



Housing & Health

Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
		£	£	%	

Environmental Health Licences

Riding Establishments (excl. vet fees)	Cost Recovery	per annum	416.00	426.40	2.50%	OS
Zoos - New Licence (excl. vet fees)	Cost Recovery	per 4 year registration	2,006.00	2,056.20	2.50%	OS
Zoos - Year 6 renewal licence inspection (excl. vet fees)	Cost Recovery	per 6 years	1,551.00	1,589.80	2.50%	OS
Zoos - Transfer of Licence	Cost Recovery	per transfer	677.00	693.90	2.50%	OS
Dangerous Wild Animals (excl. vet fees)	Cost Recovery	per annum	569.00	583.20	2.50%	OS
Dog breeding establishments (excl. vet fees)	Cost Recovery	per annum	246.00	252.20	2.52%	OS
Animal boarding establishments (exc. vet fees)	Cost Recovery	per annum	246.00	252.20	2.52%	OS
Home boarding establishments (excl. vet fees)	Cost Recovery	per annum	116.00	118.90	2.50%	OS
Dog Creche (excl. vet fees)	Cost Recovery	per annum	-	252.00	100.00%	OS
Pet Shops (excl. vet fees)	Cost Recovery	per annum	201.00	206.00	2.49%	OS
Registration for Skin Piercing (Static/Home Business)	Cost Recovery	per business	197.00	201.90	2.49%	OS
Registration for Skin Piercing (Person)	Cost Recovery	per person or premises	124.00	127.10	2.50%	OS
Registration for Peripatetic Skin Piercing (includes one operator)	Cost Recovery	per business	197.00	201.90	2.49%	OS
Update to an existing Skin Piercing registration	Cost Recovery	per update	124.00	127.10	2.50%	OS
Street Trading: Occasional Registered Charity (up to one month)	Cost Recovery	per month	58.00	59.50	2.59%	OS
Street Trading: Occasional (up to one month)	Cost Recovery	per month	114.00	116.90	2.54%	OS
Street Trading: Peripatatic (e.g. ice cream van)	Cost Recovery	per annum	329.00	337.20	2.49%	OS
Street Trading: Static (e.g. burger van)	Cost Recovery	per annum	334.00	342.40	2.51%	OS
Additional Licence fee for second reminder letter	Cost Recovery	per letter	23.00	23.60	2.61%	OS
Additional Licence fee for chasing applications after the expiry of current licence	Cost Recovery	per licence	50.00	51.30	2.60%	OS

Training Courses

Level 2 Food Safety Training	Cost Recovery	per person, per course	67.00	68.70	2.54%	E
Level 2 Health & Safety Training	Cost Recovery	per person, per course	67.00	68.70	2.54%	E
Level 2 Food Safety Refresher Training	Cost Recovery	per person, per course	42.00	43.10	2.62%	E
Level 2 Health & Safety Refresher Training	Cost Recovery	per person, per course	42.00	43.10	2.62%	E
Level 2 Food Hygiene Training (up to 14 places at customer's premises)	Cost Recovery	per course	540.00	553.50	2.50%	E
Level 2 Food Hygiene Refresher Training (up to 14 places at customer's premises)	Cost Recovery	per course	620.00	635.50	2.50%	E
Cancellation Fee (less than 10 working days before course)	Cost Recovery	per person, per course	100% of fee paid	100% of fee paid	N/A	E

Miscellaneous Fees & Charges

Food register	Cost Recovery	per single entry	13.00	13.30	2.31%	n/a
Food register	Cost Recovery	per category	27.00	27.70	2.59%	n/a
Food register	Cost Recovery	per full copy	79.00	81.00	2.53%	n/a

	Basis of Charge	Unit of Charge	2016/17 Charge £	2017/18 Charge £	Year on Year Variance %	VAT
Additional Land charge enquiries	Cost Recovery	per hour or part	62.00	63.60	2.58%	n/a
Issue of certificate following surrender of food (excl. disposal costs)	Cost Recovery	per hour or part	50.00	51.30	2.60%	n/a
Food export health certificate	Cost Recovery	per hour or part	50.00	51.30	2.60%	n/a
Replacement 'Scores on Doors' certificate	Cost Recovery	per certificate	38.00	-	-100.00%	S
Replacement Food Hygiene Rating certificate	Cost Recovery	per certificate	-	25.00	100.00%	S
Replacement of any environmental health licence or registration documents	Cost Recovery	each	50.00	51.30	2.60%	S
Statement of fact for civil cases	Cost Recovery	per hour	50.00	51.30	2.60%	S
Standards inspection for immigration	Cost Recovery	per inspection	150.00	153.80	2.53%	S
Housing Notices	Cost Recovery	fixed charge	345.00	353.60	2.49%	S
Fixed penalty for failure to belong to an approved redress scheme	Cost Recovery	fixed charge	5,000.00	5,125.00	2.50%	n/a
Letter confirming food premises registration	Cost Recovery	per letter	38.00	39.00	2.63%	S
Attendance at Exhumations	Cost Recovery	per hour (or part)	50.00	51.30	2.60%	S

Private Water Supplies

Risk Assessment (smaller supplies - Regulation 10)	Cost Recovery	per assessment	up to £500	up to £500	0.00%	n/a
Risk Assessment (larger supplies - Regulation 9)	Cost Recovery	per assessment	up to £500	up to £500	0.00%	n/a
Risk Assessment (Desktop)	Cost Recovery	per assessment	up to £500	up to £500	0.00%	n/a
Sampling Visit (excl. analysis costs)	Cost Recovery	per visit	83.33	83.33	0.00%	S
Investigation (excl. analysis costs)	Cost Recovery	per investigation	83.33	83.33	0.00%	S
Granting of Authorisation	Cost Recovery	per authorisation	83.33	83.33	0.00%	n/a
Analysis Costs (Regulation 10)	Cost Recovery	per set of samples	up to £25	up to £25	0.00%	n/a
Analysis Costs (Check Monitoring)	Cost Recovery	per set of samples	up to £100	up to £100	0.00%	n/a
Analysis Costs (Audit Monitoring)	Cost Recovery	per set of samples	up to £500	up to £500	0.00%	n/a

HMO Licensing Fees

Licence for a HMO with no more than 5 bedrooms (initiated by applicant without LA intervention)	Cost Recovery	fixed charge	825.00	845.60	2.50%	n/a
Licence for a HMO with no more than 5 bedrooms (initiated by applicant with LA intervention)	Cost Recovery	fixed charge	1,120.00	1,148.00	2.50%	n/a
Additional bedrooms	Cost Recovery	each	15.00	15.40	2.67%	n/a
BACS refund on full licence fee for receipt of complete valid application within 21 days without further LA intervention			100.00	102.50	2.50%	n/a
Variation of licence, other than change of address	Cost Recovery		125.00	128.10	2.48%	n/a

HMO Licensing Fees

Renewal of HMO Licence	Cost Recovery		685.00	685.00	0.00%	n/a
BACS refund for receipt of complete valid renewal applications more than 3 months before current licence expires			100.00	102.50	2.50%	n/a
Confirmation of empty home status for VAT reduction	Cost Recovery		77.00	78.90	2.47%	n/a

Miscellaneous Engineering Fees



Housing & Health

	Basis of Charge	Unit of Charge	2016/17 Charge £	2017/18 Charge £	Year on Year Variance %	VAT
Street parties (non-commercial)			free	free	0.00%	
Sewer Records/Plans		per item	27.00	27.70	2.59%	n/a

OTHER LICENCES

Sex Establishments	Cost Recovery	per annum	2,615.00	2,680.40	2.50%	n/a
Sex Establishments	Cost Recovery	per renewal	2,315.00	2,372.90	2.50%	n/a
Sex Establishments	Cost Recovery	transfer	75.00	76.90	2.53%	n/a
Hypnotism Act 1952 - Occasional licensed premises	Cost Recovery		140.00	143.50	2.50%	n/a
Hypnotism Act 1952 - Occasional unlicensed premises	Cost Recovery		540.00	553.50	2.50%	n/a
Scrap Metal Site Licence	Cost Recovery	per licence granted	246.00	252.20	2.52%	n/a
Scrap Metal Site Licence	Cost Recovery	per licence renewed	182.70	187.30	2.52%	n/a
Scrap Metal Site Licence - Variation, Name Change, Change of Site	Cost Recovery	per change	43.50	44.60	2.53%	n/a
Scrap Metal Collectors Licence	Cost Recovery	per licence granted	222.50	228.10	2.52%	n/a
Scrap Metal Collectors Licence	Cost Recovery	per licence renewed	159.20	163.20	2.51%	n/a
Scrap Metal Collectors Licence - Variation, Name Change	Cost Recovery	per change	43.50	44.60	2.53%	n/a

TAXI LICENSING

Hackney Carriage Vehicle/Proprietor Licence	Cost Recovery	per renewal	274.00	280.90	2.52%	n/a
Hackney Carriage Vehicle/Proprietor Licence	Cost Recovery	per new vehicle	308.00	315.70	2.50%	n/a
Private Hire Vehicle / Proprietor Licence	Cost Recovery	per renewal	274.00	280.90	2.52%	n/a
Private Hire Vehicle / Proprietor Licence	Cost Recovery	per new licence	308.00	315.70	2.50%	n/a
Private Hire drivers licence	Cost Recovery	per renewal	264.00	207.60	-21.36%	n/a
Private Hire drivers licence	Cost Recovery	per new licence	369.00	378.20	2.49%	n/a
Hackney Carriage Vehicle/Proprietor (renewal) where able to transport a person whilst remaining in a wheelchair	Cost Recovery	first year	100% discount	100% discount	n/a	n/a
Hackney Carriage Vehicle/Proprietor (renewal) where able to transport a person whilst remaining in a wheelchair	Cost Recovery	Subsequent years	50% discount	50% discount	n/a	n/a
Private Hire Business Operator - up to 6 vehicles	Cost Recovery	per licence	258.00	264.50	2.52%	n/a
Private Hire Business Operator - additional vehicles	Cost Recovery	per vehicle	30.00	30.80	2.66%	n/a
Dual Driver (Hackney/Private Hire)	Cost Recovery	per renewal	264.00	270.60	2.50%	n/a
Dual Driver (Hackney/Private Hire) (Grant)	Cost Recovery	per new licence	369.00	378.20	2.49%	n/a
Change of vehicle	Cost Recovery	per change	78.00	80.00	2.56%	n/a
Change of Vehicle DVLA registration number	Cost Recovery	per change	45.00	46.10	2.44%	n/a
Change of Vehicle licence designation - Hackney to Private	Cost Recovery	per change	45.00	46.10	2.44%	n/a
Change of Vehicle licence designation -Private to Hackney	Cost Recovery	per change	45.00	46.10	2.44%	n/a
Change of vehicle proprietor with unexpired licence	Cost Recovery	per change	45.00	46.10	2.44%	n/a
Convert drivers licence to dual driver	Cost Recovery	per change	45.00	46.10	2.44%	n/a



Housing & Health

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
Knowledge Test	Cost Recovery	per test	91.00	93.30	2.53%	n/a
Roof light (complete)	Cost Recovery	per light	68.33	70.00	2.44%	S
Roof light (cover or base plate separate)	Cost Recovery	per light	36.67	37.60	2.54%	S
Charge for unusable/damaged returned roof light to be discounted from any refund	Cost Recovery	per light	15.83	16.20	2.34%	S
Replacement badge	Cost Recovery	per badge	22.50	23.10	2.67%	S
Replacement plate/trailer plate	Cost Recovery	per plate	36.67	37.60	2.54%	S
Roof light bulb	Cost Recovery	per bulb	2.08	2.10	0.96%	S
Magnets (sold as pair)	Cost Recovery	per pair	6.67	6.80	1.95%	S
Executive Private Hire Disc	Cost Recovery	per disc	10.83	11.10	2.49%	S
Table of fares/windscreen badge			Free	Free	0.00%	s
Distribution of free literature	Cost Recovery	per distribution	28.33	29.00	2.36%	S

PREMISES LICENCES

Application for premises, club premises certificate, variations (excluding change of name and address or designated premises supervisor) conversion/variation - Band A - rateable value £0-£4,300	Statutory Fee	per band A premises	100.00	100.00	0.00%	n/a
Application for premises, club premises certificate, variations (excluding change of name and address or designated premises supervisor) conversion/variation - Band B - rateable value £4,301-33,000	Statutory Fee	per band B premises	190.00	190.00	0.00%	n/a
Application for premises, club premises certificate, variations (excluding change of name and address or designated premises supervisor) conversion/variation - Band C - rateable value £33,001-£87,000	Statutory Fee	per band C premises	315.00	315.00	0.00%	n/a
Application for premises, club premises certificate, variations (excluding change of name and address or designated premises supervisor) conversion/variation - Band D - rateable value £87,001-£125,000	Statutory Fee	per band D premises	450.00	450.00	0.00%	n/a
Application for premises, club premises certificate, variations (excluding change of name and address or designated premises supervisor) conversion/variation - Band E - rateable value £125,000 and over	Statutory Fee	per band E premises	635.00	635.00	0.00%	n/a
PREMISES LICENCES (Holders of premises licences and club premises certificate) - Band A - rateable value £0-£4,300	Statutory Fee	per band A premises per annum	70.00	70.00	0.00%	n/a
PREMISES LICENCES (Holders of premises licences and club premises certificate) - Band B - rateable value £4,301-33,000	Statutory Fee	per band B premises per annum	180.00	180.00	0.00%	n/a
PREMISES LICENCES (Holders of premises licences and club premises certificate) - Band C - rateable value £33,001-£87,000	Statutory Fee	per band C premises per annum	295.00	295.00	0.00%	n/a
PREMISES LICENCES (Holders of premises licences and club premises certificate) - Band D - rateable value £87,001-£125,000	Statutory Fee	per band D premises per annum	320.00	320.00	0.00%	n/a
PREMISES LICENCES (Holders of premises licences and club premises certificate) - Band E - rateable value £125,000 and over	Statutory Fee	per band E premises per annum	350.00	350.00	0.00%	n/a
PERSONAL LICENCE	Statutory Fee	per licence	37.00	37.93	2.51%	n/a

OTHER FEES AND CHARGES

Supply of copies of information contained in register	Cost Recovery	per black & white A4 sheet	0.10	0.10	0.00%	S
Supply of copies of information contained in register	Cost Recovery	per black & white A3 sheet	0.20	0.21	5.00%	S

	Basis of Charge	Unit of Charge	2016/17 Charge £	2017/18 Charge £	Year on Year Variance %	VAT
Supply of copies of information contained in register	Cost Recovery	per black & white A0 sheet	1.10	1.13	2.73%	S
Supply of copies of information contained in register	Cost Recovery	per colour A4 sheet	0.20	0.21	5.00%	S
Supply of copies of information contained in register	Cost Recovery	per colour A3 sheet	0.50	0.51	2.00%	S
Supply of copies of information contained in register	Cost Recovery	per colour A0 sheet	1.70	1.74	2.35%	S
Application for copy of licence or summary on theft, loss etc of premises licence or summary	Statutory Fee	per application	10.50	10.50	0.00%	n/a
Notification of change of name or address (holder of premises licence)	Statutory Fee	per change	10.50	10.50	0.00%	n/a
Application to vary or to specify individual as premises supervisor	Statutory Fee	per application	23.00	23.00	0.00%	n/a
Application to transfer premises licence	Statutory Fee	per application	23.00	23.00	0.00%	n/a
Interim authority notice	Statutory Fee	per notice	23.00	23.00	0.00%	n/a
Application for making of a provisional statement	Statutory Fee	per statement	315.00	315.00	0.00%	n/a
Application for copy of certificate or summary on theft, loss etc of certificate or summary	Statutory Fee	per copy	10.50	10.50	0.00%	n/a
Notification of change of name or alteration of club rules	Statutory Fee	per change	10.50	10.50	0.00%	n/a
Change of relevant registration address of club	Statutory Fee	per change	10.50	10.50	0.00%	n/a
Temporary event notice	Statutory Fee	per notice	21.00	21.00	0.00%	n/a
Application of copy of notice on theft, loss etc of temporary event notice	Statutory Fee	per copy	10.50	10.50	0.00%	n/a
Application of copy of licence on theft, loss etc of personal licence	Statutory Fee	per copy	10.50	10.50	0.00%	n/a
Notification of change of name or address (personal licence)	Statutory Fee	per change	10.50	10.50	0.00%	n/a
Notice of interest in any premises	Statutory Fee	per notice	21.00	21.00	0.00%	n/a

Gambling Act 2005

Bingo Premises	Cost Recovery	per licence	2,677.50	2,744.44	2.50%	n/a
Bingo Premises	Cost Recovery	per variation	1,339.00	1,372.48	2.50%	n/a
Bingo Premises	Cost Recovery	per transfer	918.00	940.95	2.50%	n/a
Bingo Premises	Cost Recovery	Annual Fee	765.00	784.13	2.50%	n/a
Adult Gaming Centre Premises	Cost Recovery	per licence	1,530.00	1,568.25	2.50%	n/a
Adult Gaming Centre Premises	Cost Recovery	per variation	765.00	784.13	2.50%	n/a
Adult Gaming Centre Premises	Cost Recovery	per transfer	918.00	940.95	2.50%	n/a
Adult Gaming Centre Premises	Cost Recovery	Annual Fee	765.00	784.13	2.50%	n/a
Betting Premises (Track)	Cost Recovery	per licence	1,913.00	1,960.83	2.50%	n/a
Betting Premises (Track)	Cost Recovery	per variation	957.00	980.93	2.50%	n/a
Betting Premises (Track)	Cost Recovery	per transfer	727.00	745.18	2.50%	n/a
Betting Premises (Track)	Cost Recovery	Annual Fee	765.00	784.13	2.50%	n/a
Betting Premises (Other)	Cost Recovery	per licence	2,300.00	2,357.50	2.50%	n/a
Betting Premises (Other)	Cost Recovery	per variation	1,148.00	1,176.70	2.50%	n/a



Housing & Health

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			£	£	%	
Betting Premises (Other)	Cost Recovery	per transfer	918.00	940.95	2.50%	n/a
Betting Premises (Other)	Cost Recovery	Annual Fee	300.00	307.50	2.50%	n/a
Family Entertainment Centre Premises	Cost Recovery	per licence	1,530.00	1,568.25	2.50%	n/a
Family Entertainment Centre Premises	Cost Recovery	per variation	765.00	784.13	2.50%	n/a
Family Entertainment Centre Premises	Cost Recovery	per transfer	727.00	745.18	2.50%	n/a
Family Entertainment Centre Premises	Cost Recovery	Annual Fee	574.00	588.35	2.50%	n/a
Temporary Use Notices	Cost Recovery	per notice	500.00	512.50	2.50%	n/a
Temporary Use Notices	Cost Recovery	per copy	25.00	25.63	2.52%	n/a
Gaming Machine Permit 10 years (Up to 2 machines)	Statutory Fee	per permit	50.00	50.00	0.00%	n/a
Club Gaming Machine Permit 5 years (Up to 3 machines)	Statutory Fee	per permit	100.00	100.00	0.00%	n/a
Club Gaming Machine Permit	Statutory Fee	Annual Fee	50.00	50.00	0.00%	n/a
Small Lotteries	Statutory Fee	per setup	40.00	40.00	0.00%	n/a
Small Lotteries	Statutory Fee	per renewal	20.00	20.00	0.00%	n/a

CCTV Cameras

Ware Town Council	Cost Recovery	per annum	10,600.00	10,865.00	2.50%	n/a
Hertford Town Council	Cost Recovery	per annum	21,330.00	21,863.25	2.50%	n/a
Bishop's Stortford Town Council	Cost Recovery	per annum	21,800.00	22,345.00	2.50%	n/a

HOSTELS

Hillcrest Hostel Single Room (excl. service charges)	Cost Recovery	per week	195.00	195.00	0.00%	E/OS?
Hillcrest Hostel Double Room (excl. service charges)	Cost Recovery	per week	220.00	220.00	0.00%	E/OS?
Hillcrest Hostel Family Room (excl. service charges)	Cost Recovery	per week	230.00	230.00	0.00%	E/OS?
Bed & Breakfast - Single person	Discretionary	per week	100.10	102.62	2.52%	E/OS?
Bed & Breakfast - Single person	Discretionary	per day	14.30	14.66	2.52%	E/OS?
Bed & Breakfast - Single person and one child	Discretionary	per week	132.72	136.01	2.48%	E/OS?
Bed & Breakfast - Single person and one child	Discretionary	per day	18.96	19.43	2.48%	E/OS?
Bed & Breakfast - Single person and two children	Discretionary	per week	144.20	147.84	2.52%	E/OS?
Bed & Breakfast - Single person and two children	Discretionary	per day	20.60	21.12	2.52%	E/OS?
Bed & Breakfast - Couple	Discretionary	per week	132.72	136.01	2.48%	E/OS?
Bed & Breakfast - Couple	Discretionary	per day	18.96	19.43	2.48%	E/OS?
Bed & Breakfast - Couple and one child	Discretionary	per week	155.68	159.60	2.52%	E/OS?
Bed & Breakfast - Couple and one child	Discretionary	per day	22.24	22.24	0.00%	E/OS?
Bed & Breakfast - Couple and two children	Discretionary	per week	168.28	168.28	0.00%	E/OS?
Bed & Breakfast - Couple and two children	Discretionary	per day	24.04	24.64	2.50%	E/OS?



Housing & Health

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			£	£	%	
Bed & Breakfast - Additional children up to 16	Discretionary	per week	13.65	14.00	2.56%	E/OS?
Bed & Breakfast - Additional children up to 16	Discretionary	per day	1.95	2.00	2.56%	E/OS?

Planning

Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
		£	£	%	

PRE-APPLICATION ADVICE

Householder proposals	Discretionary	Initial fee	25.00	108.33	333.32%	S
Householder proposals	Discretionary	Secondary fee	12.50	54.17	333.36%	S
Request for informal confirmation that proposed development comprises 'permitted development'. (Not Lawful Development Certificate)	Discretionary	Initial fee	41.60	108.33	160.41%	S
Request for informal confirmation that proposed development comprises 'permitted development'. (Not Lawful Development Certificate)	Discretionary	Secondary fee	20.83	-	-100.00%	S
Largescale Major Development Proposals	Discretionary	Initial fee	1,000.00	Individually quoted fee	-100.00%	S
Largescale Major Development Proposals	Discretionary	Secondary fee	500.00	-	-100.00%	S
Smallscale Major Development Proposals	Discretionary	Initial fee	700.00	Individually quoted fee	-100.00%	S
Smallscale Major Development Proposals	Discretionary	Secondary fee	350.00	-	-100.00%	S
Minor Development (single new or replacement dwellings and other development of less than 50sqm floorspace)	Discretionary	Initial fee	300.00	300.00	0.00%	S
Minor Development (single new or replacement dwellings and other development of less than 50sqm floorspace)	Discretionary	Secondary fee	150.00	-	-100.00%	S
Minor Development (all other minor development)	Discretionary	Initial fee	375.00	375.00	0.00%	S
Minor Development (all other minor development)	Discretionary	Secondary fee	187.50	-	-100.00%	S
Minor Development (all other minor development)	Discretionary	Initial fee	375.00	375.00	0.00%	S
Minor Development (all other minor development)	Discretionary	Secondary fee	187.50	-	-100.00%	S
Any development where affordable housing is required by virtue of the Council's planning policies and is to be provided	Discretionary	Initial fee	100.00	-	-100.00%	S
Other Development	Discretionary	Initial fee	100.00	100.00	0.00%	S
Other Development	Discretionary	Secondary fee	50.00	50.00	0.00%	S
Advertisement proposals	Discretionary	Initial fee	41.67	83.33	99.98%	S
Advertisement proposals	Discretionary	Secondary fee	20.83	-	-100.00%	S
Heritage advice	Discretionary	Initial fee	41.67	108.33	149.97%	S
Heritage advice	Discretionary	Secondary fee	20.83	54.17	160.06%	S
Meetings - major & minor developments	Discretionary		-	included in quoted fee	0.00%	S
Meetings - all other development sites	Discretionary	per officer per hour	-	20.83	100.00%	S
Provision of urgent advice	Discretionary	within 5 working days	-	2 x quoted fee	0.00%	S

FEEs IN RESPECT OF APPLICATIONS FOR PLANNING APPROVAL OF RESERVED MATTERS

TYPE OF DEVELOPMENT - OPERATIONS

1 Erection of Dwellinghouses (other than development within category 6)

a) i) Where application is for outline planning permission and site area does not exceed 2.5 hectares	Statutory Fee	per 0.1 hectare of site area	385.00	385.00	0.00%	E/OS?
a) ii) Where application is for outline planning permission and site exceeds 2.5 hectares	Statutory Fee	per 2.5 hectare site	9,527.00	9,527.00	0.00%	E/OS?
For each 0.1 hectares in excess of 2.5 hectares, to a maximum in total of £125,000	Statutory Fee	per additional 0.1 hectares	115.00	115.00	0.00%	E/OS?
(b) i) where the number of dwelling houses to be created by development is 50 or fewer,	Statutory Fee	per dwelling house	385.00	385.00	0.00%	E/OS?

Planning

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
b) ii) where number of dwelling houses to be created by development exceeds 50, and	Statutory Fee	per 50 dwelling house site	19,049.00	19,049.00	0.00%	E/OS?
for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum of £250,000	Statutory Fee	per additional dwelling house	115.00	115.00	0.00%	E/OS?
2 Erection of buildings (not in categories 1, 3, 4, 5, or 7)						
a) i) Where application is for outline planning permission and site area does not exceed 2.5 hectares,	statutory Fee	per 0.1 hectare of site area	385.00	385.00	0.00%	E/OS?
a) ii) Where application is for outline planning permission and site exceeds 2.5 hectares, and	statutory Fee	per 2.5 hectare site	9,527.00	9,527.00	0.00%	E/OS?
for each 0.1 hectares in excess of 2.5 hectares, to a maximum in total of £125,000	statutory Fee	per additional 0.1 hectares	115.00	115.00	0.00%	E/OS?
(b) i) in other cases where no floor space is to be created	statutory Fee	per case	195.00	195.00	0.00%	E/OS?
b) (ii) where the area of gross floor space to be created does not exceed 40 sq metres	statutory Fee	per case	195.00	195.00	0.00%	E/OS?
b) (iii) where the area of gross floor space to be created does exceed 40 sq metres but not 75 sq metres	statutory Fee	per case	385.00	385.00	0.00%	E/OS?
b) (iv) where the area of gross floor space to be created exceeds 75 sq metres but not 3750 sq metres	statutory Fee	per 75 sq metres of area	385.00	385.00	0.00%	E/OS?
(v) where the area of gross floor space to be created exceeds 3750 sq metres, and	statutory Fee	per case	19,049.00	19,049.00	0.00%	E/OS?
for each 75 sq metres in excess of 3750, up to a maximum of £250,000	statutory Fee	per additional 75 sq metres	115.00	115.00	0.00%	E/OS?
3 Erection on land used for the purposes of agriculture, of buildings to be used for agricultural purposes (other than buildings in category 4)						
(a) i) Where application is for outline planning permission and site area does not exceed 2.5 hectares,	Statutory Fee	per 0.1 hectares of site	385.00	385.00	0.00%	E/OS?
a) ii) Where application is for outline planning permission and site exceeds 2.5 hectares, and	Statutory Fee	per 2.5 hectare site	9,527.00	9,527.00	0.00%	E/OS?
for each 0.1 hectares in excess of 2.5 hectares, to a maximum in total of £125,000	Statutory Fee	per additional 0.1 hectares	115.00	115.00	0.00%	E/OS?
b) (i) where the area of gross floor space to be created does not exceed 465 sq metres	Statutory Fee	per case	80.00	80.00	0.00%	E/OS?
b) (iii) where the area of gross floor space to be created does exceed 465 sq metres but not 540 sq metres	Statutory Fee	per case	385.00	385.00	0.00%	E/OS?
b) iii) where the area of gross floor space to be created exceeds 540 sq metres but not 4215	Statutory Fee	per case	385.00	385.00	0.00%	E/OS?
for each 75 sq metres in excess of 540	Statutory Fee	per additional 75 sq metres	385.00	385.00	0.00%	E/OS?
b) iv) where the area of gross floor space to be created exceeds 4215 sq metres, and	Statutory Fee	per case	19,049.00	19,049.00	0.00%	E/OS?
for each 75 sq metres in excess of 4215, up to a maximum of £250,000	Statutory Fee	per additional 75 sq metres	115.00	115.00	0.00%	E/OS?
4 Erection of glasshouses on land used for the purposes of agriculture						
a) where the area of gross floor space to be created does not exceed 465 sq metres	Statutory Fee	per case	80.00	80.00	0.00%	E/OS?
b) where the area of gross floor space to be created exceeds 465 sq metres	Statutory Fee	per case	2,150.00	2,150.00	0.00%	E/OS?
5 Erection, alteration or replacement of plant or machinery						
(a) where the site area does not exceed 5 hectares,	Statutory Fee	per 0.1 hectares	385.00	385.00	0.00%	E/OS?
(b) where the site area exceeds 5 hectares, and	Statutory Fee	per 5 hectare site	19,049.00	19,049.00	0.00%	E/OS?
for each 0.1 hectare in excess of 5 hectares, subject to a maximum of £250,000	Statutory Fee	per additional 0.1 hectares	115.00	115.00	0.00%	E/OS?
6 Enlargement, improvement or other alterations of existing dwellinghouses						
(a) where application relates to one dwellinghouse	Statutory Fee	per application	172.00	172.00	0.00%	E/OS?

Planning

	Basis of Charge	Unit of Charge	2016/17 Charge £	2017/18 Charge £	Year on Year Variance %	VAT
(b) where application relates to two or more dwellinghouses	Statutory Fee	per application	339.00	339.00	0.00%	E/OS?
7 Carrying out of operations within the curtilage of a dwelling for the purposes ancillary to the enjoyment of the dwelling (gates, fences, walls etc)	Statutory Fee		172.00	172.00	0.00%	E/OS?
8 Construction of car parks, service roads and other means of access on land used for a single undertaking, where the development is required for a purpose incidental to the existing use of the land.	Statutory Fee		195.00	195.00	0.00%	E/OS?
9 Carrying out of any operations connected with exploratory drilling for oil or natural gas						
(a) where the site area does not exceed 7.5 hectares,	Statutory Fee	per 0.1 hectares	385.00	385.00	0.00%	E/OS?
(b) where the site area exceeds 7.5 hectares,	Statutory Fee	per site of 7.5 hectares	28,750.00	28,750.00	0.00%	E/OS?
for each 0.1 hectare in excess of 5 hectares, subject to a maximum of £250,000	Statutory Fee	per additional 0.1 hectares	115.00	115.00	0.00%	E/OS?
10 Carrying out of any operations not coming within any of the above categories						
(a) in the case of operations for the winning and working of minerals - (i) where the site area does not exceed 15 hectares	Statutory Fee	per 0.1 hectares	195.00	195.00	0.00%	E/OS?
(a) in the case of operations for the winning and working of minerals - (ii) where the site area exceeds 15 hectares	Statutory Fee	per 15 hectare site	29,112.00	29,112.00	0.00%	E/OS?
for each 0.1 hectare in excess of 15 hectares, subject to a maximum of £65,000	Statutory Fee	per additional 0.1 hectares	115.00	115.00	0.00%	E/OS?
(b) in any other case, subject to a maximum of £1,690	Statutory Fee	per 0.1 hectares	195.00	195.00	0.00%	E/OS?
11 Change of use of a building to use as one or more separate dwellinghouses						
(a) where change is from a previous use as a single dwellinghouse to be two or more dwellinghouses (i) Where the change of use is to use is 50 or fewer dwellinghouses	Statutory Fee	per additional dwellinghouse	385.00	385.00	0.00%	E/OS?
(a) where change is from a previous use as a single dwellinghouse to be two or more dwellinghouses (ii) where the change of use is to more than 50 dwellinghouses, and	Statutory Fee	per change	19,049.00	19,049.00	0.00%	E/OS?
for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum of £250,000	Statutory Fee	per dwellinghouse in excess of 50	115.00	115.00	0.00%	E/OS?
(b) in other cases (i) Where the change of use is to use is 50 or fewer dwellinghouses	Statutory Fee	per additional dwellinghouse	385.00	385.00	0.00%	E/OS?
(b) in other cases (ii) where the change of use is to more than 50 dwellinghouses, and	Statutory Fee	per change	19,049.00	19,049.00	0.00%	E/OS?
for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum of £250,000	Statutory Fee	per dwellinghouse in excess of 50	115.00	115.00	0.00%	E/OS?
12 Use of land for disposal of refuse or waste materials; or for the deposit of material remaining after minerals have been extracted from land; or use of land for storage of materials in the open						
(a) where the site area does not exceed 15 hectares,	Statutory Fee	per 0.1 hectares	195.00	195.00	0.00%	E/OS?
(b) where the site exceeds 15 hectares	Statutory Fee	per site	29,112.00	29,112.00	0.00%	E/OS?
for each 0.1 hectare in excess of 15 hectares, to a maximum in total of £65,000	Statutory Fee	per 0.1 hectares in excess of 15	115.00	115.00	0.00%	E/OS?
13 Making a material change for use of a building or land (other than above);	Statutory Fee		385.00	385.00	0.00%	E/OS?
14 a) Lawful Development Certificate - Existing Use - in breach of a planning condition	Statutory Fee	per certificate	as full planning application	as full planning application	0.00%	E/OS?
14 b) Lawful Development Certificate - Existing Use - lawful not to comply with a particular condition	Statutory Fee	per certificate	195.00	195.00	0.00%	E/OS?
14 c) Lawful Development Certificate - Proposed Use	Statutory Fee	per certificate	half the normal planning application fee	half the normal planning application fee	0.00%	E/OS?

Planning

Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
		£	£	%	

15 Prior Approval

(a) Agricultural and Forestry buildings & operations or demolition of buildings	statutory Fee	80.00	80.00	0.00%	E/OS?
(b) Telecommunications Code Systems Operators	statutory Fee	385.00	385.00	0.00%	E/OS?
(c) Prior Approval of Proposed Change of Use to State Funded School	statutory Fee	80.00	80.00	0.00%	E/OS?
(d) Prior Approval of Proposed Change of Use of Agricultural Building to flexible use within Shops, Financial and Professional services, Restaurants and Cafes, Business, Storage or Distribution, Hostels, or Assembly or Leisure	statutory Fee	80.00	80.00	0.00%	E/OS?
(e) Notification of a Proposed Change of Use to Dwelling(s)	statutory Fee	80.00	80.00	0.00%	E/OS?

16 Application for a New Planning Permission to replace an Extant Planning Permission

(a) Applications in respect of major developments	statutory Fee	575.00	575.00	0.00%	E/OS?
(b) Applications in respect of householder developments	statutory Fee	57.00	57.00	0.00%	E/OS?
(c) Applications in respect of other developments	statutory Fee	195.00	195.00	0.00%	E/OS?

Application for a Non-material Amendment Following a Grant of Planning Permission

(a) Applications in respect of householder developments	statutory Fee	28.00	28.00	0.00%	E/OS?
(b) Applications in respect of other developments	statutory Fee	195.00	195.00	0.00%	E/OS?

SCALE OF FEES IN RESPECT OF APPLICATIONS FOR CONSENT TO DISPLAY ADVERTISEMENTS

1 Advertisements displayed on business premises, on the forecourt of business premises or on other land within the curtilage of business premises, wholly with reference to all or any of the following matters:-

(a) the nature of the business or other activity carried out on the premises;	statutory Fee	110.00	110.00	0.00%	E/OS?
(b) the goods sold or the services provided on the premises or;	statutory Fee	110.00	110.00	0.00%	E/OS?
(c) the name and qualifications of the person carrying on such business or activity or supplying such goods or services.	statutory Fee	110.00	110.00	0.00%	E/OS?
2 Advertisements for the purpose of directing members or the public to, or otherwise drawing attention to the existence of, business premises which are in the same locality as the site on which the advertisement is to be displayed but which are not visible from that site.	statutory Fee	110.00	110.00	0.00%	E/OS?
3 All other advertisements.	statutory Fee	385.00	385.00	0.00%	E/OS?

New Dwellings up to 300m² floor area and not more than 3 storeys

1 new dwelling, full plans	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
1 new dwelling, full plans	Cost Recovery	Inspection Fee	498.87	498.87	0.00%	S
1 new dwelling, full plans	Cost Recovery	Building Notice	679.15	679.15	0.00%	S
2 new dwellings, full plans	Cost Recovery	Plan Fee	250.00	250.00	0.00%	S
2 new dwellings, full plans	Cost Recovery	Inspection Fee	641.92	641.92	0.00%	S
2 new dwellings, full plans	Cost Recovery	Building Notice	909.78	909.78	0.00%	S
3 new dwellings, full plans	Cost Recovery	Plan Fee	333.33	333.33	0.00%	S
3 new dwellings, full plans	Cost Recovery	Inspection Fee	811.35	811.35	0.00%	S
3 new dwellings, full plans	Cost Recovery	Building Notice	1,168.51	1,168.51	0.00%	S
4 new dwellings, full plans	Cost Recovery	Plan Fee	416.67	416.67	0.00%	S

Planning

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
4 new dwellings, full plans	Cost Recovery	Inspection Fee	887.17	887.17	0.00%	S
4 new dwellings, full plans	Cost Recovery	Building Notice	1,331.92	1,331.92	0.00%	S
5 new dwellings, full plans	Cost Recovery	Plan Fee	500.00	500.00	0.00%	S
5 new dwellings, full plans	Cost Recovery	Inspection Fee	990.22	990.22	0.00%	S
5 new dwellings, full plans	Cost Recovery	Building Notice	1,521.70	1,521.70	0.00%	S
More than 5 new dwellings, full plans	Cost Recovery	Fees/Notice	Individual Charge	Individual Charge	0.00%	S
Conversion of an existing dwelling into two flats	Cost Recovery	Plan Fee	208.33	208.33	0.00%	S
Conversion of an existing dwelling into two flats	Cost Recovery	Inspection Fee	346.56	346.56	0.00%	S
Conversion of an existing dwelling into two flats	Cost Recovery	Building Notice	554.89	554.89	0.00%	S
Conversion of an existing dwelling into three flats	Cost Recovery	Plan Fee	208.33	208.33	0.00%	S
Conversion of an existing dwelling into three flats	Cost Recovery	Inspection Fee	513.37	513.37	0.00%	S
Conversion of an existing dwelling into three flats	Cost Recovery	Building Notice	721.70	721.70	0.00%	S
Supplementary charge if electrical or gas works are not carried out and registered by a person who is a member of a government approved competent persons scheme. This is increased where the number of electrical circuits involved exceed	Cost Recovery		200.00	200.00	0.00%	

Domestic extensions up to 3 storeys and 100m2 floor area and electrical work (inc. loft conversions and certain garages/ carports)

2a) Domestic Extensions, Loft Conversions, Garages and Car Ports

Certain garages and car ports under 30m2 may be exempt buildings. Please contact Building Control to discuss.

'Extension' includes attached garages and non-exempt conservatories

'Loft Conversion' is the formation of habitable accommodation in an existing loft space of a house or flat

'Garage Conversion' is the formation of habitable accommodation in an existing garage.

Extension internal floor area under 10m2	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Extension internal floor area under 10m2	Cost Recovery	Inspection Fee	272.40	272.40	0.00%	S
Extension internal floor area under 10m2	Cost Recovery	Building Notice	468.33	468.33	0.00%	S
Extension internal floor area under 10m2	Cost Recovery	Regularisation	585.42	585.42	0.00%	E/OS?
Extension internal floor area over 10m2 and under 40m2	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Extension internal floor area over 10m2 and under 40m2	Cost Recovery	Inspection Fee	385.49	385.49	0.00%	S
Extension internal floor area over 10m2 and under 40m2	Cost Recovery	Building Notice	589.41	589.41	0.00%	S
Extension internal floor area over 10m2 and under 40m2	Cost Recovery	Regularisation	736.76	736.76	0.00%	E/OS?
Extension internal floor area over 40m2 and under 100m2	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Extension internal floor area over 40m2 and under 100m2	Cost Recovery	Inspection Fee	498.58	498.58	0.00%	S
Extension internal floor area over 40m2 and under 100m2	Cost Recovery	Building Notice	710.48	710.48	0.00%	S
Extension internal floor area over 40m2 and under 100m2	Cost Recovery	Regularisation	888.10	888.10	0.00%	E/OS?
Loft Conversion internal floor area under 40m2	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Loft Conversion internal floor area under 40m2	Cost Recovery	Inspection Fee	338.93	338.93	0.00%	S
Loft Conversion internal floor area under 40m2	Cost Recovery	Building Notice	542.84	542.84	0.00%	S

Planning

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
Loft Conversion internal floor area under 40m2	Cost Recovery	Regularisation	678.55	678.55	0.00%	E/OS?
Loft Conversion internal floor area over 40m2 and under 100m2	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Loft Conversion internal floor area over 40m2 and under 100m2	Cost Recovery	Inspection Fee	471.98	471.98	0.00%	S
Loft Conversion internal floor area over 40m2 and under 100m2	Cost Recovery	Building Notice	707.83	707.83	0.00%	S
Loft Conversion internal floor area over 40m2 and under 100m2	Cost Recovery	Regularisation	884.78	884.78	0.00%	E/OS?
Extension Loft conversions and extensions where the total floor area exceeds 100m2	Cost Recovery	Fees/Notice	Individual Charge	Individual Charge	0.00%	Various
Erection (or extension) to form a garage or carport under 40m2	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Erection (or extension) to form a garage or carport under 40m2	Cost Recovery	Inspection Fee	94.11	94.11	0.00%	S
Erection (or extension) to form a garage or carport under 40m2	Cost Recovery	Building Notice	271.43	271.43	0.00%	S
Erection (or extension) to form a garage or carport under 40m2	Cost Recovery	Regularisation	339.28	339.28	0.00%	E/OS?
Erection (or extension) to form a garage or carport between 40m2 and 100m2	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Erection (or extension) to form a garage or carport between 40m2 and 100m2	Cost Recovery	Inspection Fee	195.23	195.23	0.00%	S
Erection (or extension) to form a garage or carport between 40m2 and 100m2	Cost Recovery	Building Notice	367.22	367.22	0.00%	S
Erection (or extension) to form a garage or carport between 40m2 and 100m2	Cost Recovery	Regularisation	459.02	459.02	0.00%	E/OS?
Extensions where the total floor area exceeds 100m2	Cost Recovery	Fees/Notice	Individual Charge	Individual Charge	0.00%	Various

2a) Domestic Alterations

The below four alteration categories attract a 30% discount if undertaken at the same time as works listed in Table 2a. (Excluding Regularisations)

Alterations up to £2,000 estimated cost of works	Cost Recovery	Plan Fee	83.33	83.33	0.00%	S
Alterations up to £2,000 estimated cost of works	Cost Recovery	Inspection Fee	62.50	62.50	0.00%	S
Alterations up to £2,000 estimated cost of works	Cost Recovery	Building Notice	145.83	145.83	0.00%	S
Alterations up to £2,000 estimated cost of works	Cost Recovery	Regularisation	182.29	182.29	0.00%	E/OS?
Alterations over £2,000 and up to £5,000 estimated cost of works	Cost Recovery	Plan Fee	83.33	83.33	0.00%	S
Alterations over £2,000 and up to £5,000 estimated cost of works	Cost Recovery	Inspection Fee	154.17	154.17	0.00%	S
Alterations over £2,000 and up to £5,000 estimated cost of works	Cost Recovery	Building Notice	237.50	237.50	0.00%	S
Alterations over £2,000 and up to £5,000 estimated cost of works	Cost Recovery	Regularisation	296.88	296.88	0.00%	E/OS?
Alterations over £5,000 and up to £10,000 estimated cost of works	Cost Recovery	Plan Fee	83.33	83.33	0.00%	S
Alterations over £5,000 and up to £10,000 estimated cost of works	Cost Recovery	Inspection Fee	235.98	235.98	0.00%	S
Alterations over £5,000 and up to £10,000 estimated cost of works	Cost Recovery	Building Notice	319.32	319.32	0.00%	S
Alterations over £5,000 and up to £10,000 estimated cost of works	Cost Recovery	Regularisation	399.15	399.15	0.00%	E/OS?
Garage conversion	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Garage conversion	Cost Recovery	Inspection Fee	110.78	110.78	0.00%	S
Garage conversion	Cost Recovery	Building Notice	277.45	277.45	0.00%	S
Garage conversion	Cost Recovery	Regularisation	346.81	346.81	0.00%	E/OS?
Alterations where the estimated cost of works exceeds £10,000	Cost Recovery	Fees/Notice	Individual Charge	Individual Charge	0.00%	Various

Planning

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
Installation of up to 20 replacement windows or external doors	Cost Recovery	Plan Fee	133.33	133.33	0.00%	S
Installation of up to 20 replacement windows or external doors	Cost Recovery	Building Notice	133.33	133.33	0.00%	S
Installation of up to 20 replacement windows or external doors	Cost Recovery	Regularisation	166.67	166.67	0.00%	E/OS?
Supplementary charge for the above categories if associated electrical or gas works are not carried out and registered by a person who is a member of a government approved competent persons scheme. This	Cost Recovery		290.00	290.00	0.00%	
Electrical works involving up to 12 circuits	Cost Recovery	Plan Fee	241.67	241.67	0.00%	S
Electrical works involving up to 12 circuits	Cost Recovery	Building Notice	241.67	241.67	0.00%	S
Electrical works involving up to 12 circuits	Cost Recovery	Regularisation	302.08	302.08	0.00%	E/OS?
Electrical works involving more than 12 circuits	Cost Recovery	Fees/Notice	Individual Charge	Individual Charge	0.00%	Various

Institutional residential, office, shop, assembly and recreational

Extension under 10m ²	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Extension under 10m ²	Cost Recovery	Inspection Fee	281.84	281.84	0.00%	S
Extension under 10m ²	Cost Recovery	Regularisation	560.64	560.64	0.00%	E/OS?
Extension over 10m ² and under 40m ²	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Extension over 10m ² and under 40m ²	Cost Recovery	Inspection Fee	431.63	431.63	0.00%	S
Extension over 10m ² and under 40m ²	Cost Recovery	Regularisation	747.87	747.87	0.00%	E/OS?
Extension over 40m ² and under 100m ²	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Extension over 40m ² and under 100m ²	Cost Recovery	Inspection Fee	812.06	812.06	0.00%	S
Extension over 40m ² and under 100m ²	Cost Recovery	Regularisation	1,223.40	1,223.40	0.00%	E/OS?
Extension where the total floor area exceeds 100m ²	Cost Recovery	Fees	Individual Charge	Individual Charge	0.00%	Various
Internal alterations under £5,000 estimated cost of works	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Internal alterations under £5,000 estimated cost of works	Cost Recovery	Inspection Fee	110.78	110.78	0.00%	S
Internal alterations under £5,000 estimated cost of works	Cost Recovery	Regularisation	346.81	346.81	0.00%	E/OS?
Internal alterations over £5,000 and under £10,000 estimated cost of works	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Internal alterations over £5,000 and under £10,000 estimated cost of works	Cost Recovery	Inspection Fee	222.27	222.27	0.00%	S
Internal alterations over £5,000 and under £10,000 estimated cost of works	Cost Recovery	Regularisation	486.17	486.17	0.00%	E/OS?
Installation of mezzanine floor up to 100m ²	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Installation of mezzanine floor up to 100m ²	Cost Recovery	Inspection Fee	166.10	166.10	0.00%	S
Installation of mezzanine floor up to 100m ²	Cost Recovery	Regularisation	415.96	415.96	0.00%	E/OS?
Shop refurbishment under £15,000 estimated cost of works	Cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Shop refurbishment under £15,000 estimated cost of works	Cost Recovery	Inspection Fee	332.91	332.91	0.00%	S
Shop refurbishment under £15,000 estimated cost of works	Cost Recovery	Regularisation	624.47	624.47	0.00%	E/OS?

Industrial and Storage

Planning

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
Extension under 10m ²	cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Extension under 10m ²	cost Recovery	Inspection Fee	213.76	213.76	0.00%	S
Extension under 10m ²	cost Recovery	Regularisation	475.53	475.53	0.00%	E/OS?
Extension over 10m ² and under 40m ²	cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Extension over 10m ² and under 40m ²	cost Recovery	Inspection Fee	363.55	363.55	0.00%	S
Extension over 10m ² and under 40m ²	cost Recovery	Regularisation	662.77	662.77	0.00%	E/OS?
Extension over 40m ² and under 100m ²	cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Extension over 40m ² and under 100m ²	cost Recovery	Inspection Fee	730.36	730.36	0.00%	S
Extension over 40m ² and under 100m ²	cost Recovery	Regularisation	1,121.28	1,121.28	0.00%	E/OS?
Extension where the total floor area exceeds 100m ²	cost Recovery	Fees	Individual Charge	Individual Charge	0.00%	Various
Internal alterations under £5,000 estimated cost of works	cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Internal alterations under £5,000 estimated cost of works	cost Recovery	Inspection Fee	110.78	110.78	0.00%	S
Internal alterations under £5,000 estimated cost of works	cost Recovery	Regularisation	346.81	346.81	0.00%	E/OS?
Internal alterations over £5,000 and under £10,000 estimated cost of works	cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Internal alterations over £5,000 and under £10,000 estimated cost of works	cost Recovery	Inspection Fee	222.27	222.27	0.00%	S
Internal alterations over £5,000 and under £10,000 estimated cost of works	cost Recovery	Regularisation	486.17	486.17	0.00%	E/OS?
Installation of mezzanine floor up to 100m ²	cost Recovery	Plan Fee	166.67	166.67	0.00%	S
Installation of mezzanine floor up to 100m ²	cost Recovery	Inspection Fee	166.10	166.10	0.00%	S
Installation of mezzanine floor up to 100m ²	cost Recovery	Regularisation	415.96	415.96	0.00%	E/OS?

Operations

Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
		£	£	%	

HIRE CHARGES FOR HERTFORD THEATRE

WEEKDAYS Auditorium am (9am to 1pm)	Discretionary	264.00	264.00	0.00%	E
WEEKDAYS Auditorium am per hour	Discretionary	66.00	66.00	0.00%	E
WEEKDAYS Auditorium pm (1pm to 6pm)	Discretionary	405.00	405.00	0.00%	E
WEEKDAYS Auditorium pm per hour	Discretionary	81.00	81.00	0.00%	E
WEEKDAYS Auditorium Evening (6pm to midnight)	Discretionary	546.00	546.00	0.00%	E
WEEKDAYS Auditorium Evening per hour	Discretionary	91.00	91.00	0.00%	E
WEEKDAYS Auditorium 9am-6pm (discounted rate)	Discretionary	569.00	569.00	0.00%	E
WEEKDAYS Auditorium 1pm-midnight (discounted rate)	Discretionary	801.00	801.00	0.00%	E
WEEKDAYS Auditorium 9am-midnight (discounted rate)	Discretionary	1,015.00	1,015.00	0.00%	E
WEEKDAYS Studio am (9am to 1pm)	Discretionary	100.00	100.00	0.00%	E
WEEKDAYS Studio am per hour	Discretionary	25.00	25.00	0.00%	E
WEEKDAYS Studio pm (1pm to 6pm)	Discretionary	125.00	125.00	0.00%	E
WEEKDAYS Studio pm per hour	Discretionary	25.00	25.00	0.00%	E
WEEKDAYS Studio Evening (6pm to midnight)	Discretionary	150.00	150.00	0.00%	E
WEEKDAYS Studio Evening per hour	Discretionary	25.00	25.00	0.00%	E
WEEKDAYS Studio 9am-6pm (discounted rate)	Discretionary	200.00	200.00	0.00%	E
WEEKDAYS Studio 1pm-midnight (discounted rate)	Discretionary	250.00	250.00	0.00%	E
WEEKDAYS Studio 9am-midnight (discounted rate)	Discretionary	350.00	350.00	0.00%	E
WEEKDAYS River Room am (9am to 1pm)	Discretionary	100.00	100.00	0.00%	E
WEEKDAYS River Room am per hour	Discretionary	25.00	25.00	0.00%	E
WEEKDAYS River Room pm (1pm to 6pm)	Discretionary	125.00	125.00	0.00%	E
WEEKDAYS River Room pm per hour	Discretionary	25.00	25.00	0.00%	E
WEEKDAYS River Room Evening (6pm to midnight)	Discretionary	150.00	150.00	0.00%	E
WEEKDAYS River Room Evening per hour	Discretionary	25.00	25.00	0.00%	E
WEEKDAYS River Room 9am-6pm (discounted rate)	Discretionary	200.00	200.00	0.00%	E
WEEKDAYS River Room 1pm-midnight (discounted rate)	Discretionary	250.00	250.00	0.00%	E
WEEKDAYS River Room 9am-midnight (discounted rate)	Discretionary	350.00	350.00	0.00%	E
WEEKDAYS Foyer am (9am to 1pm)	Discretionary	100.00	100.00	0.00%	E
WEEKDAYS Foyer am per hour	Discretionary	25.00	25.00	0.00%	E
WEEKDAYS Foyer pm (1pm to 6pm)	Discretionary	125.00	125.00	0.00%	E
WEEKDAYS Foyer pm per hour	Discretionary	25.00	25.00	0.00%	E
WEEKDAYS Foyer Evening (6pm to midnight)	Discretionary	150.00	150.00	0.00%	E
WEEKDAYS Foyer Evening per hour	Discretionary	25.00	25.00	0.00%	E

Operations

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
WEEKENDS AND BANK HOLIDAYS Auditorium am (9am to 1pm)	Discretionary		324.00	324.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Auditorium am per hour	Discretionary		81.00	81.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Auditorium pm (1pm to 6pm)	Discretionary		455.00	455.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Auditorium pm per hour	Discretionary		91.00	91.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Auditorium Evening (6pm to midnight)	Discretionary		780.00	780.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Auditorium Evening per hour	Discretionary		130.00	130.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Auditorium 9am-6pm (discounted rate)	Discretionary		679.00	679.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Auditorium 1pm-midnight (discounted rate)	Discretionary		1,085.00	1,085.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Auditorium 9am-midnight (discounted rate)	Discretionary		1,359.00	1,359.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Studio am (9am to 1pm)	Discretionary		100.00	100.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Studio am per hour	Discretionary		25.00	25.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Studio pm (1pm to 6pm)	Discretionary		125.00	125.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Studio pm per hour	Discretionary		25.00	25.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Studio Evening (6pm to midnight)	Discretionary		150.00	150.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Studio Evening per hour	Discretionary		25.00	25.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Studio 9am-6pm (discounted rate)	Discretionary		200.00	200.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Studio 1pm-midnight (discounted rate)	Discretionary		250.00	250.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Studio 9am-midnight (discounted rate)	Discretionary		350.00	350.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS River Room am (9am to 1pm)	Discretionary		100.00	100.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS River Room am per hour	Discretionary		25.00	25.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS River Room pm (1pm to 6pm)	Discretionary		125.00	125.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS River Room pm per hour	Discretionary		25.00	25.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS River Room Evening (6pm to midnight)	Discretionary		150.00	150.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS River Room Evening per hour	Discretionary		25.00	25.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS River Room 9am-6pm (discounted rate)	Discretionary		200.00	200.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS River Room 1pm-midnight (discounted rate)	Discretionary		250.00	250.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS River Room 9am-midnight (discounted rate)	Discretionary		350.00	350.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Foyer am (9am to 1pm)	Discretionary		100.00	100.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Foyer am per hour	Discretionary		25.00	25.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Foyer pm (1pm to 6pm)	Discretionary		125.00	125.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Foyer pm per hour	Discretionary		25.00	25.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Foyer Evening (6pm to midnight)	Discretionary		150.00	150.00	0.00%	E
WEEKENDS AND BANK HOLIDAYS Foyer Evening per hour	Discretionary		25.00	25.00	0.00%	E
WEEKLY Auditorium Mon - Sunday (amateur)	Discretionary		5,375.00	5,375.00	0.00%	E

Operations

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
WEEKLY Auditorium Mon - Sunday (professional)	Discretionary		6,750.00	6,750.00	0.00%	E
WEEKLY Studio Mon - Sunday	Discretionary		2,150.00	2,150.00	0.00%	E
WEEKLY River Room Mon - Sunday	Discretionary		2,150.00	2,150.00	0.00%	E
Concert Grand Piano	Discretionary	per 3 hours	135.00	135.00	0.00%	S
Piano Tuning	Discretionary		70.00	70.00	0.00%	S
Electric Piano	Discretionary		40.00	40.00	0.00%	S
LCD Projector & Screen	Discretionary		55.00	55.00	0.00%	S
Portable PA Unit	Discretionary		50.00	50.00	0.00%	S
Radio Mic	Discretionary		30.00	30.00	0.00%	S
Hand Radio Mic	Discretionary		5.50	5.50	0.00%	S
Cinema - Adults	Discretionary		5.83	5.83	0.00%	S
Cinema - Concessions	Discretionary		4.17	4.17	0.00%	S

Parking

Off Street Resident Season Ticket - Port Vale	Statutory		229.17	229.17	0.00%	S
Off Street Resident Season Ticket - Crown Terrace	Discretionary		1,026.00	1,026.00	0.00%	S
Off Street Resident Season Ticket - Baldock Street - Ware	Statutory		800.83	800.83	0.00%	S
Off Street Business Permit - Charrington's House BS Long Stay	Discretionary		693.00	1,030.54	48.71%	
On Street Resident Season Ticket - 1st Permit	Cost Recovery		36.00	36.00	0.00%	n/a
On Street Resident Season Ticket - 2nd Permit	Cost Recovery		72.00	72.00	0.00%	n/a
On Street Resident Season Ticket - 3rd Permit (only available where possible in B1 (Stansted Rd, BS), B2 (Dunmow Rd, BS), B3 (Windhill BS), B7 Chantry BS), W2 (Coronation Rd Ware))	Cost Recovery		72.00	72.00	0.00%	n/a
On Street Resident Season Ticket - Motorcycle permit	Cost Recovery		19.00	19.00	0.00%	n/a
On Street Resident Season Ticket - Contractor permit	Cost Recovery	per week	21.00	15.00	-28.57%	n/a
On Street Resident Season Ticket - Business permit	Cost Recovery	per annum	315.00	315.00	0.00%	n/a
On Street Resident Season Ticket - Carers/ Special permits (discretionary)	Cost Recovery		36.00	36.00	0.00%	n/a
On Street Resident Season Ticket - Vistors Vouchers	Cost Recovery	per hour	0.10	0.10	0.00%	n/a
On Street Resident Season Ticket - Vistors Vouchers	Cost Recovery	per hour pensioners	0.05	0.05	0.00%	n/a
On Street Resident Season Ticket - Charge for Temporary Dispensation from Parking Restrictions	Cost Recovery		15.00	15.00	0.00%	n/a
On Street Residents Parking Permits - Folly Island - 2nd Permit	Cost Recovery		55.00	55.00	0.00%	n/a
Penalty Charges issued under Regulation 9 of the General Regulations - Higher Level Penalty Charge - Paid within 21 days	Statutory	per PCN	35.00	35.00	0.00%	OS
Penalty Charges issued under Regulation 9 of the General Regulations - Higher Level Penalty Charge - Paid after 21 days	Statutory	per PCN	70.00	70.00	0.00%	OS
Penalty Charges issued under Regulation 9 of the General Regulations - Higher Level Penalty Charge - Paid after service of charge certificate	Statutory	per PCN	105.00	105.00	0.00%	OS
Penalty Charges issued under Regulation 9 of the General Regulations - Lower Level Penalty Charge - Paid within 21 days	Statutory	per PCN	25.00	25.00	0.00%	OS

Operations

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
Penalty Charges issued under Regulation 9 of the General Regulations - Lower Level Penalty Charge - Paid after 21 days	Statutory	per PCN	50.00	50.00	0.00%	OS
Penalty Charges issued under Regulation 9 of the General Regulations - Lower Level Penalty Charge - Paid after service of charge certificate	Statutory	per PCN	75.00	75.00	0.00%	OS
Penalty Charges issued under Regulation 10 of the General Regulations. - Higher Level Penalty Charge - Paid within 21 days	Statutory	per PCN	35.00	35.00	0.00%	OS
Penalty Charges issued under Regulation 10 of the General Regulations. - Higher Level Penalty Charge - Paid after 21 days	Statutory	per PCN	70.00	70.00	0.00%	OS
Penalty Charges issued under Regulation 10 of the General Regulations. - Higher Level Penalty Charge - Paid after service of charge certificate	Statutory	per PCN	105.00	105.00	0.00%	OS
Penalty Charges issued under Regulation 10 of the General Regulations - Lower Level Penalty Charge - Paid within 21 days	Statutory	per PCN	25.00	25.00	0.00%	OS
Penalty Charges issued under Regulation 10 of the General Regulations - Lower Level Penalty Charge - Paid after 21 days	Statutory	per PCN	50.00	50.00	0.00%	OS
Penalty Charges issued under Regulation 10 of the General Regulations - Lower Level Penalty Charge - Paid after service of charge certificate	Statutory	per PCN	75.00	75.00	0.00%	OS
Bishop's Stortford market traders' tariff - Link Road	Discretionary	per Thursday or Saturday	2.32	3.00	29.31%	S
Bishop's Stortford market traders' tariff - Northgate End	Discretionary	per Thursday or Saturday	2.32	3.00	29.31%	S
Bishop's Stortford market traders' tariff - Apton Road	Discretionary	per Thursday or Saturday	2.32	3.00	29.31%	S
Old London Road - Hertford - Market Traders	Discretionary	per day	3.00	3.00	0.00%	S
Old London Road - Hertford - Coach / Lorry tariff	Discretionary	per visit	12.50	12.50	0.00%	S

ANIMAL CONTROL

Stray dog with ID chip (unless first offence and dog is collected the same day)	Statutory	per dog	25.00	25.00	0.00%	n/a
Stray dog without ID chip	Statutory		25.00	25.00	0.00%	n/a
Stray dog collected			21.00	22.00	4.76%	n/a
Kennel Charges	Discretionary	per night	15.00	15.00	0.00%	n/a
ID chipping dogs (Ind)	Discretionary	per chip	17.50	18.33	4.74%	S
ID chipping dogs (Campaign)	Discretionary	per chip	9.17	9.17	0.00%	S
Small dead animal removal	Discretionary	per animal	34.16	35.00	2.46%	S
Assistance to third party organisations	Discretionary	per hour	29.16	30.00	2.88%	S
Provision of dog waste bag	Discretionary	per box of 5000	29.16	30.00	2.88%	S
Dog Fouling Sign	Discretionary	per sign	12.50	12.83	2.64%	S

Allotments

Allotments (25.3m ²)	Discretionary	per annum	3.50	3.60	2.86%	n/a
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Outdoor Exercise Group Activities *

Charges for personal trainers and organisations are levied to commercial organisations and individuals using EHC owned land for organised group activities where a charge is levied to participants either directly or through a membership scheme. These are ceiling prices and may be reduced at the discretion of the Head of Environmental Services for shorter time periods or where activities are undertaken in partnership with the Council in pursuit of corporate objectives relating to health and well being. These charges do not apply to the Council's own Leisure Services contractor.

Organisations - per site	Cost Recovery		1,230.00	1,260.00	2.43%	n/a
Personal Trainers - per trainer	Cost Recovery		461.25	475.00	2.98%	n/a

Operations

Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
		£	£	%	

REFUSE COLLECTION - Commercial Refuse Collection

Paid Collections (excl. HCC disposal costs)	Cost Recovery	medium	74.50	76.00	2.01%	S
Paid Collections (excl. HCC disposal costs)	Cost Recovery	large	154.00	157.00	1.95%	S
Mixed Heriditaments - charged according to the proportion of trade waste collected.	Cost Recovery		Individual charge			
Commercial Events - Cleansing / Refuse Collection	Cost Recovery	per hour	77.00	78.50	1.95%	S

REFUSE COLLECTION - Domestic Refuse Collection

Bulky Waste Collection - 1 Item	Cost Recovery	per collection	25.00	26.00	4.00%	n/a
Bulky Waste Collection - 2 Items	Cost Recovery	per collection	35.00	36.00	2.86%	n/a
Bulky Waste Collection - 3 Items	Cost Recovery	per collection	45.00	46.00	2.22%	n/a
Bulky Waste Collection - 4 Items	Cost Recovery	per collection	55.00	56.00	1.82%	n/a
Bulky Waste Collection - Load - small	Cost Recovery	per collection	65.00	66.00	1.54%	n/a
Bulky Waste Collection - Load - medium	Cost Recovery	per collection	95.00	97.00	2.11%	n/a
Bulky Waste Collection - Load - large	Cost Recovery	per collection	142.00	145.00	2.11%	n/a
Bulky Collection Cancellation Fee	Cost Recovery	per cancellation	10.00	10.00	0.00%	n/a

REFUSE COLLECTION - Other

Cleansing private land (Performance area - regular schedule)	Cost Recovery	per linear metre per annum	23.50	24.00	2.13%	S
Cleansing private land - ad hoc litter picking	Cost Recovery	per hour	74.00	75.50	2.03%	S
Abandoned Vehicles (end of life vehicles) surrendered and removed by LA	Cost Recovery	per vehicle	41.00	42.00	2.44%	S
Abandoned Vehicles (end of life vehicles) surrendered and removed by LA	Cost Recovery	per caravan	63.50	65.00	2.36%	S
Cleaning graffiti on private land (chemical cleaning only. Subject to damage waiver from land owner and site survey. Graffiti removal from private land is at the discretion of the Head of Environmental Services and will not be undertaken where there is a risk of damaging surfaces, traffic management requirements or significant health and safety implications. Individual charges may be waived at the discretion of the Head of Environmental Services as part of campaigns or in the interests of preventing or discouraging significant levels of crime and disorder)	Cost Recovery	per m ²	55.00	55.00	0.00%	n/a
Cleaning graffiti - small items	Cost Recovery	per item	32.50	33.00	1.54%	n/a

REFUSE COLLECTION - Clinical

Charge per site	Statutory	per visit (max 26)	14.50	15.00	3.45%	S
Sharps containers	Statutory	per container	8.50	9.00	5.88%	S
Sacks - trade (infectious waste)	Statutory	per sack	5.20	5.75	10.58%	S
Sacks - domestic (infectious waste)	Statutory	per sack	0.90	1.25	38.88%	n/a
Sacks - trade (Offensive waste)	Statutory	per sack	3.00	3.55	18.33%	S
Sacks - domestic (Offensive waste)	Statutory	per sack	0.70	1.25	78.57%	n/a
Extra Sacks delivery charge	Statutory	per occasion	25.50	26.00	1.96%	n/a

COMMERCIAL WASTE

Operations

Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
		£	£	%	

Note: The below are 'ceiling' prices and subject to the discretion of the Head of Environmental Services. For these commercial waste collection services the minimum contract period is 3 months. A minimum of 3 months notice must be given by the customer to cancel the contract. In the event of the customer cancelling the contract or the Council terminating the contract for non-payment, no refund will be given for the service not supplied during the notice period

Commercial Waste Collection Services - sacks	Statutory	per 50	89.00	91.00	2.25%	E
Commercial Waste Collection Services - 240 litres	Statutory	per bin per annum	401.00	410.00	2.24%	E
Commercial Waste Collection Services - 340 litres	Statutory	per bin per annum	461.00	470.00	1.95%	E
Commercial Waste Collection Services - 660 litres	Statutory	per bin per annum	783.00	801.00	2.30%	E
Commercial Waste Collection Services - 1,100 litres	Statutory	per bin per annum	984.00	1,004.00	2.03%	E
Prescribed Waste Collection Service - Sacks	Statutory	per 50	51.00	52.00	1.96%	E
Prescribed Waste Collection Service - 240 litres	Statutory	per bin per annum	298.00	304.00	2.01%	E
Prescribed Waste Collection Service - 340 litres	Statutory	per bin per annum	318.00	325.00	2.20%	E
Prescribed Waste Collection Service - 660 litres	Statutory	per bin per annum	533.00	544.00	2.06%	E
Prescribed Waste Collection Service - 1,100 litres	Statutory	per bin per annum	577.00	589.00	2.08%	E
Prescribed Waste for Educational Establishments - Sacks	Statutory	per 50	51.00	52.00	1.96%	E
Prescribed Waste for Educational Establishments - 240 litres	Statutory	per bin per annum	270.00	276.00	2.22%	E
Prescribed Waste for Educational Establishments - 340 litres	Statutory	per bin per annum	302.00	308.00	1.99%	E
Prescribed Waste for Educational Establishments - 660 litres	Statutory	per bin per annum	493.00	503.00	2.03%	E
Prescribed Waste for Educational Establishments - 1,100 litres	Statutory	per bin per annum	533.00	544.00	2.06%	E
Bin removal & re-delivery charge following non-payment	Statutory	per occasion	25.50	26.00	1.96%	E
Extra sacks delivery charge	Statutory	per occasion	25.50	26.00	1.96%	E

PEST CONTROL

Payment for domestic premises is to be made by card at the time of booking. Cash/cheque payments are only to be offered if resident is unable to pay by card. Payment at the time of treatment is to be discouraged. This is due to the high cost of handling cash and cheque payments.

Commercial Premises - Rats & Mice	Discretionary	per hour or part hour	62.00	64.00	3.23%	S
Commercial Premises - Contract service available	Discretionary	per annum	individual price	individual price	n/a	S
Commercial Premises - Wasps	Discretionary	one nest job	51.50	53.00	2.91%	S
Commercial Premises - Ants	Discretionary	one nest job	51.50	53.00	2.91%	S
Commercial Premises - Additional nests	Discretionary	per add. nest	17.50	18.00	2.86%	S
Commercial Premises - Bed Bugs	Discretionary	per hour or part hour	62.00	64.00	3.23%	S
Commercial Premises - Fleas	Discretionary	per hour or part hour	62.00	64.00	3.23%	S
Commercial Premises - Cockroaches	Discretionary	per hour or part hour	62.00	64.00	3.23%	S
Commercial Premises - Squirrels	Discretionary	per hour or part hour	62.00	64.00	3.23%	S
Commercial Premises - Cluster Fly Infestation	Discretionary	per hour or part hour	62.00	64.00	3.23%	S
Commercial Premises - Visit for Advice ONLY	Discretionary	per hour	62.00	64.00	3.23%	S
Commercial Premises - Visit for Advice ONLY	Discretionary	per half hour	-	32.00	100.00%	S

Operations

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
Commercial Premises - Servicing of electronic fly killers	Discretionary	per annum	individual price	individual price	n/a	S
Commercial Premises - Sale of electronic fly killers	Discretionary	per unit	individual price	individual price	n/a	S
Commercial Premises - Pigeon / Bird Proofing	Discretionary	per job	individual price	individual price	n/a	S
Commercial Premises - Installation of air vent covers, proofing small holes	Discretionary	per job	individual price	individual price	n/a	S
Commercial Premises - Installation of bristle strips	Discretionary	per job	individual price	individual price	n/a	S
Commercial Premises - Supply and fit insect screens	Discretionary	per job	individual price	individual price	n/a	S
Domestic Premises - Rats A call out charge of £25 per job will be levied irrespective of whether rats are found. A 'job' can include up to 3 visits included in the call out price. No charge is recoverable where rats are reported in public places.	Discretionary	per job	50.00	50.00	0.00%	S
Domestic Premises - Mice	Discretionary	per job	50.00	50.00	0.00%	S
Domestic Premises - Wasps	Discretionary	one nest job	45.83	50.00	9.10%	S
Domestic Premises - Ants	Discretionary	one nest job	45.83	50.00	9.10%	S
Domestic Premises - Additional nests	Discretionary	per add. nest	17.50	18.33	4.74%	S
Domestic Premises - Cluster Fly Infestation	Discretionary	one job (up to 3 visits)	62.00	63.33	2.15%	S
Domestic Premises - Bed Bugs	Discretionary	one job (up to 3 visits)	170.84	175.00	2.44%	S
Domestic Premises - Bed Bugs	Discretionary	additional visits	61.93	63.33	2.26%	S
Domestic Premises - Squirrels	Discretionary	per job	79.44	83.33	4.90%	S
Domestic Premises - Fleas	Discretionary	per hour	83.33	83.33	0.00%	S
Domestic Premises - Cockroaches	Discretionary	per hour	50.00	50.00	0.00%	S
Domestic Premises - Visit for Advice ONLY	Discretionary	per half hour	21.60	25.00	15.74%	S
Domestic Premises - Return Visit Charge (rats & mice)	Discretionary	per job	61.93	63.33	2.26%	S
Domestic Premises - Installation of air vent covers, proofing small holes	Discretionary	per job	individual price	individual price		S
Domestic Premises - Installation of bristle strips	Discretionary	per job	individual price	individual price		S
Domestic Premises - Additional charge for a smoke test in drain (rodents)	Discretionary	per occasion	50.00	50.00	0.00%	S
Concessionary fee for residents in receipt of income related benefit - waived in cases of hardship at the discretion of the Head of Environmental Services	Discretionary	per job	12.50	15.00	20.00%	S

Markets

Hertford - Standard pitch 3m x 2.1m (10' x 7')	Discretionary	per pitch	21.80	21.80	0.00%	
Hertford - Casual Trader pitch 3m x 2.1m (10' x 7')	Discretionary	per pitch	26.00	26.00	0.00%	
Hertford - Additional space	Discretionary	per 0.3m (per sq ft)	1.20	1.20	0.00%	
Ware - Standard pitch 3m x 2.1m (10' x 7') Where five consecutive weeks are taken, the fifth week will be free.	Discretionary	per pitch	14.00	14.00	0.00%	E
Ware - Casual Trader pitch 3m x 2.1m (10' x 7')	Discretionary	per pitch	15.60	15.60	0.00%	E
Ware - Additional space	Discretionary	per 0.3m (per sq ft)	1.20	1.20	0.00%	E
Charity Stall - Any Market	Discretionary		10.90	10.90	0.00%	E
Electricity Fee Charges	Cost Recovery	per stall per day	3.10	3.20	3.22%	n/a

Operations

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
Market Licence - Commercial - up to 10 stalls	Discretionary		32.80	33.60	2.44%	n/a
Market Licence - Commercial - up to 11 - 30 stalls	Discretionary		54.90	56.30	2.55%	n/a
Market Licence - Commercial - up to 31plus stalls	Discretionary		114.25	117.20	2.58%	n/a
Market Licence - Charity	Discretionary		22.65	23.20	2.43%	n/a
Farmers Markets - Village	Discretionary		112.45	120.00	6.71%	E
Farmers Markets - Hertford (own stall)	Discretionary		23.55	-	-100.00%	E
Farmers Markets - Hertford (East Herts stall)	Discretionary		27.70	28.00	1.08%	E
Farmers Markets - Jackson Square	Discretionary	per quarter	1,511.90	1,550.00	2.52%	E



Legal & Democratic

Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
		£	£	%	

LAND CHARGES

Registration of a charge in Part II of the register	Statutory	per charge	67.00	67.00	0.00%	OS
Filing a definite certificate of the Lands Tribunal under rule 10 (3)	Statutory	per certificate	2.50	2.50	0.00%	OS
Filing a judgement or order, or written request for the variation or cancellation of any entry in Part 11 of the register	Statutory	per item	7.00	7.00	0.00%	OS
Inspection of documents filed in the register under rule 10, in respect of each parcel of land	Statutory	per parcel of land	2.50	2.50	0.00%	OS
Office copy of any plan or other document filed pursuant to the rules	Statutory	per copy	Individual Charge	Individual Charge	n/a	OS
Personal Search inclusive of printout		for print out	5.00	-	-100.00%	OS
Official search (including issue of official certificate of search) in the whole of the register		per search	21.00	21.00	0.00%	OS
And in addition, in respect of each parcel of land above one, where under rule II (3) more than one parcel is included in the same requisition (for a search in the whole or part of the register), subject to a maximum of £16.00		per additional search	5.00	5.00	0.00%	OS
Answering form of enquiry - Part I Enquiries - One parcel of land - Residential / Commercial		per enquiry	66.00	66.00	0.00%	OS
Answering form of enquiry - Part I Enquiries - each additional parcel		per enquiry	20.00	20.00	0.00%	OS
Answering form of enquiry - Part II Enquiries - Where relating to one parcel of land only or to several parcels and delivered on a single form - Each printed enquiry numbered in the form 4 - 21 - vatable from 31 March 2017		per enquiry	12.00	12.00	0.00%	S
Answering form of enquiry - Part II Enquiries - Where relating to one parcel of land only or to several parcels and delivered on a single form - numbered in the form 22 - vatable from 31 March 2017		per enquiry	20.00	20.00	0.00%	S
Answering form of enquiry - Part II Enquiries - Any and each further enquiry added by solicitors - vatable from 31 March 2017		per enquiry	25.00	25.00	0.00%	S
Abstract of Title		per abstract	20.00	20.00	0.00%	OS
and an additional		per sheet copied	0.25	0.25	0.00%	OS

LEGAL CHARGES

Notice of Transfer		per hour	120.00	120.00	0.00%	S
Deed of Variation		per hour	120.00	120.00	0.00%	S
Deed of Covenant Copy		per hour	120.00	120.00	0.00%	S
Deed of Covenant Engrossment		per hour	120.00	120.00	0.00%	S
Postponement of Charge		per hour	120.00	120.00	0.00%	S
Litigation, Conveyancing and Planning matters		per hour	120.00	120.00	0.00%	S
Sale of Council Minutes		per civic year	120.00	120.00	0.00%	Z

Extract of Electoral Register

Fee for sale of the Register	Statutory	per sale provided electronically	20.00	20.00	0.00%	Z
and an additional	Statutory	per thousand or part thousand entries	1.50	1.50	0.00%	Z
Fee for sale of the Register	Statutory	per sale printed	10.00	10.00	0.00%	Z
and an additional	Statutory	per thousand or part thousand entries	5.00	5.00	0.00%	Z



Legal & Democratic

	Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
			£	£	%	
Fee for sale of the list of overseas electors	Statutory	per sale provided electronically	20.00	20.00	0.00%	Z
and an additional	Statutory	per thousand or part thousand entries	1.50	1.50	0.00%	Z
Fee for sale of the list of overseas electors	Statutory	per sale printed	10.00	10.00	0.00%	Z
and an additional	Statutory	per thousand or part thousand entries	5.00	5.00	0.00%	Z

Freedom of Information Act 2000 / Environmental Information Regulations 2004 / Reuse of Public Sector Information Regulations 2005 / Data Protection Act 1998

Freedom of Information / Data Protection - First 2.5 days free	Statutory	per case	-	-	0.00%	S
Freedom of Information / Data Protection - After 2.5 days	Statutory	per case	450.21	450.21	0.00%	S
and an additional	Statutory	per hour	25.00	25.00	0.00%	S
Environmental Information Regulations 2004 - Staff time	Statutory	per hour	25.00	25.00	0.00%	S
Reuse of Public Sector Information Regulations 2005 - Reuse of Public Sector Information Regulations 2005	Statutory	per hour	25.00	25.00	0.00%	S
Reuse of Public Sector Information Regulations 2005 - Information that has a commercial value -	Statutory		individual price	individual price	n/a	
Photocopying (black & white)	Statutory	per A4 sheet	0.10	0.10	0.00%	S
Photocopying (black & white)	Statutory	per A3 sheet	0.20	0.20	0.00%	S
Photocopying (black & white)	Statutory	per A0 sheet	1.10	1.10	0.00%	S
Photocopying (colour)	Statutory	per A4 sheet	0.20	0.20	0.00%	S
Photocopying (colour)	Statutory	per A3 sheet	0.50	0.50	0.00%	S
Photocopying (colour)	Statutory	per A0 sheet	1.70	1.70	0.00%	S
Printing (black & white)	Statutory	per hour	45.11	45.11	0.00%	S
Printing (colour)	Statutory	per hour	45.11	45.11	0.00%	S
CDs (if information is held electronically)	Statutory	per hour	24.68	24.68	0.00%	S
Converting to electronic or microfiche	Cost Recovery		individual price	individual price	n/a	
Postage	Cost Recovery		individual price	individual price	n/a	
Subject Access Requests (discretionary)	Statutory		10.00	10.00	0.00%	n/a

Letting of Council Offices

Council Chamber - Hertford	Discretionary	per hour	30.00	30.00	0.00%	n/a
Other Rooms - Hertford	Discretionary	per hour	20.00	20.00	0.00%	n/a



Revenues

Basis of Charge	Unit of Charge	2016/17 Charge	2017/18 Charge	Year on Year Variance	VAT
		£	£	%	

Revenues

Council Tax penalty for failure to promptly notify or provide information	Statutory	per first offence	70.00	70.00	0.00%	n/a
Council Tax penalty for failure to promptly notify or provide information	Statutory	per subsequent offence	280.00	280.00	0.00%	n/a
Summons and Liability Order	Cost Recovery	per order	80.00	80.00	0.00%	n/a