

EAST HERTFORDSHIRE DISTRICT COUNCIL

SCALE OF CHARGES

The fees and charges shown overleaf are for 2012/13

NEIGHBOURHOOD SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
LICENCES					
376.00 + vet fees	n/a + VAT	Riding Establishments	per annum	386.00 + vet fees	n/a + VAT
1,816.00 + vet fees	n/a + VAT	Zoos - New Licence	per 4 year registration	1,862.00 + vet fees	n/a + VAT
1,405.00 + vet fees	n/a + VAT	Zoos - Year 6 renewal licence inspection	per 6 years	1,440.00 + vet fees	n/a + VAT
611.00 + vet fees	n/a + VAT	Zoos - Transfer of Licence	per transfer	627.00 + vet fees	n/a + VAT
816.00 + vet fees	n/a + VAT	Zoos - Year 3 interim licence inspection inspection		837.00 + vet fees	n/a + VAT
514.00 + vet fees	n/a + VAT	Dangerous Wild Animals	per annum	527.00 + vet fees	n/a + VAT
222.00 + vet fees	n/a + VAT	Dog breeding establishments	per annum	228.00 + vet fees	n/a + VAT
222.00 + vet fees	n/a + VAT	Animal boarding establishments	per annum	228.00 + vet fees	n/a + VAT
104.00 + vet fees	n/a + VAT	Home boarding establishments	per annum	107.00 + vet fees	n/a + VAT
181.00 + vet fees	n/a + VAT	Pet Shops	per annum	186.00 + vet fees	n/a + VAT
177.00	n/a	Registration for Skin Piercing (Premises)	per registration	182.00	n/a
112.00	n/a	Registration for Skin Piercing (Person)	per person or premises change	115.00	n/a
51.00	n/a	Street trading Occasional Registered Charity (up to one month)	per month	53.00	n/a
102.00	n/a	Street trading Occasional (up to one month)	per month	105.00	n/a
297.00	n/a	Street trading Peripatatic (eg ice cream van)	per annum	310.00	n/a
297.00	n/a	Street trading Static (eg burger van)	per annum	305.00	n/a
n/a	n/a	Additional Licence fee for second reminder letter	per letter	20.00	n/a
n/a	n/a	Additional Licence fee for chasing applications after the expiry of current licence	per licence	45.00	n/a

NEIGHBOURHOOD SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
LICENCES (contd)					
44.00	n/a	Issue of certificate following surrender of food	per hour or part	45.00	n/a
+ disposal costs	+ VAT			+ disposal costs	+ VAT
44.00	n/a	Food export health certificate	per hour or part	45.00	n/a
65.00	n/a	Basic Food Hygiene Course	per course	65.00	n/a
65.00	n/a	Basic Health & Safety Course	per course	65.00	n/a
33.00	n/a	Food Hygiene Update Course	per course	33.00	n/a
33.00	n/a	Health & Safety Update Course	per course	33.00	n/a
540.00	n/a	Basic Food Hygiene - up to 10 places		540.00	n/a
620.00	n/a	Basic Food Hygiene - 11 to 14 places		620.00	n/a
11.00	n/a	Food register	per single entry	11.00	n/a
47.00	n/a	Food register	per category	48.00	n/a
588.00	n/a	Food register	per full copy	603.00	n/a
87.00	n/a	Air quality data enquiries	per hour or part	89.18	n/a
87.00	n/a	Additional Land charge enquiries	per hour or part	89.18	n/a
108.00	n/a	Motor Salvage Operators Registration		110.70	n/a
73.00	n/a	Motor Salvage Operators Renewal		74.83	n/a
11.00	n/a	Viewing MSO Register		11.28	n/a
18.00	n/a	Copy of each MSO entry (1-5 copies)		18.45	n/a
306.00	n/a	Risk Assesment (smaller supplies - Regulation 10)		314.00	n/a
400.00	n/a	Risk Assesment (larger supplies - Regulation 9)		410.00	n/a
102.00	n/a	Risk Assesment (Desktop)		105.00	n/a
83.33	100.00	Sampling Visit	+ analysis costs	83.33	100.00
83.33	100.00	Investigation	+ analysis costs	83.33	100.00
100.00	n/a	Granting of Authorisation		100.00	n/a
up to £25	n/a	Analysis Costs (Regulation 10)		up to £25	n/a
up to £100	n/a	Analysis Costs (Check Monitoring)		up to £100	n/a
up to £500	n/a	Analysis Costs (Audit Monitoring)		up to £500	n/a

NEIGHBOURHOOD SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
LAPPC:					
Application Fee :					
1,579.00	n/a	Standard	Statutory Fee	1,579.00	n/a
1,137.00	n/a	Additional Fee Activities operating without a permit	Statutory Fee	1,137.00	n/a
148.00	n/a	Reduced Fee Activities	Statutory Fee	148.00	n/a
68.00	n/a	Reduced Fee Activities operating without a permit	Statutory Fee	68.00	n/a
246.00	n/a	Petrol Vapour Recovery 1 & 2 combined	Statutory Fee	246.00	n/a
346.00	n/a	Vehicle Refinishers	Statutory Fee	346.00	n/a
Mobile Screening/Crushing Plant					
1,579.00	n/a	Application - 1 or 2	Statutory Fee	1,579.00	n/a
943.00	n/a	Application - 3 to 7	Statutory Fee	943.00	n/a
477.00	n/a	Application - 8 and over	Statutory Fee	477.00	n/a
Annual Subsistence Charge					
739.00	n/a	Standard - Low risk	Statutory Fee	739.00	n/a
1,111.00	n/a	Standard - Medium risk	Statutory Fee	1,111.00	n/a
1,672.00	n/a	Standard - High risk	Statutory Fee	1,672.00	n/a
36.00	n/a	Standard - Process paid quarterly additional fee	Statutory Fee	36.00	n/a
296.00	n/a	Mothballed Instalation (60% fee)	Statutory Fee	296.00	n/a
76.00	n/a	Reduced fee activity - Low risk	Statutory Fee	76.00	n/a
151.00	n/a	Reduced fee activity - Medium risk	Statutory Fee	151.00	n/a
227.00	n/a	Reduced fee activity - High risk	Statutory Fee	227.00	n/a
108.00	n/a	Petrol Vapour Recovery 1 & 2 combined - Low	Statutory Fee	108.00	n/a
216.00	n/a	Petrol Vapour Recovery 1 & 2 combined - Med	Statutory Fee	216.00	n/a
326.00	n/a	Petrol Vapour Recovery 1 & 2 combined - High	Statutory Fee	326.00	n/a
218.00	n/a	Vehicle Refinishers - Low risk	Statutory Fee	218.00	n/a
349.00	n/a	Vehicle Refinishers - Medium risk	Statutory Fee	349.00	n/a
524.00	n/a	Vehicle Refinishers - High risk	Statutory Fee	524.00	n/a

NEIGHBOURHOOD SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Mobile Screening and Crushing Plant					
618.00	n/a	1 or 2 (Low Risk)	Statutory Fee	618.00	n/a
989.00	n/a	1 or 2 (Medium Risk)	Statutory Fee	989.00	n/a
1,485.00	n/a	1 or 2 (High Risk)	Statutory Fee	1,485.00	n/a
368.00	n/a	3 to 7 (Low Risk)	Statutory Fee	368.00	n/a
590.00	n/a	3 to 7 (Medium Risk)	Statutory Fee	590.00	n/a
884.00	n/a	3 to 7 (High Risk)	Statutory Fee	884.00	n/a
189.00	n/a	8 and over (Low Risk)	Statutory Fee	189.00	n/a
302.00	n/a	8 and over (Medium Risk)	Statutory Fee	302.00	n/a
453.00	n/a	8 and over (High Risk)	Statutory Fee	453.00	n/a
Transfer & Surrender					
162.00	n/a	Transfer	Statutory Fee	162.00	n/a
476.00	n/a	Partial Transfer	Statutory Fee	476.00	n/a
75.00	n/a	New operator at low risk reduced fee	Statutory Fee	75.00	n/a
45.00	n/a	Reduced Fee activities partial transfer	Statutory Fee	45.00	n/a
Substantial Changes (Section 10 and 11 of the Act)					
1,005.00	n/a	Standard (all except those specified below)	Statutory Fee	1,005.00	n/a
98.00	n/a	Reduced Fee Activities	Statutory Fee	98.00	n/a
HMO Licensing Fees					
650.00	n/a	Licence for standard 5 bedroom HMO (initiated by applicant without LA intervention)		666.00	n/a
880.00	n/a	Licence for standard 5 bedroom HMO (initiated by applicant with LA intervention)		902.00	n/a
12.00	n/a	Additional bedrooms	each	12.00	n/a
22.00	n/a	Complicated cases		n/a	n/a
44.00	n/a	Production of drawings		45.00	n/a
22.00	n/a	Resolve application queries on site		23.00	n/a
12.00	n/a	Request and checking missing information	per item	12.00	n/a
44.00	n/a	Additional costs	per hour	45.00	n/a
109.00	n/a	Variation of licence		112.00	n/a
55.00	n/a	Fee reduction for additional HMO's with same applicant / landlord		55.00	n/a
540.00	n/a	Renewal of HMO Licence		554.00	n/a

NEIGHBOURHOOD SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Miscellaneous Env Health					
34.00	40.80	Replacement 'Scores on Doors' certificate		35.00	42.00
44.00	52.80	Replacement of any environmental health licence or registration documents		45.00	54.00
44.00	52.80	Statement of fact for civil cases	per hour	45.00	54.00
101.00	121.20	Standards inspection for immigration		104.00	124.80
n/a 250.00	n/a 300.00	Housing Notices	per hour fixed charge	256.00	307.20
34.00	40.80	Letter confirming food premises registration		35.00	42.00
44.00	52.80	Attendance at Exhumations	per hour (or part)	45.00	54.00
TAXI LICENSING					
259.90	n/a	Hackney Carriage Vehicle/Proprietor (renewal)	per licence	267.00	n/a
292.25	n/a	Hackney Carriage Vehicle/Proprietor (new vehicle)	per licence	300.00	n/a
259.90	n/a	Private Hire Vehicle / Proprietor Licence (renewal)	per licence	267.00	n/a
292.25	n/a	Private Hire Vehicle / Proprietor Licence (grant)	per licence	300.00	n/a
100.39	n/a	Private Hire drivers licence (renewal)	per licence	103.00	n/a
200.78	n/a	Private Hire drivers licence (grant)		206.00	n/a
207.47	n/a	Private Hire Business Operator - up to 6 vehicles	per licence	213.00	n/a
27.89	n/a	- additional vehicles	per vehicle	29.00	n/a
100.39	n/a	Dual Driver (Hackney/Private Hire) (renewal)	-	103.00	n/a
200.78	n/a	Dual Driver (Hackney/Private Hire) (Grant)		206.00	n/a
73.62	n/a	Change of vehicle	-	76.00	n/a
200.78	n/a	Initial Application for a drivers licence (reimbursed on grant of application)		206.00	n/a
Change of Licence Details					
42.39	n/a	Change of Vehicle DVLA registration number		44.00	n/a
42.39	n/a	Change of Vehicle licence designation - Hackney to Private		44.00	n/a
80.31	n/a	- Private to Hackney		83.00	n/a
42.39	n/a	Change of vehicle proprietor with unexpired licence		44.00	n/a
42.39	n/a	Convert drivers licence to dual driver		44.00	n/a

NEIGHBOURHOOD SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
TAXI LICENSING					
Ancillary Charges					
85.89	n/a	Knowledge Test	per test	89.00	n/a
Ancillary Items					
64.26	77.11	Roof light (complete)		66.67	80.00
34.89	41.87	Roof light (cover or base plate separate)		35.83	43.00
14.89	17.87	Charge for unusable/damaged returned roof light to be discounted from any refund		15.83	19.00
20.43	24.52	Replacement badge		21.67	26.00
34.89	41.87	Replacement plate/trailer plate		35.83	43.00
2.13	2.55	Roof light bulb		2.50	3.00
6.38	7.64	Magnets (sold as pair)		6.67	8.00
10.21	12.25	Executive Private Hire Disc		10.83	13.00
Free		Table of fares/windscreen badge		Free	
26.81	32.17	Distribution of free literature		27.50	33.00
OTHER LICENCES					
4,950.00	n/a	Sex Establishments	per annum	4,950.00	n/a
4,950.00	n/a		per renewal	4,950.00	n/a
910.00	n/a		transfer	910.00	n/a
Hypnotism Act 1952:-					
140.00	n/a	Occasional licensed premises		140.00	n/a
540.00	n/a	Occasional unlicensed premises		540.00	n/a
Miscellaneous Engineering Fees					
free		Street parties (non-commercial)		free	
25.00	n/a	Sewer Records/Plans	per item	25.00	n/a

NEIGHBOURHOOD SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Misc Building Control and Development Control Charges					
		Copies of any documents - A4 size			
0.10	n/a	- Black & White	per page	0.10	n/a
0.20	n/a	- Colour	per page	0.20	n/a
		Copies of any documents - A3 size			
0.20	n/a	- Black & White	per page	0.20	n/a
0.40	n/a	- Colour	per page	0.40	n/a
		Copies of any documents - A2 size			
1.00	n/a	- Black & White	per page	1.00	n/a
2.00	n/a	- Colour	per page	2.00	n/a
		Copies of any documents - A1 size			
1.50	n/a	- Black & White	per page	1.50	n/a
3.00	n/a	- Colour	per page	3.00	n/a
		Copies of any documents - A0 size			
2.00	n/a	- Black & White	per page	2.00	n/a
4.00	n/a	- Colour	per page	4.00	n/a
15.00	n/a	Copies of documents provided on an electronic disc	per disc provided	15.00	n/a
25.00	n/a	Ordnance Survey Extracts	up to 6 copies	25.00	n/a
75.00	n/a	Historical Research (where records available)	per hour (or part)	75.00	n/a
300.00	n/a	Legal obligation agreements - clause monitoring fee	per obligation issue	300.00	n/a
75.00	n/a	Legal obligation agreements - confirmation of compliance by third parties or where the monitoring fee has not been paid	per hour (or part of) after first hour	75.00	n/a
35.00	n/a	Certificate of no outstanding Building control regulated work or letter of comfort	per certificate / letter	35.00	n/a
35.00	n/a	Letter confirming exemption from Building Control regulations	per letter	35.00	n/a
50.00	n/a	Rejuvenation of closed Building Control file (not previously approved)	per file	50.00	n/a
500.00	n/a	High Hedge consultation and investigation		500.00	n/a
25.00	n/a	Fee for discharge of or compliance with a condition	per request (any number of conditions) relating to works of extension or alteration to an existing dwelling	25.00	n/a
85.00	n/a	Fee for discharge of or compliance with a condition	per request (any number of conditions) all other developments	85.00	n/a
n/a	n/a	Retrieval of externally stored microfilmed records	per microfilmed record	4.50	n/a

NEIGHBOURHOOD SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
PRE-APPLICATION ADVICE					
Householder proposals					
25.00	30.00		Initial fee	25.00	30.00
12.50	15.00		Secondary fee	12.50	15.00
35.00	n/a	Request for informal confirmation that proposed development comprises 'permitted development'. (Not Lawful Development Certificate)	per request	30.00	n/a
Major development proposals					
583.33	700.00		Initial fee	583.33	700.00
n/a	n/a		per subsequent hour or part of	n/a	n/a
291.66	350.00		Secondary fee	291.66	350.00
Minor development proposals					
333.33	400.00		Initial fee	333.33	400.00
n/a	n/a		per subsequent hour or part of	n/a	n/a
166.66	200.00		Secondary fee	166.66	200.00
Any development where affordable housing is required by virtue of the Councils planning policies and is to be provided					
83.33	100.00		Initial fee	83.33	100.00
Commercial, office, retail or industrial development where the use is already in place and the proposals do not result in the creation of new floorspace					
83.33	100.00		Initial fee	83.33	100.00
41.67	50.00		Secondary fee	41.67	50.00
Advertisement proposals					
41.67	50.00		Initial fee	41.67	50.00
20.83	25.00		Secondary fee	20.83	25.00
Heritage advice					
41.67	50.00		Initial fee	41.67	50.00
20.83	25.00		Secondary fee	20.83	25.00

Note: The extent of work undertaken on payment of the initial or subsequent fees is set out in detail in the Councils Pre-application advice Guidance Note. Where any advice sought relates to proposals that fall into more than one of the categories identified above then payment is required in relation to ALL fee categories.

NEIGHBOURHOOD SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HOSTELS					
Hillcrest					
180.00	n/a	Single Room	per week	180.00	n/a
+ service charges				+ service charges	
210.00	n/a	Double Room	per week	210.00	n/a
+ service charges				+ service charges	
230.00	n/a	Family Room	per week	230.00	n/a
+ service charges				+ service charges	
Bed & Breakfast					
88.00	n/a	Single person	per week	92.40	n/a
13.00	n/a		per day	13.65	n/a
117.00	n/a	Single person and one child	per week	122.85	n/a
17.00	n/a		per day	17.85	n/a
127.00	n/a	Single person and two children	per week	133.35	n/a
19.00	n/a		per day	19.95	n/a
117.00	n/a	Couple	per week	122.85	n/a
17.00	n/a		per day	17.85	n/a
137.00	n/a	Couple and one child	per week	143.85	n/a
20.00	n/a		per day	21.00	n/a
148.00	n/a	Couple and two children	per week	155.40	n/a
22.00	n/a		per day	23.10	n/a
12.00	n/a	Additional children up to 16	per week	12.60	n/a
2.00	n/a		per day	2.10	n/a

CUSTOMER & COMMUNITY SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HIRE CHARGES FOR HERTFORD THEATRE					
WEEKDAYS					
		Auditorium	am (9am to 1pm)	248.00	n/a
240.00	n/a		am per hour	62.00	n/a
60.00	n/a		pm (1pm to 6pm)	375.00	n/a
375.00	n/a		pm per hour	77.00	n/a
75.00	n/a		Evening (6pm to midnight)	522.00	n/a
510.00	n/a		Evening per hour	87.00	n/a
85.00	n/a		9am-6pm (discounted rate)	533.00	n/a
515.00	n/a		1pm-midnight (discounted rate)	757.00	n/a
735.00	n/a		9am-midnight (discounted rate)	955.00	n/a
925.00	n/a				
		Studio	am (9am to 1pm)	84.00	n/a
80.00	n/a		am per hour	21.00	n/a
20.00	n/a		pm (1pm to 6pm)	130.00	n/a
125.00	n/a		pm per hour	26.00	n/a
25.00	n/a		Evening (6pm to midnight)	216.00	n/a
210.00	n/a		Evening per hour	36.00	n/a
35.00	n/a		9am-6pm (discounted rate)	184.00	n/a
175.00	n/a		1pm-midnight (discounted rate)	296.00	n/a
285.00	n/a		9am-midnight (discounted rate)	360.00	n/a
345.00	n/a				
		River Room	am (9am to 1pm)	84.00	n/a
80.00	n/a		am per hour	21.00	n/a
20.00	n/a		pm (1pm to 6pm)	130.00	n/a
125.00	n/a		pm per hour	26.00	n/a
25.00	n/a		Evening (6pm to midnight)	216.00	n/a
180.00	n/a		Evening per hour	36.00	n/a
30.00	n/a		9am-6pm (discounted rate)	184.00	n/a
175.00	n/a		1pm-midnight (discounted rate)	296.00	n/a
255.00	n/a		9am-midnight (discounted rate)	360.00	n/a
?	n/a				
		Foyer	am (9am to 1pm)	124.00	n/a
120.00	n/a		am per hour	31.00	n/a
30.00	n/a		pm (1pm to 6pm)	255.00	n/a
250.00	n/a		pm per hour	51.00	n/a
50.00	n/a		Evening (6pm to midnight)	372.00	n/a
360.00	n/a		Evening per hour	62.00	n/a
60.00	n/a				

CUSTOMER & COMMUNITY SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HIRE CHARGES FOR HERTFORD THEATRE					
WEEKENDS					
		Auditorium	am (9am to 1pm)	308.00	n/a
300.00	n/a		am per hour	77.00	n/a
75.00	n/a		pm (1pm to 6pm)	435.00	n/a
425.00	n/a		pm per hour	87.00	n/a
85.00	n/a		Evening (6pm to midnight)	738.00	n/a
720.00	n/a		Evening per hour	123.00	n/a
120.00	n/a		9am-6pm (discounted rate)	643.00	n/a
625.00	n/a		1pm-midnight (discounted rate)	1,023.00	n/a
995.00	n/a		9am-midnight (discounted rate)	1,281.00	n/a
1,245.00	n/a				
		Studio	am (9am to 1pm)	132.00	n/a
128.00	n/a		am per hour	33.00	n/a
32.00	n/a		pm (1pm to 6pm)	180.00	n/a
175.00	n/a		pm per hour	36.00	n/a
35.00	n/a		Evening (6pm to midnight)	276.00	n/a
270.00	n/a		Evening per hour	46.00	n/a
45.00	n/a		9am-6pm (discounted rate)	282.00	n/a
273.00	n/a		1pm-midnight (discounted rate)	406.00	n/a
395.00	n/a		9am-midnight (discounted rate)	518.00	n/a
503.00	n/a				
		River Room	am (9am to 1pm)	132.00	n/a
128.00	n/a		am per hour	33.00	n/a
32.00	n/a		pm (1pm to 6pm)	180.00	n/a
175.00	n/a		pm per hour	36.00	n/a
35.00	n/a		Evening (6pm to midnight)	276.00	n/a
270.00	n/a		Evening per hour	46.00	n/a
45.00	n/a		9am-6pm (discounted rate)	282.00	n/a
273.00	n/a		1pm-midnight (discounted rate)	406.00	n/a
395.00	n/a		9am-midnight (discounted rate)	518.00	n/a
503.00	n/a				
		Foyer	am (9am to 1pm)	188.00	n/a
180.00	n/a		am per hour	47.00	n/a
45.00	n/a		pm (1pm to 6pm)	310.00	n/a
300.00	n/a		pm per hour	62.00	n/a
60.00	n/a		Evening (6pm to midnight)	432.00	n/a
420.00	n/a		Evening per hour	72.00	n/a
70.00	n/a				
WEEKLY					
		Auditorium	Mon - Sunday (amateur)	5,125.00	n/a
5,000.00	n/a		Mon - Sunday (professional)	6,400.00	n/a
6,250.00	n/a	Studio	Mon - Sunday	2,050.00	n/a
2,000.00	n/a	River Room	Mon - Sunday	2,050.00	n/a
2,000.00	n/a				

Please note that hire does not include hire of stage, lighting rig etc. This is by separate negotiation.

CUSTOMER & COMMUNITY SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HIRE CHARGES FOR HERTFORD THEATRE					
EQUIPMENT HIRE PRICES					
Pianos					
123.86	148.63	Concert Grand Piano	per 3 hours	125.00	150.00
62.36	74.83	Piano Tuning		62.50	75.00
36.73	44.08	Electric Piano		37.50	45.00
Projection					
29.04	34.85	LCD Projector & Screen		29.17	35.00
Public Address System					
42.55	51.06	Portable PA Unit		42.55	51.06
29.17	35.00	Lapel Mic		30.00	36.00
29.17	35.00	Hand Radio Mic		30.00	36.00
Cinema Prices					
5.42	6.50	Adults		5.42	6.50
3.75	4.50	Concessions		3.75	4.50

CUSTOMER & COMMUNITY SERVICES

2011/12		DETAILS	UNIT OF	2012/13	
Exc. VAT £	Inc. VAT 20% £		CHARGE	Exc. VAT £	Inc. VAT 20% £
CAR PARKS					
Off Street Resident Season Ticket					
216.67	260.00	Port Vale		222.08	266.50
1,025.00	1,230.00	Crown Terrace		1,025.00	1,230.00
On Street Resident Season Ticket					
34.00	n/a	1st Permit		35.00	n/a
68.00	n/a	2nd Permit		70.00	n/a
17.00	n/a	Motorcycle permit		18.00	n/a
18.00	n/a	Contractor permit	per week	20.00	n/a
300.00	n/a	Business permit	per annum	307.50	n/a
20.00	n/a	Carers/ Special permits	admin charge (discretionary)	35.00	n/a
0.10	n/a	Vistors Vouchers	per hour	0.10	n/a
0.05	n/a		per hour pensioners	0.05	n/a
11.00	n/a	Charge for Temporary Dispensation from Parking Restrictions		12.00	n/a
On Street Residents Parking Permits					
51.50	n/a	Folly Island - 2nd Permit		53.00	n/a
1.67	2.00	Elm Road Car Park	up to 5 hrs	1.67	2.00
2.50	3.00		5 hrs +	2.50	3.00
Penalty Charges issued under Regulation 9 of the General Regulations.					
Higher Level Penalty Charge					
35.00	n/a	Paid within 21 days		35.00	n/a
70.00	n/a	Paid after 21 days		70.00	n/a
105.00	n/a	Paid after service of charge certificate		105.00	n/a
Lower Level Penalty Charge					
25.00	n/a	Paid within 21 days		25.00	n/a
50.00	n/a	Paid after 21 days		50.00	n/a
75.00	n/a	Paid after service of charge certificate		75.00	n/a
Penalty Charges issued under Regulation 10 of the General Regulations.					
Higher Level Penalty Charge					
35.00	n/a	Paid within 21 days		35.00	n/a
70.00	n/a	Paid after 21 days		70.00	n/a
105.00	n/a	Paid after service of charge certificate		105.00	n/a
Lower Level Penalty Charge					
25.00	n/a	Paid within 21 days		25.00	n/a
50.00	n/a	Paid after 21 days		50.00	n/a
75.00	n/a	Paid after service of charge certificate		75.00	n/a

CUSTOMER & COMMUNITY SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT 20% £	Inc. VAT £	PARKING		Exc. VAT 20% £	Inc. VAT £
		Wallfields Visitor			
		Short stay			
0.00	0.00		0 - 2 hrs	0.00	0.00
0.67	0.80		2 - 3 hrs	0.67	0.80
1.25	1.50		3 - 4 hrs	1.25	1.50
1.83	2.20		4 - 5 hrs	1.83	2.20
		Bishop's Stortford market traders' tariff			
2.92	3.50	Link Road	Thurs & Sat	2.92	3.50
2.92	3.50	Northgate End	Thurs & Sat	2.92	3.50
2.92	3.50	Apton Road	Thurs & Sat	2.92	3.50
		Old London Road - Hertford			
12.50	15.00	Coach / Lorry tarriff	per visit	12.50	15.00

CUSTOMER & COMMUNITY SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
ANIMAL CONTROL					
25.00	n/a	Stray dog with ID chip	**	25.00	n/a
25.00	n/a	Stray dog without ID chip	set by statute	25.00	n/a
21.00	n/a	Stray dog collected	admin charge	21.00	n/a
15.00	n/a	Kennel Charges	per night	15.00	n/a
17.50	21.00	ID chipping dogs (Ind)	per dog	17.50	21.00
9.17	11.00	ID chipping dogs (Campaign)	per dog	9.17	11.00
30.83	37.00	Small dead animal removal	per animal	31.66	38.00
25.83	31.00	Assistance to third party organisations	per hour	26.66	32.00
** unless first offence and dog is collected the same day					
Dog Fouling					
8.00	n/a	Dog Fouling Sign	per sign	15.00	n/a
Allotments					
3.10	n/a	Allotments (per year)	per 25.3m ²	3.20	n/a

CUSTOMER & COMMUNITY SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
REFUSE COLLECTION					
Commercial Refuse Collection					
67.47	80.97	Paid Collections	medium	69.20	83.04
139.31	167.18	" (Plus HCC disposal costs)	large	142.80	171.36
Mixed Hereditaments charged according to the proportion of trade waste collected					
Domestic Refuse Collection					
22.50	n/a	Bulky Waste Collection	1 Item	22.50	n/a
32.50	n/a	"	2 Items	32.50	n/a
42.50	n/a	"	3 Items	42.50	n/a
52.50	n/a	"	4 Items	52.50	n/a
62.50	n/a	Bulky Waste Collection - Load	small	62.50	n/a
90.00	n/a	"	medium	90.00	n/a
135.00	n/a	"	large	135.00	n/a
10.00	n/a	Bulky Collection Cancellation Fee	per collection	10.00	n/a
Commercial Events					
68.30	81.95	Cleansing / Refuse Collection	per hour	70.00	84.00
Cleansing Private Land					
21.50	25.80	Cleansing private land (Performance area - regular schedule)	per linear metre per annum	22.00	26.40
67.30	80.76	Ad - hoc litter picking	per hour	69.00	82.80
Abandoned Vehicles (end of life vehicles) surrendered and removed by LA					
37.92	45.50	Vehicle	per vehicle	39.17	47.00
57.50	69.00	Caravan	per caravan	59.17	71.00
Clinical Waste					
13.00	15.60	Charge per site	per visit (max 26)	13.33	15.99
7.00	8.40	Sharps containers	per container	7.18	8.62
4.20	5.04	Sacks - trade (infectious waste)	per sack	4.30	5.16
0.60	n/a	Sacks - domestic (infectious waste)	per sack	0.60	n/a
4.20	5.04	Sacks - trade (Offensive waste)	per sack	2.60	3.12
0.60	n/a	Sacks - domestic (Offensive waste)	per sack	0.60	n/a
n/a	n/a	Extra Sacks delivery charge	per occasion	25.00	n/a

CUSTOMER & COMMUNITY SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
REFUSE COLLECTION					
Graffiti Removal					
n/a	n/a	Cleaning graffiti on private land*	per sqm	50.00	n/a
n/a	n/a	Cleaning graffiti - small items (single tag)	per item	30.00	n/a
<p>*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.</p>					
COMMERCIAL WASTE					
Commercial Waste Collection Services					
70.83	n/a	sacks	per 50	75.00	n/a
330.00	n/a	240 litres	per bin p.a.	344.00	n/a
374.00	n/a	340 litres	per bin p.a.	392.00	n/a
631.00	n/a	660 litres	per bin p.a.	663.00	n/a
766.00	n/a	1,100 litres	per bin p.a.	812.00	n/a
Prescribed Waste Collection Service					
45.80	n/a	Sacks	per 50	47.00	n/a
271.00	n/a	240 litres	per bin p.a.	278.00	n/a
289.00	n/a	340 litres	per bin p.a.	296.00	n/a
485.00	n/a	660 litres	per bin p.a.	497.00	n/a
525.00	n/a	1,100 litres	per bin p.a.	538.00	n/a
Prescribed Waste for Educational Establishments					
45.80	n/a	Sacks	per 50	75.00	n/a
246.00	n/a	240 litres	per bin p.a.	314.00	n/a
275.00	n/a	340 litres	per bin p.a.	357.00	n/a
449.00	n/a	660 litres	per bin p.a.	602.00	n/a
485.00	n/a	1,100 litres	per bin p.a.	734.00	n/a
n/a	n/a	Bin removal & re-delivery charge following non-payment	per occasion	25.00	n/a
n/a	n/a	Extra sacks delivery charge	per occasion	25.00	n/a

- 1) Note: The above are 'ceiling' prices and subject to the discretion of the Head of Environmental Services
- 2) 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

CUSTOMER & COMMUNITY SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
PEST CONTROL					
Commercial Premises					
56.20	67.44	Rats & Mice	per hour or part hour	57.60	69.12
OR					
Contract service available					
46.00	55.20	Wasps	one nest job	47.00	56.40
46.00	55.20	Ants	one nest job	47.00	56.40
16.00	19.20	Additional nests	per add. nest	16.40	16.98
56.00	67.20	Bed Bugs	per hour or part hour	57.20	68.64
56.00	67.20	Fleas	per hour or part hour	57.20	68.64
56.00	67.20	Cockroaches	per hour or part hour	57.20	68.64
56.00	67.20	Squirrels	per hour or part hour	57.20	68.64
56.00	67.20	Cluster Fly Infestation	per hour or part hour	57.20	68.64
56.00	67.20	Visit for Advice ONLY	per hour or part hour	57.20	68.64
Domestic Premises *					
18.33	22.00	Rats	# call out charge	18.33	22.00
42.92	51.50	Mice	per job	43.75	52.50
41.67	50.00	Wasps	one nest job	41.67	50.00
42.92	51.50	Ants	one nest job	43.75	52.50
15.83	19.00	Additional nests	per add. nest	16.67	20.00
55.00	66.00	Cluster Fly Infestation	one job (up to 3 visits) from	56.25	67.50
155.00	186.00	Bed Bugs	one job (up to 3 visits) from	158.33	190.00
56.67	68.00	Bed Bugs	additional visits	58.33	70.00
62.50	75.00	Squirrels	per job	64.17	77.00
45.83	55.00	Fleas	per hour	46.67	56.00
45.83	55.00	Cockroaches	per hour	46.67	56.00
18.33	22.00	Visit for Advice ONLY	per half hour	18.33	22.00
56.67	68.00	Return Visit Charge (rats & mice)	per job	58.33	70.00

* Concession for residents in receipt of income related benefit - £10 per job, waived in cases of hardship at the discretion of the Head of Environmental Services

A call out charge of £22 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. Customers in receipt of income related benefits will pay £10. This may be waived in cases of hardship at the discretion of the Head of Environmental Services. No charge is recoverable where rats are reported in public places.

Payment 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.

CUSTOMER & COMMUNITY SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Markets - Hertford & Bishop's Stortford					
21.80	n/a	Standard pitch 10' x 7' Incentive for above (Bishop's Stortford only)	per pitch 5 consecutive weeks - 5th week free	21.80	n/a
26.00	n/a	Casual Trader pitch 10' x 7'	per pitch	26.00	n/a
1.20	n/a	Additional space	per sq ft	1.20	n/a
Markets - Ware					
14.00	n/a	Standard pitch 10' x 7' Incentive for above	per pitch 5 consecutive weeks - 5th week free	14.00	n/a
15.60	n/a	Casual Trader pitch 10' x 7'	per pitch	15.60	n/a
1.20	n/a	Additional space	per sq ft	1.20	n/a
		Charity Stall - Any Market		10.90	n/a
Market Licence					
30.00	n/a	Commercial - up to 10 stalls		30.75	n/a
50.00	n/a	Commercial - up to 11 - 30 stalls		51.25	n/a
104.00	n/a	Commercial - up to 31plus stalls		106.60	n/a
21.00	n/a	Charity		21.55	n/a
Farmers Markets					
107.00	n/a	Village		109.70	n/a
19.80	n/a	Hertford (own stall)		22.35	n/a
27.00	n/a	Hertford (East Herts stall)		27.00	n/a
1,300.00	n/a	Jackson Square	per quarter	1,332.50	n/a

CUSTOMER & COMMUNITY SERVICES

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
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			
450.21	540.25	After 2.5 days		450.21	540.25
25.00	30.00		+ per hour	25.00	30.00
Environmental Information Regulations 2004					
25.00	30.00	Staff time	per hour	25.00	30.00
Reuse of Public Sector Information Regulations 2005					
25.00	30.00	Staff time	per hour	25.00	30.00
Information that has a commercial value - a charge will be determined on a case-by-case basis					
Freedom of Information / Environmental Information Regulations / Reuse of Public Sector Information Regulations					
Charges for materials -					
0.10	0.12	Photocopying (black & white)	A4 sheet	0.10	0.12
0.20	0.24		A3 sheet	0.20	0.24
1.10	1.32		A0 sheet	1.10	1.32
0.20	0.24	Photocopying (colour)	A4 sheet	0.20	0.24
0.50	0.60		A3 sheet	0.50	0.60
1.70	2.04		A0 sheet	1.70	2.04
45.11	54.13	Printing (black & white)	per hour	45.11	54.13
45.11	54.13	Printing (colour)	per hour	45.11	54.13
24.68	29.62	CD's	per hour	24.68	29.62
(if information is held electronically)					
actual cost		Converting to electronic or microfiche		actual cost	
actual cost		Postage		actual cost	
REVENUES					
n/a	n/a	Council Tax penalty for failure to promptly notify or provide information	1st offence	70.00	n/a
n/a	n/a		subsequent offences	280.00	n/a
40.00	n/a	Issue of Summons		40.00	n/a
40.00	n/a	Charge for Liability Order		40.00	n/a
Letting of Council Offices					
30.00	n/a	Council Chamber - Hertford	per hour	30.00	n/a
20.00	n/a	Other Rooms - Hertford	per hour	20.00	n/a

CHIEF EXECUTIVE

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
LAND CHARGES (these are Statutory Charges)					
Local Land Charges					
67.00	n/a	Registration of a charge in Part II of the register	per charge	67.00	n/a
2.50	n/a	Filing a definite certificate of the Lands Tribunal under rule 10 (3)	per certificate	2.50	n/a
7.00	n/a	Filing a judgement or order, or written request for the variation or cancellation of any entry in Part 11 of the register	per item	7.00	n/a
2.50	n/a	Inspection of documents filed in the register under rule 10, in respect of each parcel of land	per parcel of land	2.50	n/a
n/a	n/a	Personal search in the whole or any part of the register	per search	n/a	n/a
5.00	n/a	Personal Search inclusive of printout	for print out	5.00	n/a
n/a	n/a	Add in addition in respect of each parcel of land above one, where under rule 11 (3) the search extends to more than one parcel, subject to a maximum of £16.00	per additional search	n/a	n/a
Official search (including issue of official certificate of search) in:					
2.00	n/a	(a) any one part of the register	per search	n/a	n/a
21.00	n/a	(b) the whole of the register	per search	21.00	n/a
1.00	n/a	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	n/a
1.50	n/a	Office copy of any entry in the register (not including a copy of any plan or document filed pursuant to the rules)	per copy	n/a	n/a
Various	n/a	Office copy of any plan or other document filed pursuant to the rules	per copy	Various	n/a

CHIEF EXECUTIVE

2011/12		DETAILS	UNIT OF CHARGE	2012/13	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
		These fees are statutory charges			
		Answering form of enquiry			
		Part I Enquiries -			
		These fees are non statutory charges			
		One parcel of land			
66.00	n/a	- Residential / Commercial	per enquiry	66.00	n/a
		- Commercial			
20.00	n/a	each additional parcel	per enquiry	20.00	n/a
n/a	n/a	NLIS Residential	per enquiry	n/a	n/a
n/a	n/a	NLIS Commercial	per enquiry	n/a	n/a
		Part II Enquiries			
		Where relating to one parcel of land only or to several parcels and delivered on a single form -			
		Each printed enquiry			
10.00	n/a	numbered in the form	per enquiry	12.00	n/a
25.00	n/a	Any and each further enquiry added by solicitors	per enquiry	25.00	n/a
15.40+	n/a	Abstract of Title		15.40+	n/a
21p	n/a			21p	n/a
per sheet copied				per sheet copied	
		LEGAL CHARGES			
100.00	120.00	Notice of Transfer	per hour	102.50	123.00
100.00	120.00	Deed of Variation	per hour	102.50	123.00
100.00	120.00	Deed of Covenant Copy	per hour	102.50	123.00
100.00	120.00	" Engrossment	per hour	102.50	123.00
100.00	120.00	Postponement of Charge	per hour	102.50	123.00
		Litigation, Conveyancing and			
100.00	120.00	Planning matters	per hour	102.50	123.00
100.00	n/a	Sale of Council Minutes	per civic year	102.50	n/a
		Extract of Electoral Register			
20.00 + 1.50	n/a	Fee for sale of the Register	data	20.50 + 1.50	n/a
per thousand entries or part				per thousand entries or part	
10.00 + 5.00	n/a		printed	10.00 + 5.00	n/a
per thousand entries or part				per thousand entries or part	
		Fee for sale of the list of			
20.00 + 1.50	n/a	Overseas Electors	data	20.50 + 1.50	n/a
per hundred entries or part				per hundred entries or part	
10.00 + 5.00	n/a		printed	10.00 + 5.00	n/a
entries or part				entries or part	