23 | I/P |
| Official search (including issue of official certificate of search) | | | | |
| a) in only part of the register (one parcel) | 10.30 | 10.60 | 01/04/23 | I/N/P |
| b) in only part of register (each additional parcel thereafter) | 3.20 | 3.30 | 01/04/23 | I/N/P |
| c) in the whole of the register - post or fax (one parcel) | 24.70 | 25.40 | 01/04/23 | I/N/P |
| d) in the whole of the register - post or fax (each additional parcel thereafter) | 6.40 | 6.60 | 01/04/23 | I/N/P |
| e) in the whole of the register - where the requisition is made by electronic means in accordance with rule 16 (one parcel) | 24.70 | 25.40 | 01/04/23 | I/N/P |
| f) in the whole of the register - where the requisition is made by electronic means in accordance with rule 16 (each additional parcel thereafter) | 6.40 | 6.60 | 01/04/23 | I/N/P |
| Office copy of any entry in the register (not including a copy or extract of any plan or document filed pursuant to these rules) | 2.10 | 2.20 | 01/04/23 | I/N/P |

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|---|--|--|--|---|
| Office copy of any plan or other document filed pursuant to these rules: | | | | |
| Extract of register in place of personal search | | | | |
| First Page | 3.20 | 3.30 | 01/04/23 | I/N/P |
| Subsequent pages | 1.00 | 1.05 | 01/04/23 | I/N/P |
| CON29(R) Enquiries | | | | |
| One parcel of land | 118.00 | 121.50 | 01/04/23 | I/N/P |
| Several parcels of land | | | | |
| Each additional (fees that exceed 100 to be fixed by arrangement) | 50.50 | 52.00 | 01/04/23 | I/N/P |
| Part 2 Enquiries | | | | |
| Each printed enquiry | 24.70 | 25.50 | 01/04/23 | I/N/P |
| With exception to Question 4 | 38.00 | 39.10 | 01/04/23 | I/N/P |
| With exception of surrounding area enquiries | 42.00 | 43.30 | 01/04/23 | I/N/P |

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|---|--|--|--|---|
| Copying Charges - Legal Documents | | | | |
| Certified Copy of Land Search - Paper Copy First Page | 17.50 | 18.00 | 01/04/23 | I/N/P |
| Subsequent pages | 3.20 | 3.30 | 01/04/23 | I/N/P |
| Certified copy of extract of Highways Register (letter and extract) | 0.60 | 0.65 | 01/04/23 | I/N/P |
| Certified copy of extract of Highways Register (extract only and collection only) | 35.00 | 36.00 | 01/04/23 | I/N/P |
| | 17.50 | 18.00 | 01/04/23 | I/N/P |
| New Residential Addresses - (building names included) in an existing road | | | | |
| 1 dwelling | 75.00 | 77.00 | 01/04/23 | I/N/P |
| 2 - 5 dwellings | 93.00 | 96.00 | 01/04/23 | I/N/P |
| 6 - 25 dwellings | 110.00 | 113.00 | 01/04/23 | I/N/P |
| 26 - 45 dwellings | 226.00 | 233.00 | 01/04/23 | I/N/P |
| 46 - 100 dwellings | 482.00 | 496.00 | 01/04/23 | I/N/P |
| 100+ plots | 812.00 | 836.00 | 01/04/23 | I/N/P |
| Plus an extra fee for each additional 10 dwellings (or part thereof) | 110.00 | 113.00 | 01/04/23 | I/N/P |

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|---|--|--|--|---|
| New Residential Addresses (building names included) plus single road name | | | | |
| 1 - 5 dwellings | 157.00 | 162.00 | 01/04/23 | I/N/P |
| 6 - 25 dwellings | 180.00 | 185.00 | 01/04/23 | I/N/P |
| 26 - 45 dwellings | 289.00 | 298.00 | 01/04/23 | I/N/P |
| 46 - 100 dwellings | 545.00 | 561.00 | 01/04/23 | I/N/P |
| 100+ plots | 876.00 | 902.00 | 01/04/23 | I/N/P |
| Plus an extra fee for each additional 10 dwellings (or part thereof) | 180.00 | 185.00 | 01/04/23 | I/N/P |
| For each additional road name | 75.00 | 77.00 | 01/04/23 | I/N/P |
| New Commercial/Industrial Addresses (building name included) in an existing road | | | | |
| 1 unit | 75.00 | 77.00 | 01/04/23 | I/N/P |
| 2 - 5 units | 93.00 | 96.00 | 01/04/23 | I/N/P |
| 6 - 10 units | 110.00 | 113.00 | 01/04/23 | I/N/P |
| 11+ units | 156.00 | 161.00 | 01/04/23 | I/N/P |

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|---|--|--|--|---|
| New Commercial/Industrial Addresses (building name included) plus a single road name | | | | |
| 1 unit | 93.00 | 96.00 | 01/04/23 | I/N/P |
| 2 - 5 units | 110.00 | 113.00 | 01/04/23 | I/N/P |
| 6 - 10 units | 133.00 | 137.00 | 01/04/23 | I/N/P |
| 11+ units | 180.00 | 185.00 | 01/04/23 | I/N/P |
| For each additional road name | 75.00 | 77.00 | 01/04/23 | I/N/P |
| New street name without any new dwellings or units | 75.00 | 77.00 | 01/04/23 | I/N/P |
| Naming of land parcel | 75.00 | 77.00 | 01/04/23 | I/N/P |
| Renaming of existing road or building (residential, commercial or industrial) | 75.00 | 77.00 | 01/04/23 | I/N/P |
| (plus an extra fee of £25.00 for each additional dwelling or building affected) | 24.00 | 25.00 | 01/04/23 | I/N/P |
| Research time: flat fee for 2 hour research into possible building/street names Non-refundable in the event that the suggested name(s) are not selected. One set of research to be undertaken on each application site only. | 144.00 | 148.00 | 01/04/23 | I/N/P |

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Neighbourhoods Registrars (A) - Statutory

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Registrar of Births, Deaths and Marriages and Civil Partnerships: | | | | |
| Places of Worship Registration Act 1855 Section 5 | | | | |
| Certification of place of meeting for religious worship | 29.00 | 29.00 | 01/09/14 | P |
| Marriage Act 1949: | | | | |
| Section 27 (6) Entering a notice of marriage in a marriage notice book | | | | |
| (A) Where both parties to the proposed marriage are exempt persons within the meaning of section 49 Immigration act 2014 | 35.00 | 35.00 | 01/04/12 | P |
| (B) In any other cases from 2nd March 2014 | 47.00 | 47.00 | 02/03/15 | P |
| Section 41 (6) Registration of building for solemnization of marriages | 123.00 | 123.00 | 01/09/14 | P |
| Section 51 Fee of registrar for attending marriage/civil partnership: | | | | |
| (i) At a register office | 46.00 | 46.00 | 01/04/12 | P |
| (ii) At a registered building or at a place where the house hold or detained person usually resides | 86.00 | 86.00 | 01/09/14 | P |
| (iii) Fee of Superintendent Registrar for attending marriage/civil partnership at the place where: | | | | |
| a) Housebound or | 84.00 | 84.00 | 01/09/14 | P |
| b) Detained person usually resides | 94.00 | 94.00 | 01/09/14 | P |

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Neighbourhoods Registrars (A) - Statutory

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Immigration Act 2016 : | | | | |
| Consideration by a Superintendent Registrar of a divorce/civil partnership dissolution obtained outside of the British Isles (from 01/11/17) | 50.00 | 50.00 | 01/04/18 | P |
| Consideration by the Registrar General of a divorce/civil partnership dissolution obtained outside of the British Isles (from 01/11/17) | 75.00 | 75.00 | 01/04/18 | P |
| Consideration of a reduction in the 28 day notice to marry or form a civil partnership (from 01/11/17) | 60.00 | 60.00 | 01/04/18 | P |
| Marriage Act 1949 (continued): | | | | |
| Section 64(1) | | | | |
| Certified copy of entry issued under the subsection: | | | | |
| (i) When application is made at the time of registering | 11.00 | 11.00 | 16/02/19 | P |
| (ii) After the time of registration | 11.00 | 11.00 | 16/02/19 | P |
| Certified copy of entry for Civil Partnerships: | | | | |
| (i) At the time of registration | 11.00 | 11.00 | 16/02/19 | P |
| (ii) After the time of registration | 11.00 | 11.00 | 16/02/19 | P |

Basis of Increase:

C - An increase dependent on committee approval

G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Registrars (A) - Statutory

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Marriage Act 1949 (continued): | | | | |
| Section 64(2) General search of indexes of register of books kept by superintendent registrars | 18.00 | 18.00 | 01/04/04 | P |
| Certified copy of entry issued under that sub-section | 11.00 | 11.00 | 16/02/19 | P |
| Section 65(2) Certified copy of entry, following search of indexes kept at General Register Office | 11.00 | 11.00 | 16/02/19 | P |
| Births, Deaths Registration Act 1953: | | | | |
| At the time of registration | 11.00 | 11.00 | 16/02/19 | P |
| After the time of registration | 11.00 | 11.00 | 16/02/19 | P |
| Section 30(2) certified copy of entry following search of indexes kept at General Register Office | 11.00 | 11.00 | 16/02/19 | P |

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Neighbourhoods Registrars (A) - Statutory

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Immigration Act 2016 : | | | | |
| Fees for corrections to Initial Registration | | | | |
| Forename added within 12 months of birth registration | 40.00 | 40.00 | 01/11/17 | P |
| Consideration by Registrar/Superintendent Registrar of a correction application (from 01/11/17) | 75.00 | 75.00 | 01/11/17 | P |
| Consideration by Registrar General of a correction application | 90.00 | 90.00 | 01/11/17 | P |
| Priority Certificate Fee 24 hr service | 35.00 | 35.00 | 16/02/19 | P |
| Fees for conversion of a Civil Partnership into Marriage | | | | |
| Conversion of a civil partnership into marriage at the register office | 45.00 | 45.00 | 01/11/17 | P |
| Two stage procedure on other premises | | | | |
| Completing the declaration | 27.00 | 27.00 | 01/11/17 | P |
| Signing the declaration in a religious building registered for the marriage of same sex couples | 91.00 | 91.00 | 01/11/17 | P |

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L - A local charging policy that deviates from the Corporate Charging Policy

Neighbourhoods Registrars - Non Statutory

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Registrar of births, deaths, marriages and civil partnerships: | | | | |
| Off site attendance to officiate at an approved premise wedding/civil partnership: | | | | |
| Monday to Friday | 655.00 | 675.00 | 01/04/23 | I/N/P |
| Saturday | 772.00 | 795.00 | 01/04/23 | I/N/P |
| Sunday/ Bank Holiday | 788.00 | 810.00 | 01/04/23 | I/N/P |
| On site attendance to officiate at a CEREMONY held in Langtons Hall & Orangery - HIGH SEASON | | | | |
| Monday to Thursday | 650.00 | 670.00 | 01/04/23 | I/N/P |
| Friday (Inc. red carpet) | 780.00 | 800.00 | 01/04/23 | I/N/P |
| Saturday (Inc. red carpet) | 900.00 | 930.00 | 01/04/23 | D/L |
| Sunday/ Bank Holiday (Inc. red carpet) | 1,100.00 | 1,200.00 | 01/04/23 | D/L |
| On site attendance to officiate at a CEREMONY held in Langtons Hall - LOW SEASON | | | | |
| Monday to Thursday | 550.00 | 565.00 | 01/04/23 | I/N/P |
| Friday | 680.00 | 700.00 | 01/04/23 | I/N/P |
| Saturday | 800.00 | 825.00 | 01/04/23 | I/N/P |
| Sunday/ Bank Holiday | 900.00 | 930.00 | 01/04/23 | D/L |

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Neighbourhoods Registrars - Non Statutory

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| On site attendance to officiate at a CEREMONY held at Langtons House - HIGH SEASON | | | | |
| Monday to Thursday | 400.00 | 425.00 | 01/04/23 | D/L |
| Friday | 600.00 | 620.00 | 01/04/23 | I/N/P |
| Saturday | 750.00 | 775.00 | 01/04/23 | D/L |
| Sunday | 920.00 | 945.00 | 01/04/23 | I/N/P |
| On site attendance to officiate at a CEREMONY held at Langtons House - LOW SEASON | | | | |
| Monday to Thursday | 330.00 | 350.00 | 01/04/23 | D/L |
| Friday | 500.00 | 515.00 | 01/04/23 | I/N/P |
| Saturday | 625.00 | 645.00 | 01/04/23 | I/N/P |
| Sunday | 770.00 | 790.00 | 01/04/23 | I/N/P |
| (An additional amount is charged if any ceremony falls on the following three days: Valentine's Day, Christmas Eve or New Year's Eve) | 120.00 | 125.00 | 01/04/23 | I/N/P |
| On Site attendance to officiate at a small ceremony held in the East room Tuesday (all year) | 200.00 | 200.00 | 01/12/22 | L |

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Basis for setting charge increase above complies with either:

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Neighbourhoods Registrars - Non Statutory

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Individual Citizenship Ceremony | 195.00 | 195.00 | 01/04/21 | L |
| Wedding Rehearsal fee (per half hour) | 60.00 | 60.00 | 01/04/21 | L |
| Wedding Packages | | | | |
| Friday Silver Package (exc. linen) - LOW SEASON | 1,750.00 | 1,800.00 | 01/04/23 | I/N/P |
| Friday Silver Package (exc. linen) - HIGH SEASON | 2,250.00 | 2,315.00 | 01/04/23 | I/N/P |
| Sunday Gold Package (inc. linen) - LOW SEASON | 2,500.00 | 2,575.00 | 01/04/23 | I/N/P |
| Sunday Gold Package (inc. linen) - HIGH SEASON | 3,250.00 | 3,300.00 | 01/04/23 | I/N/P |
| Non Refundable deposit payable for packages | 500.00 | 500.00 | 01/04/20 | L |
| Surcharge Evening Wedding (after 5pm) ALL YEAR 1 Mar - 31 Oct | 220.00 | 225.00 | 01/04/23 | I/N/P |
| Surcharge Evening Twilight Wedding (5pm) 1 Nov - 28 Feb | 250.00 | 260.00 | 01/04/23 | I/N/P |

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Neighbourhoods Registrars - Non Statutory

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Payment in advance of a non-refundable booking fee for Register Office Weddings only (in line with statutory fee for Register Office wedding) | 57.00 | 57.00 | 01/04/20 | L |
| Change of ceremony appointment fee | 60.00 | 60.00 | 01/04/22 | L |
| Premium Appointment Service (additional casual registrars used to cover up to one hour) | 60.00 | 30.00 | 01/04/22 | D/L |
| Fast Track Certificate fee for same day Marriage Certificates only | | 25.00 | 01/04/23 | NEW |
| Non-Refundable booking fee for Notice of Marriage (applies to non-attendees only -in line with statutory fee for notice of marriage) | 35.00 | 35.00 | 01/04/20 | L |
| Langtons Hall Hire (Hourly) | | | | |
| Monday - Friday 9.00-17.00 | 45.00 | 45.00 | 01/04/20 | L |
| Monday - Thursday 17.00-24.00 | 60.00 | 60.00 | 01/04/20 | L |
| Friday 9.00 - 17.00 | | 95.00 | 01/04/23 | NEW |
| Friday Evening, Saturday and Sunday | 95.00 | 95.00 | 01/04/20 | L |
| Damage deposit for Langton's Hall function bookings | 250.00 | 250.00 | 01/04/20 | L |

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Neighbourhoods Registrars - Non Statutory

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Change of Name Fee (includes one certificate) | 60.00 | 60.00 | 01/04/22 | L |
| Additional copies purchased on same day of appointment | 11.00 | 11.00 | 01/04/22 | L |
| Additional copies purchased after the day of appointment | | 20.00 | 01/04/23 | NEW |
| Certificate of Existence | 30.00 | 30.00 | 01/12/22 | L |
| Sale of birth wallets to other Local Authorities (sale per wallet) | 1.55 | 1.55 | 01/12/22 | L |
| Langtons Room Hire (Hourly Minimum 2 hours) | | | | |
| Langtons Room Hire (Hourly Minimum 2 hours) | | | | |
| Room Hire Monday - Sunday 09.00 - 21.00 | 42.00 | 45.00 | 01/04/23 | I/N/P |
| Charity Room Hire Monday - Thursday 09.00 - 21.00 (A discount of 40% applies for Charity/Community groups by application) | 16.80 | 27.00 | 01/04/23 | C/L |
| Langtons Meeting Room Hire (Top Floor) | | | | |
| Room hire Monday - Friday 09.00 - 21.00 | | 25.00 | 01/04/23 | NEW |

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Neighbourhoods Registrars - Non Statutory

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Sponsorship for Langtons Ceremony Brochure | | | | |
| Whole A5 page - Portrait | 650.00 * | Withdrawn * | 01/04/23 | C/L |
| Half A5 Page - Landscape | 400.00 * | Withdrawn * | 01/04/23 | C/L |
| Quarter A5 Page - Portrait | 267.00 * | Withdrawn * | 01/04/23 | C/L |
| Back Cover - Whole A5 Page - Portrait | 1,200.00 * | Withdrawn * | 01/04/23 | C/L |
| Inside Front and Back Cover - Whole A5 Page - Portrait | 1,134.00 * | Withdrawn * | 01/04/23 | C/L |
| Index entry | 100.00 | 100.00 | 01/04/20 | L |
| | | | | |
| Whole Page landscape | | 650.00 | 01/04/23 | NEW |
| Half Page Portrait | | 400.00 | 01/04/23 | NEW |
| Index Listing | | 100.00 | 01/04/23 | NEW |
| Website Only advertising | | 100.00 | 01/04/23 | NEW |
| Postage Costs: | | | | |
| Copy certificates by 1st class recorded delivery | 5.00 | 5.00 | 01/04/20 | L |
| Special guaranteed next day delivery | 8.00 | 8.00 | 01/04/22 | L |
| | | | | |
| Wedding Fair Exhibitor Space in Langtons House | | 260.00 | 01/04/23 | NEW |

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**oneSource
Asset Management**

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Licenced Trader Market Charges | | | | |
| Monthly Charges (Includes Weds, Fri, Sat & Sun Markets) | | | | |
| Market - All Locations | | | | |
| Ground space/6ft frontage | 171.00 | 176.00 | 01/04/23 | I/N/P |
| Electricity Charge per Ground Space/6ft frontage <i>(Electricity Charges will be applied to all licences other than to</i> | 11.70 | 12.00 | 01/04/23 | I/N/P |
| <i>Extra Land (Daily Charge)</i> | 5.35 | 6.00 | 01/04/23 | I/N/P |
| Other one-off charges | | | | |
| Nomination of Licence | 255.00 | 263.00 | 01/04/23 | I/N/P |
| Nomination of Licence to member of Family | 185.00 | 191.00 | 01/04/23 | I/N/P |
| Other alterations to Licences | 42.50 | 44.00 | 01/04/23 | I/N/P |
| Casual Trader Market Charges | | | | |
| Daily Charges | | | | |
| Saturday and Sunday Market – Ground Space/6ft frontage including electricity | 27.00 | 28.00 | 01/04/23 | I/N/P |
| Wed or Friday Market – Ground Space/6ft frontage including electricity | 19.00 | 20.00 | 01/04/23 | I/N/P |
| Extra Land (Daily Charge) | 5.35 | 6.00 | 01/04/23 | I/N/P |

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**oneSource
Asset Management**

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Extra Market Days – At Christmas/Banks Holidays | | | | |
| Daily Charges | | | | |
| Market - All Locations | | | | |
| Licenced Traders - Ground space/6ft frontage including electricity (Must have held a Licence for at least 2 mths to qualify for this rate) | 18.00 | 19.00 | 01/04/23 | I/N/P |
| Casual Traders - Ground space/6ft frontage including electricity | 24.00 | 25.00 | 01/04/23 | I/N/P |
| Extra Land (Daily Charge) | 5.35 | 6.00 | 01/04/23 | I/N/P |

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Basis for setting charge increase above complies with either:

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oneSource
Exchequer and Transactional Services

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Legal Fees | | | | |
| Recovery of Rates/Community Charge/Council tax | | | | |
| Summons Council Tax (inc £3 paid to the court) | 105.00 | 105.00 | 01/04/11 | P |
| Liability Order | 10.00 | 10.00 | 01/04/10 | P |
| Summons NNDR (inc £3 paid to the court) | 180.00 | 180.00 | 01/04/11 | P |
| Liability Order NNDR | 47.00 | 47.00 | 01/04/11 | P |
| Means Enquiry Summonses Council Tax (£245.00 paid to the court) | 305.00 | 305.00 | 22/04/14 | P |
| Arrest Warrants with Bail Council Tax (inc. £75 paid to the court) | 145.00 | 145.00 | 22/04/14 | P |
| Arrest Warrants without Bail Council Tax (inc. £75 paid to the court) | 130.00 | 130.00 | 22/04/14 | P |

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**oneSource
Legal & Governance**

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Legal & Democratic Services | | | | |
| Licences to Assign (Seal) | 902.00 | 929.00 | 01/04/23 | D/L |
| Licence to Alter | 902.00 | 929.00 | 01/04/23 | D/L |
| Sale of Council Houses - Mortgage Fees | 167.00 | 172.00 | 01/04/23 | D/L |
| Mortgage Redemption Fees: | | | | |
| Early redemption | 151.00 | 155.00 | 01/04/23 | D/L |
| Complete term | 79.00 | 184.00 | 01/04/23 | D/L |
| Deeds of release for pre-emption discount repayment | 177.00 | 182.00 | 01/04/23 | D/L |
| Release from Mortgage Covenant | 117.00 | 121.00 | 01/04/23 | D/L |
| Second Charge Questionnaire | 119.00 | 123.00 | 01/04/23 | D/L |
| Enquiries re: Discount repayment from Commercial sources | 85.00 | 88.00 | 01/04/23 | D/L |
| Administration fee re:enquiries from commercial sources on 2nd charges | 64.00 | 66.00 | 01/04/23 | D/L |

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**oneSource
Legal & Governance**

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Reserve/Access Licences: | | | | |
| Single payment | 68.00 | 70.00 | 01/04/23 | D/L |
| Annual payment | 22.00 | 23.00 | 01/04/23 | N/P |
| Lease of shops/offices: | | | | |
| Town centre | 1,751.00 | 1,804.00 | 01/04/23 | D/L |
| Other | 1,167.00 | 1,202.00 | 01/04/23 | D/L |
| Complex Commercial Leases | | | | |
| (fees dependent on complexity, urgency and time) | | | | |
| Sale of surplus land/property | | | | |
| 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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**oneSource
Legal & Governance**

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Planning Agreements (Section 106 Town & Country Planning act 1990) | £168 - £276 ph | £173-£284ph | 01/04/23 | D/L |
| Unilateral Undertaking | £168 - £276 ph | £173-£284ph | 01/04/23 | D/L |
| Legal Charges | | | | |
| S38 Highways Act 1980 Supervision | £168 - £276 ph | £173-£284ph | 01/04/23 | D/L |
| Section 278 Highways Act 1980 | £168 - £276 ph | £173-£284ph | 01/04/23 | D/L |
| Highway Agreements (Minimum Fee) | 584.00 | 602.00 | 01/04/23 | D/L |

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**oneSource
Legal & Governance**

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Use of Council Chamber and Committee Rooms – Town Hall | | | | |
| Council Chamber | | | | |
| Monday to Friday - per whole day | 402.00 | 402.00 | 01/04/22 | P |
| Monday to Friday - per half day | 202.00 | 202.00 | 01/04/22 | P |
| Weekends - per whole day | 556.00 | 556.00 | 01/04/22 | P |
| Weekends - per half day | 280.00 | 280.00 | 01/04/22 | P |
| Evenings - after 6pm (Fridays and weekends only) | 243.00 | 243.00 | 01/04/22 | P |
| Committee Room 3 | | | | |
| Monday to Friday - per whole day | 250.00 | 250.00 | 01/04/22 | P |
| Monday to Friday - per half day | 125.00 | 125.00 | 01/04/22 | P |
| Monday to Friday - per 2 hour session | 96.00 | 96.00 | 01/04/22 | P |
| Evening - after 6pm (Fridays and weekends only) | 125.00 | 125.00 | 01/04/22 | P |
| Other Committee Rooms - per hour (daytime & evening) | | | | |
| Room 1 | 38.00 | 38.00 | 01/04/22 | P |
| Room 2 | 38.00 | 38.00 | 01/04/22 | P |
| Room 4 | 38.00 | 38.00 | 01/04/22 | P |
| Lettings to Charities and Voluntary Organisations | | | | |
| Lettings to charities and voluntary organisations will usually attract a 50% | | | | |

Basis of Increase:

C - An increase dependent on committee approval

G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

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

S - An increase above inflation in line with a corporate saving plan

D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

**oneSource
Legal & Governance**

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Land and Property Services Various charges for services to private sector | | | | |
| Democratic Services Copies of the Constitution | 34.00 | 34.00 | 01/04/22 | P |
| 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 | 2.06 | 2.06 | 01/04/22 | P |
| Cost per additional page | 0.21 | 0.21 | 01/04/22 | P |

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Legal & Governance**

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|---|---|--|---|
| Admission appeals | | | | |
| Per appeal withdrawn before processing | No charge | No charge | 01/04/14 | P |
| Per processed appeal withdrawn less than three weeks before hearing | 175.00 | Service is no longer provided | 01/04/23 | D/P |
| Per appeal withdrawn once papers for hearing have been distributed | 212.00 | | 01/04/23 | D/P |
| Per appeal heard | 282.00 | | 01/04/23 | D/P |
| Per appeal referred to the Secretary of State alleging maladministration | Charge to be agreed on per appeal basis | Charge to be agreed on per appeal basis | 01/04/20 | P |
| Per appeal subject to judicial review proceedings | Charge to be agreed on per appeal basis | Charge to be agreed on per appeal basis | 01/04/20 | P |
| Fixed Term Contract(min 2 yrs) | 222 per appeal | Service is no longer provided | 01/04/23 | D/P |
| Exclusion reviews | | | | |
| Per review withdrawn before processing | No charge | No charge | | |
| Per processed review withdrawn less than three weeks before hearing | 171.00 | Service is no longer provided | 01/04/23 | D/P |
| Per review withdrawn once papers for hearing have been distributed | 203.00 | | 01/04/23 | D/P |

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Legal & Governance**

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Education Appeals: | | | | |
| Per review heard | | | | |
| For first hour of hearing and up to four hours of the clerk's time after the | 333.00 | Service is no longer provided | 01/04/23 | D/P |
| For each subsequent hour or part of an hour of hearing; plus | 75.00 | | 01/04/23 | D/P |
| For each subsequent hour or part of an hour of clerk's time | 52.00 | | 01/04/23 | D/P |
| Per review referred to the Secretary of State alleging maladministration | Charge to be | | 01/04/20 | P |
| Per review subject to judicial review proceedings | agreed on per appeal basis | | 01/04/20 | P |
| Applications to correct the Registers of Common Land and Town and | | | | |
| Declaration of entitlement to exercise a right of common | 40.00 | 41.00 | 01/04/23 | I/N/P |
| Creation of a right of common resulting in the registration of new common | No charge | No charge | | L |
| Creation of a right of common over existing common land | 155.00 | 160.00 | 01/04/23 | I/N/P |
| Variation of a right of a common | 155.00 | 160.00 | 01/04/23 | I/N/P |
| Apportionment of a right of common | 155.00 | 160.00 | 01/04/23 | I/N/P |
| Attachment of a right of common | No charge | No charge | | L |
| Re-allocation of attached rights | 155.00 | 160.00 | 01/04/23 | I/N/P |
| Transfer of a right in gross | 64.00 | 66.00 | 01/04/23 | I/N/P |

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**oneSource
Legal & Governance**

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Surrender or extinguishment of a right of common | 103.00 | 106.00 | 01/04/23 | N/P |
| Statutory disposition pursuant to section 14 of the 2006 Act (including the exchange of land for land subject to a statutory disposition) | 236.00 | 243.00 | 01/04/23 | D/L |
| Registration of a new town or village green other than by owner | No charge | No charge | 15/12/14 | L |
| Registration of a new town or village green by the owner | No charge | No charge | 15/12/14 | L |

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- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

Basis for setting charge increase above complies with either:

- P - The Corporate Charging Policy
- L - A local charging policy that deviates from the Corporate Charging Policy

**oneSource
Legal & Governance**

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|------------------------------------|--|--|--|---|
| Electoral Registration | | | | |
| Sale of Electoral Registers | | | | |
| Data format | 20.00 | 20.00 | 01/02/01 | P |
| Additional charge per 1000 entries | 1.50 | 1.50 | 01/02/01 | P |
| Paper format | 10.00 | 10.00 | 01/02/01 | P |
| Additional charge per 1000 entries | 5.00 | 5.00 | 01/02/01 | P |

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**oneSource
Legal & Governance**

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Electoral Registration | | | | |
| Registration Certificate | 0.00 | 0.00 | 01/04/19 | P |
| Charge for each additional year checked | 0.00 | 0.00 | 01/04/18 | P |
| Ward Map | 4.20 | 4.20 | 01/04/20 | P |
| Photocopying: | | | | |
| First page | 2.40 | 2.40 | 01/04/20 | P |
| Cost per | 0.36 | 0.36 | 01/04/20 | P |

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Childrens Childrens Services

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| MY PLACE: (All charges are for 1hr unless stated otherwise) | | | | |
| Off Peak (Mon - Fri 9am - 6pm) | | | | |
| Performance Hall | 25.25 | 27.00 | 01/04/23 | I/N/P |
| Performance Hall with sound and lighting: | 32.45 | 35.00 | 01/04/23 | I/N/P |
| Performance Hall with staging 4 hrs (if stage erected by myplace staff) | 153.75 | 158.00 | 01/04/23 | I/N/P |
| Music Studio | | | | |
| 1 hr | 12.50 | 14.00 | 01/04/23 | I/N/P |
| Technician | 26.00 | 27.00 | 01/04/23 | I/N/P |
| Games Room | 19.50 | 22.00 | 01/04/23 | I/N/P |
| Art Room | 11.00 | 12.00 | 01/04/23 | I/N/P |
| Health Room | 9.25 | 11.00 | 01/04/23 | I/N/P |
| IAG Room | 8.75 | 10.00 | 01/04/23 | I/N/P |
| Counselling Room | 8.75 | 10.00 | 01/04/23 | I/N/P |
| Large Meeting Room | 16.50 | 18.00 | 01/04/23 | I/N/P |
| <p>N.B The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service.</p> | | | | |

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Childrens Childrens Services

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Off Peak (Mon - Fri 9am - 6pm) | | | | |
| Small Meeting Room | 11.50 | 12.00 | 01/04/23 | I/N/P |
| Youth Wing | 15.00 | 16.50 | 01/04/23 | I/N/P |
| IT Hub - reservation fee per computer | No charge | No charge | | L |
| Bike Shed | | 13.50 | 01/04/23 | NEW |
| Peak (Mon - Fri after 6pm) | | | | |
| Performance Hall | 30.50 | 33.00 | 01/04/23 | I/N/P |
| Performance Hall with sound and lighting: | 45.00 | 48.00 | 01/04/23 | I/N/P |
| Performance Hall with staging 4 hrs (if stage erected by myplace staff) | 215.00 | 221.00 | 01/04/23 | I/N/P |
| Music Studio | | | | |
| 1 hr | 16.00 | 18.00 | 01/04/23 | I/N/P |
| Technician | 26.00 | 27.00 | 01/04/23 | I/N/P |
| Games Room | 27.00 | 28.50 | 01/04/23 | I/N/P |
| Art Room | 15.00 | 16.50 | 01/04/23 | I/N/P |
| Health Room | 12.50 | 14.00 | 01/04/23 | I/N/P |
| IAG Room | 12.00 | 13.50 | 01/04/23 | I/N/P |
| N.B The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service. | | | | |

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Childrens Childrens Services

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| Peak (Mon - Fri after 6pm) | | | | |
| Counselling Room | 11.85 | 13.50 | 01/04/23 | I/N/P |
| Large Meeting Room | 20.00 | 21.00 | 01/04/23 | I/N/P |
| Small Meeting Room | 14.50 | 15.00 | 01/04/23 | I/N/P |
| Youth Wing | 18.50 | 20.00 | 01/04/23 | I/N/P |
| IT Hub - reservation fee per computer | No charge | No charge | | L |
| Bike Shed | | 15.50 | 01/04/23 | NEW |
| <p>N.B The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service.</p> | | | | |

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Childrens Childrens Services

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|---|--|--|--|---|
| Saturday and Sunday | | | | |
| Performance Hall | 81.50 | 85.00 | 01/04/23 | I/N/P |
| Performance Hall with sound and lighting: | 106.00 | 110.00 | 01/04/23 | I/N/P |
| Performance Hall with staging 4 hrs (if stage erected by myplace staff) | 477.50 | 490.00 | 01/04/23 | I/N/P |
| Music Studio | | | | |
| 1 hr | 53.00 | 55.00 | 01/04/23 | I/N/P |
| Technician | 32.00 | 33.00 | 01/04/23 | I/N/P |
| Games Room | 80.00 | 83.00 | 01/04/23 | I/N/P |
| Art Room | 59.00 | 61.00 | 01/04/23 | I/N/P |
| Health Room | 55.00 | 57.00 | 01/04/23 | I/N/P |
| IAG Room | 53.50 | 55.00 | 01/04/23 | I/N/P |
| Counselling Room | 55.00 | 57.00 | 01/04/23 | I/N/P |
| Large Meeting Room | 68.00 | 70.00 | 01/04/23 | I/N/P |
| Small Meeting Room | 57.00 | 59.00 | 01/04/23 | I/N/P |
| Youth Wing | 65.00 | 67.00 | 01/04/23 | I/N/P |
| IT Hub - reservation fee per computer | No charge | No charge | | L |
| Bike Shed | | 64.00 | 01/04/23 | NEW |
| N.B The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service. | | | | |

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Childrens Childrens Services

(B) Charges determined by Committee

*VAT inclusive

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|--|--|--|--|---|
| Weekly Charges Storage Charge for Hirers (per week) | 5.70 | 6.25 | 01/04/23 | I/N/P |
| One off Event Charges Stall Hire for Events | | £10 Per Hour | 01/04/23 | NEW |

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Childrens Learning & Achievement

(A) Statutory and Nationally Agreed Charges -

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--|--|--|--|---|
| 1 Non Attendance and Holiday Fines | | | | |
| 1a Penalty Notices | | | | |
| Penalty Notice paid within 21 days | 60.00 | 60.00 | 01.09.12 | P |
| Penalty Notice paid after 21 days | 120.00 | 120.00 | 01.09.12 | P |
| Charges are per child, per parent | | | | |
| Fines must be paid within 28 days to avoid prosecution | | | | |

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Childrens Learning & Achievement

(B) Charges determined by Committee

*VAT inclusive

| Income Source | Charges 2022/23 (from April 2022) £ | Charges 2023/24 (from April 2023) £ | Operative Date of Latest Notified Charge | Basis of Increase and Charging Policy |
|--------------------------|--|--|--|---|
| 1 Schools Meals | | | | |
| 1a Primary School Meal | 2.37 | 2.45 | 01/04/21 | P |
| 1b Secondary School Meal | 2.63 | 2.70 | 01/04/21 | P |
| 1c Special Infant | 2.37 | 2.45 | 01/04/21 | P |
| Special Junior | 2.37 | 2.45 | 01/04/21 | P |
| Adult | 3.50 | 3.63 | 01/04/21 | P |

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