

EAST HERTFORDSHIRE DISTRICT COUNCIL

SCALE OF CHARGES

The fees and charges shown overleaf are for 2014/15

NEIGHBOURHOOD SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Environmental Health Licences					
396.00 + vet fees	n/a + VAT	Riding Establishments	per annum	406.00 + vet fees	n/a + VAT
1,909.00 + vet fees	n/a + VAT	Zoos - New Licence	per 4 year registration	1,957.00	n/a + VAT
1,476.00 + vet fees	n/a + VAT	Zoos - Year 6 renewal licence inspection	per 6 years	1,513.00 + vet fees	n/a + VAT
643.00 + vet fees	n/a + VAT	Zoos - Transfer of Licence	per transfer	660.00 + vet fees	n/a + VAT
858.00 + vet fees	n/a + VAT	Zoos - Year 3 interim licence inspection inspection		880.00 + vet fees	n/a + VAT
541.00 + vet fees	n/a + VAT	Dangerous Wild Animals	per annum	555.00 + vet fees	n/a + VAT
234.00 + vet fees	n/a + VAT	Dog breeding establishments	per annum	240.00 + vet fees	n/a + VAT
234.00 + vet fees	n/a + VAT	Animal boarding establishments	per annum	240.00 + vet fees	n/a + VAT
110.00 + vet fees	n/a + VAT	Home boarding establishments	per annum	113.00 + vet fees	n/a + VAT
191.00 + vet fees	n/a + VAT	Pet Shops	per annum	196.00 + vet fees	n/a + VAT
187.00	n/a	Registration for Skin Piercing (Static / Home Business)	per business	192.00	n/a
118.00	n/a	Registration for Skin Piercing (Person)	per person or premises change	121.00	n/a
187.00	n/a	Registration for Peripatetic Skin Piercing (includes one operator)	per business	192.00	n/a
118.00	n/a	Update to an existing skin piercing registration (Business)	per update	121.00	n/a
55.00	n/a	Street trading Occasional Registered Charity (up to one month)	per month	57.00	n/a
108.00	n/a	Street trading Occasional (up to one month)	per month	111.00	n/a

NEIGHBOURHOOD SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Environmental Health Licences (contd)					
313.00	n/a	Street trading Peripatatic (eg ice cream van)	per annum	321.00	n/a
318.00	n/a	Street trading Static (eg burger van)	per annum	326.00	n/a
21.00	n/a	Additional Licence fee for second reminder letter	per letter	22.00	n/a
47.00	n/a	Additional Licence fee for chasing applications after the expiry of current licence	per licence	49.00	n/a
114.00	n/a	Motor Salvage Operators Registration	per registration	117.00	n/a
77.00	n/a	Motor Salvage Operators Renewal	per 3 years	79.00	n/a
19.00	n/a	Copy of each MSO entry (1-5 copies)		20.00	n/a
Training Courses					
65.00	n/a	Level 2 Food Safety Training	per person,per course	65.00	n/a
65.00	n/a	Level 2 Health & Safety Training	per person,per course	65.00	n/a
41.00	n/a	Level 2 Food Safety Refresher Training	per person,per course	41.00	n/a
41.00	n/a	Level 2 Health & Safety Refresher Training	per person,per course	41.00	n/a
620.00	n/a	Level 2 Food Hygiene Training (up to 14 places at customer's premises)	per course	620.00	n/a
380.00	n/a	Level 2 Food Hygiene Refresher Training (up to 14 places at customer's premises)	per course	380.00	n/a
100% of fee paid		Cancellation Fee (less than 10 working days before course)	per person,per course	100% of fee paid	

NEIGHBOURHOOD SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Miscellaneous Fees & Charges					
12.00	n/a	Food register	per single entry	13.00	n/a
25.00	n/a	Food register	per category	26.00	n/a
75.00	n/a	Food register	per full copy	77.00	n/a
60.00	n/a	Air quality data enquiries	per hour or part	62.00	n/a
60.00	n/a	Additional Land charge enquiries	per hour or part	62.00	n/a
47.00 + disposal costs	n/a + VAT	Issue of certificate following surrender of food	per hour or part	49.00 + disposal costs	n/a + VAT
47.00	n/a	Food export health certificate	per hour or part	49.00	n/a
36.00	43.20	Replacement 'Scores on Doors' certificate	each	37.00	44.40
47.00	56.40	Replacement of any environmental health licence or registration documents	each	49.00	58.80
47.00	56.40	Statement of fact for civil cases	per hour	49.00	58.80
107.00	128.40	Standards inspection for immigration	per inspection	110.00	132.00
263.00	315.60	Housing Notices	fixed charge	330.00	396.00
36.00	43.20	Letter confirming food premises registration	per letter	37.00	44.40
47.00	56.40	Attendance at Exhumations	per hour (or part)	49.00	58.80

NEIGHBOURHOOD SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Private Water Supplies					
322.00	n/a	Risk Assessment (smaller supplies - Regulation 10)	per assessment	331.00	n/a
421.00	n/a	Risk Assessment (larger supplies - Regulation 9)	per assessment	432.00	n/a
108.00	n/a	Risk Assessment (Desktop)	per assessment	111.00	n/a
83.33	100.00	Sampling Visit	per visit	83.33	100.00
+ analysis costs				+ analysis costs	
83.33	100.00	Investigation	per investigation	83.33	100.00
+ analysis costs				+ analysis costs	
100.00	n/a	Granting of Authorisation	per authorisation	100.00	n/a
up to £25	n/a	Analysis Costs (Regulation 10)	per set of samples	up to £25	n/a
up to £100	n/a	Analysis Costs (Check Monitoring)	per set of samples	up to £100	n/a
up to £500	n/a	Analysis Costs (Audit Monitoring)	per set of samples	up to £500	n/a
HMO Licensing Fees					
683.00	n/a	Licence for standard 5 bedroom HMO (initiated by applicant without LA intervention)		785.00	n/a
925.00	n/a	Licence for standard 5 bedroom HMO (initiated by applicant with LA intervention)		1,064.00	n/a
13.00	n/a	Additional bedrooms	each	14.00	n/a
47.00	n/a	Production of drawings		49.00	n/a
24.00	n/a	Resolve application queries on site		-	-
13.00	n/a	Request and checking missing information	per item	-	-
47.00	n/a	Additional costs		-	-
115.00	n/a	Variation of licence		118.00	n/a

NEIGHBOURHOOD SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HMO Licensing Fees					
55.00	n/a	Fee reduction for additional HMO's with same applicant / landlord		55.00	n/a
568.00	n/a	Renewal of HMO Licence		653.00	n/a
75.00	n/a	Confirmation of empty home status for VAT reduction		77.00	n/a
Miscellaneous Engineering Fees					
free		Street parties (non-commercial)		free	
25.63	n/a	Sewer Records/Plans	per item	27.00	n/a

NEIGHBOURHOOD SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
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	15.50	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)	77.00	n/a
300.00	n/a	Legal obligation agreements - clause monitoring fee	per obligation issue	310.00	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	77.00	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		515.00	n/a

NEIGHBOURHOOD SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
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	28.00	n/a
85.00	n/a	Fee for discharge of or compliance with a condition	per request (any number of conditions)	97.00	n/a
4.50	n/a	Retrieval of externally stored microfilmed records	per microfilmed record	4.60	n/a
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
30.00	n/a	Request for informal confirmation that proposed development comprises 'permitted development'. (Not Lawful Development Certificate)	Initial fee	-	-
-	-		Initial fee	41.60	55.00
-	-		Secondary fee	20.83	25.00
583.33	700.00	Major development proposals	Initial fee	-	-
291.66	350.00		Secondary fee	-	-
-	-	Largescale Major Development Proposals	Initial fee	833.33	1000.00
-	-		Secondary fee	416.67	500.00
-	-	Smallscale Major Development Proposals	Initial fee	600.00	720.00
-	-		Secondary fee	300.00	360.00
333.33	400.00	Minor development proposals	Initial fee	-	-
166.66	200.00		Secondary fee	-	-
-	-	Minor Development (single new or replacement dwellings and other development of less than 50sqm floorspace)	Initial fee	250.00	300.00
-	-		Secondary fee	125.00	150.00
-	-	Minor Development (all other minor development)	Initial fee	341.67	410.00
-	-		Secondary fee	170.83	205.00

NEIGHBOURHOOD SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
PRE-APPLICATION ADVICE					
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	87.50	105.00
Other Development					
83.33	100.00		Initial fee	87.5	105.00
41.67	50.00		Secondary fee	43.75	52.50
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

NEIGHBOURHOOD SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HOSTELS					
Hillcrest					
195.00	n/a	Single Room	per week	195.00	n/a
+ service charges				+ service charges	
220.00	n/a	Double Room	per week	220.00	n/a
+ service charges				+ service charges	
230.00	n/a	Family Room	per week	230.00	n/a
+ service charges				+ service charges	
Bed & Breakfast					
95.17	n/a	Single person	per week	97.65	n/a
13.60	n/a		per day	13.95	n/a
126.54	n/a	Single person and one child	per week	129.50	n/a
18.08	n/a		per day	18.50	n/a
137.35	n/a	Single person and two children	per week	140.70	n/a
19.62	n/a		per day	20.10	n/a
126.54	n/a	Couple	per week	129.50	n/a
18.08	n/a		per day	18.50	n/a
148.17	n/a	Couple and one child	per week	151.90	n/a
21.17	n/a		per day	21.70	n/a
160.06	n/a	Couple and two children	per week	164.15	n/a
22.87	n/a		per day	23.45	n/a
12.98	n/a	Additional children up to 16	per week	13.30	n/a
1.85	n/a		per day	1.90	n/a

CUSTOMER & COMMUNITY SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HIRE CHARGES FOR HERTFORD THEATRE					
WEEKDAYS					
		Auditorium			
248.00	n/a		am (9am to 1pm)	256.00	n/a
62.00	n/a		am per hour	64.00	n/a
375.00	n/a		pm (1pm to 6pm)	395.00	n/a
77.00	n/a		pm per hour	79.00	n/a
522.00	n/a		Evening (6pm to midnight)	534.00	n/a
87.00	n/a		Evening per hour	89.00	n/a
533.00	n/a		9am-6pm (discounted rate)	551.00	n/a
757.00	n/a		1pm-midnight (discounted rate)	779.00	n/a
955.00	n/a		9am-midnight (discounted rate)	985.00	n/a
		Studio			
84.00	n/a		am (9am to 1pm)	88.00	n/a
21.00	n/a		am per hour	22.00	n/a
130.00	n/a		pm (1pm to 6pm)	135.00	n/a
26.00	n/a		pm per hour	27.00	n/a
216.00	n/a		Evening (6pm to midnight)	162.00	n/a
36.00	n/a		Evening per hour	37.00	n/a
184.00	n/a		9am-6pm (discounted rate)	193.00	n/a
296.00	n/a		1pm-midnight (discounted rate)	307.00	n/a
360.00	n/a		9am-midnight (discounted rate)	375.00	n/a
		River Room			
84.00	n/a		am (9am to 1pm)	88.00	n/a
21.00	n/a		am per hour	22.00	n/a
130.00	n/a		pm (1pm to 6pm)	135.00	n/a
26.00	n/a		pm per hour	27.00	n/a
216.00	n/a		Evening (6pm to midnight)	162.00	n/a
36.00	n/a		Evening per hour	37.00	n/a
184.00	n/a		9am-6pm (discounted rate)	193.00	n/a
296.00	n/a		1pm-midnight (discounted rate)	307.00	n/a
360.00	n/a		9am-midnight (discounted rate)	375.00	n/a
		Foyer			
124.00	n/a		am (9am to 1pm)	88.00	n/a
31.00	n/a		am per hour	22.00	n/a
255.00	n/a		pm (1pm to 6pm)	135.00	n/a
51.00	n/a		pm per hour	27.00	n/a
372.00	n/a		Evening (6pm to midnight)	162.00	n/a
62.00	n/a		Evening per hour	37.00	n/a

CUSTOMER & COMMUNITY SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HIRE CHARGES FOR HERTFORD THEATRE					
WEEKENDS AND BANK HOLIDAYS					
308.00	n/a	Auditorium	am (9am to 1pm)	316.00	n/a
77.00	n/a		am per hour	79.00	n/a
435.00	n/a		pm (1pm to 6pm)	445.00	n/a
87.00	n/a		pm per hour	89.00	n/a
738.00	n/a		Evening (6pm to midnight)	750.00	n/a
123.00	n/a		Evening per hour	125.00	n/a
643.00	n/a		9am-6pm (discounted rate)	661.00	n/a
1,023.00	n/a		1pm-midnight (discounted rate)	1,072.00	n/a
1,281.00	n/a		9am-midnight (discounted rate)	1,311.00	n/a
132.00	n/a	Studio	am (9am to 1pm)	136.00	n/a
33.00	n/a		am per hour	34.00	n/a
180.00	n/a		pm (1pm to 6pm)	185.00	n/a
36.00	n/a		pm per hour	37.00	n/a
276.00	n/a		Evening (6pm to midnight)	282.00	n/a
46.00	n/a		Evening per hour	47.00	n/a
282.00	n/a		9am-6pm (discounted rate)	291.00	n/a
406.00	n/a		1pm-midnight (discounted rate)	417.00	n/a
518.00	n/a		9am-midnight (discounted rate)	533.00	n/a
132.00	n/a	River Room	am (9am to 1pm)	136.00	n/a
33.00	n/a		am per hour	34.00	n/a
180.00	n/a		pm (1pm to 6pm)	185.00	n/a
36.00	n/a		pm per hour	37.00	n/a
276.00	n/a		Evening (6pm to midnight)	282.00	n/a
46.00	n/a		Evening per hour	47.00	n/a
282.00	n/a		9am-6pm (discounted rate)	291.00	n/a
406.00	n/a		1pm-midnight (discounted rate)	417.00	n/a
518.00	n/a		9am-midnight (discounted rate)	533.00	n/a
188.00	n/a	Foyer	am (9am to 1pm)	136.00	n/a
47.00	n/a		am per hour	34.00	n/a
310.00	n/a		pm (1pm to 6pm)	185.00	n/a
62.00	n/a		pm per hour	37.00	n/a
432.00	n/a		Evening (6pm to midnight)	282.00	n/a
72.00	n/a		Evening per hour	47.00	n/a
WEEKLY					
5,125.00	n/a	Auditorium	Mon - Sunday (amateur)	5,275.00	n/a
6,400.00	n/a		Mon - Sunday (professional)	6,600.00	n/a
2,050.00	n/a	Studio	Mon - Sunday	2,100.00	n/a
2,050.00	n/a	River Room	Mon - Sunday	2,600.00	n/a

CUSTOMER & COMMUNITY SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HIRE CHARGES FOR HERTFORD THEATRE					
EQUIPMENT HIRE PRICES					
Pianos					
125.00	150.00	Concert Grand Piano	per 3 hours	130.00	156.00
62.50	75.00	Piano Tuning		64.50	77.40
37.50	45.00	Electric Piano		38.50	46.20
Projection					
29.17	35.00	LCD Projector & Screen		29.17	35.00
Public Address System					
42.55	51.06	Portable PA Unit		75.00	90.00
30.00	36.00	Lapel Mic		13.33	16.00
30.00	36.00	Hand Radio Mic		15.83	19.00
Cinema Prices					
5.42	6.50	Adults		5.83	7.00
3.75	4.50	Concessions		4.17	5.00

CUSTOMER & COMMUNITY SERVICES

2013/14		DETAILS	UNIT OF	2014/15	
Exc. VAT £	Inc. VAT 20% £		CHARGE	Exc. VAT £	Inc. VAT 20% £
CAR PARKS					
Off Street Resident Season Ticket					
229.17	275.00	Port Vale		229.17	275.00
1,026.00	1,231.20	Crown Terrace		1,026.00	1,231.20
On Street Resident Season Ticket					
36.00	n/a	1st Permit		36.00	n/a
72.00	n/a	2nd Permit		72.00	n/a
19.00	n/a	Motorcycle permit		19.00	n/a
21.00	n/a	Contractor permit	per week	21.00	n/a
315.00	n/a	Business permit	per annum	315.00	n/a
36.00	n/a	Carers/ Special permits	admin charge (discretionary)	36.00	n/a
0.10	n/a	Visitors Vouchers	per hour	0.10	n/a
0.05	n/a		per hour pensioners	0.05	n/a
15.00	n/a	Charge for Temporary Dispensation from Parking Restrictions		15.00	n/a
On Street Residents Parking Permits					
55.00	n/a	Folly Island - 2nd Permit		55.00	n/a
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

CUSTOMER & COMMUNITY SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
PARKING					
Penalty Charges issued under Regulation 10 of the General Regulations					
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
Bishop's Stortford market traders' tariff					
3.00	3.60	Link Road	Thurs & Sat	2.32	2.90
3.00	3.60	Northgate End	Thurs & Sat	2.32	2.90
3.00	3.60	Apton Road	Thurs & Sat	2.32	2.90
Old London Road - Hertford					
12.50	15.00	Coach / Lorry tarriff	per visit	12.50	15.00

CUSTOMER & COMMUNITY SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
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
33.33	40.00	Small dead animal removal	per animal	33.33	40.00
28.33	34.00	Assistance to third party organisations	per hour	28.33	34.00
28.33	34.00	Provision of dog waste bag	per box 5000	28.33	34.00
8.00	8.20	Dog Fouling Sign	per sign	12.50	15.00
<p>** unless first offence and dog is collected the same day</p>					
Allotments					
3.30	n/a	Allotments	(per year) per 25.3m ²	3.40	n/a
Outdoor Exercise Group Activities *					
1,200.00	n/a	Organisations - per site		1,200.00	n/a
450.00	n/a	Personal Trainers - per trainer		450.00	n/a

* 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.

CUSTOMER & COMMUNITY SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
REFUSE COLLECTION					
Commercial Refuse Collection					
71.00	85.20	Paid Collections	medium	72.50	87.00
146.50	175.80	"	large	150.00	180.00
(Plus HCC disposal costs)					
Mixed Heriditaments					
charged according to the proportion of trade waste collected					
Domestic Refuse Collection					
23.00	n/a	Bulky Waste Collection	1 Item	23.50	n/a
33.50	n/a	"	2 Items	33.50	n/a
43.50	n/a	"	3 Items	44.50	n/a
54.00	n/a	"	4 Items	54.50	n/a
64.00	n/a	Bulky Waste Collection - Load	small	65.00	n/a
92.50	n/a	"	medium	94.50	n/a
138.50	n/a	"	large	141.00	n/a
10.00	n/a	Bulky Collection Cancellation Fee	per collection	10.00	n/a
Commercial Events					
71.75	86.10	Cleansing / Refuse Collection	per hour	73.20	87.84
Cleansing Private Land					
22.55	27.06	Cleansing private land (Performance area - regular schedule)	per linear metre per annum	23.00	27.60
70.73	84.87	Ad - hoc litter picking	per hour	72.15	86.58
Abandoned Vehicles (end of life vehicles) surrendered and removed by LA					
40.00	48.00	Vehicle	per vehicle	40.00	47.00
60.66	72.79	Caravan	per caravan	61.90	71.00
Clinical Waste					
13.66	16.39	Charge per site	per visit (max 26)	13.93	16.72
8.00	9.60	Sharps containers	per container	8.15	9.78
4.80	5.76	Sacks - trade (infectious waste)	per sack	4.90	5.88
0.65	n/a	Sacks - domestic (infectious waste)	per sack	0.66	n/a
2.90	3.48	Sacks - trade (Offensive waste)	per sack	2.95	3.54
0.65	n/a	Sacks - domestic (Offensive waste)	per sack	0.66	n/a
25.00	n/a	Extra Sacks delivery charge	per occasion	25.00	n/a

CUSTOMER & COMMUNITY SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
REFUSE COLLECTION					
Graffiti Removal					
51.25	n/a	Cleaning graffiti on private land*	per sqm	52.25	n/a
30.75	n/a	Cleaning graffiti - small items (single tag)	per item	31.50	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					
82.00	n/a	sacks	per 50	85.00	n/a
366.00	n/a	240 litres	per bin p.a.	381.50	n/a
422.00	n/a	340 litres	per bin p.a.	439.00	n/a
716.00	n/a	660 litres	per bin p.a.	746.00	n/a
892.50	n/a	1,100 litres	per bin p.a.	937.00	n/a
Prescribed Waste Collection Service					
48.00	n/a	Sacks	per 50	49.00	n/a
285.00	n/a	240 litres	per bin p.a.	290.50	n/a
304.00	n/a	340 litres	per bin p.a.	309.50	n/a
510.00	n/a	660 litres	per bin p.a.	520.00	n/a
550.00	n/a	1,100 litres	per bin p.a.	562.50	n/a
Prescribed Waste for Educational Establishments					
48.00	n/a	Sacks	per 50	49.00	n/a
259.00	n/a	240 litres	per bin p.a.	263.50	n/a
289.00	n/a	340 litres	per bin p.a.	295.00	n/a
472.00	n/a	660 litres	per bin p.a.	481.00	n/a
510.00	n/a	1,100 litres	per bin p.a.	520.00	n/a
25.00	n/a	Bin removal & re-delivery charge following non-payment	per occasion	25.00	n/a
25.00	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

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
PEST CONTROL					
Commercial Premises					
59.00	70.80	Rats & Mice	per hour or part hour	60.50	72.60
		OR			
		Contract service available	per annum		
48.20	57.84	Wasps	one nest job	49.50	59.40
48.20	57.84	Ants	one nest job	49.50	59.40
16.80	20.16	Additional nests	per add. nest	17.25	20.70
58.60	70.32	Bed Bugs	per hour or part hour	60.00	72.00
58.60	70.32	Fleas	per hour or part hour	60.00	72.00
58.60	70.32	Cockroaches	per hour or part hour	60.00	72.00
58.60	70.32	Squirrels	per hour or part hour	60.00	72.00
58.60	70.32	Cluster Fly Infestation	per hour or part hour	60.00	72.00
58.60	70.32	Visit for Advice ONLY	per hour or part hour	60.00	72.00
-	-	Servicing of electronic fly killers	per annum	price on application	
-	-	Sale of electronic fly killers	per unit	price on application	
-	-	Pigeon / Bird Proofing	per job	price subject to survey	
-	-	Installation of air vent covers, proofing small holes	per job	price subject to survey	
-	-	Installation of bristle strips	per job	price subject to survey	
-	-	Supply and fit insect screens	per job	price subject to survey	
Domestic Premises *					
19.17	23.00	Rats	# call out charge	20.83	25.00
44.58	53.50	Mice	per job	45.83	55.00
41.67	50.00	Wasps	one nest job	41.67	50.00
44.58	53.50	Ants	one nest job	45.83	55.00
16.67	20.00	Additional nests	per add. nest	17.09	20.50
57.50	69.00	Cluster Fly Infestation	one job (up to 3 visits)	58.96	70.75
162.50	195.00	Bed Bugs	one job (up to 3 visits)	166.67	200.00
59.17	71.00	Bed Bugs	additional visits	60.42	72.50
75.00	90.00	Squirrels	per job	77.50	93.00
47.50	57.00	Fleas	per hour	48.75	58.50
47.50	57.00	Cockroaches	per hour	48.75	58.50
19.17	23.00	Visit for Advice ONLY	per half hour	20.83	25.00
59.17	71.00	Return Visit Charge (rats & mice)	per job	60.42	72.50

CUSTOMER & COMMUNITY SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
PEST CONTROL					
Domestic Premises *					
-	-	Additional charge for a smoke test in drain (rodents)	per occasion	29.17	35.00
-	-	Installation of air vent covers, proofing small holes	per job	price subject to survey	
-	-	Installation of bristle strips	per job	price subject to survey	

* Concession for residents in receipt of income related benefit - £15 per job, waived in cases of hardship at the discretion of the Head of Environmental Services

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. Customers in receipt of income related benefits will pay £15. 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

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Markets - Hertford & Bishop's Stortford					
21.80	n/a	Standard pitch 3m x 2.1m (10' x 7')	per pitch	21.80	n/a
		Incentive for above (Bishop's Stortford only)	5 consecutive weeks - 5th week free		
26.00	n/a	Casual Trader pitch 3m x 2.1m (10' x 7')	per pitch	26.00	n/a
1.20	n/a	Additional space	per 0.3m (per sq ft)	1.20	n/a
Markets - Ware					
14.00	n/a	Standard pitch 3m x 2.1m (10' x 7')	per pitch	14.00	n/a
		Incentive for above	5 consecutive weeks - 5th week free		
15.60	n/a	Casual Trader pitch 3m x 2.1m (10' x 7')	per pitch	15.60	n/a
1.20	n/a	Additional space	per 0.3m (per sq ft)	1.20	n/a
10.90	n/a	Charity Stall - Any Market		10.90	n/a
-	-	Electricity Fee Charges	per stall per day	3.00	n/a
Market Licence					
31.50	n/a	Commercial - up to 10 stalls		32.10	n/a
52.50	n/a	Commercial - up to 11 - 30 stalls		53.55	n/a
109.25	n/a	Commercial - up to 31 plus stalls		111.45	n/a
22.10	n/a	Charity		22.10	n/a
Farmers Markets					
23.00	n/a	Hertford (own stall)		23.00	n/a
27.00	n/a	Hertford (East Herts stall)		27.00	n/a
1,365.80	n/a	Jackson Square	per quarter	1,475.06	n/a

CUSTOMER & COMMUNITY SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
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	
-	-	Subject Access Requests (discretionary)		10.00	n/a
REVENUES					
70.00	n/a	Council Tax penalty for failure to promptly notify or provide information	1st offence	70.00	n/a
280.00	n/a		subsequent offences	280.00	n/a
80.00	n/a	Summons and Liability Order		80.00	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

INTERNAL SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
LAND CHARGES					
Local Land Charges					
Statutory 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
Various	n/a	Office copy of any plan or other document filed pursuant to the rules	per copy	Various	n/a
Non Statutory Charges					
5.00	n/a	Personal Search inclusive of printout	for print out	5.00	n/a
21.00	n/a	Official search (including issue of official certificate of search) in: the whole of the register	per search	21.00	n/a
5.00	n/a	And in addition, in respect of each parcel of land above one, where under rule 11 (3) more than one parcel is included in the same requisition (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
Answering form of enquiry					
Part I Enquiries -					
One parcel of land					
66.00	n/a	- Residential / Commercial	per enquiry	66.00	n/a
20.00	n/a	- Commercial	per enquiry	20.00	n/a
20.00	n/a	each additional parcel	per enquiry	20.00	n/a

INTERNAL SERVICES

2013/14		DETAILS	UNIT OF CHARGE	2014/15	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Non Statutory Charges					
Part II Enquiries					
Where relating to one parcel of land only or to several parcels and delivered on a single form -					
Each printed enquiry					
12.00	n/a	numbered in the form 4 - 21	per enquiry	12.00	n/a
20.00	n/a	numbered in the form 22	per enquiry	20.00	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					
105.00	126.00	Notice of Transfer	per hour	110.00	132.00
105.00	126.00	Deed of Variation	per hour	110.00	132.00
105.00	126.00	Deed of Covenant Copy	per hour	110.00	132.00
105.00	126.00	" Engrossment	per hour	110.00	132.00
105.00	126.00	Postponement of Charge	per hour	110.00	132.00
105.00	126.00	Litigation, Conveyancing and Planning matters	per hour	110.00	132.00
105.00	n/a	Sale of Council Minutes	per civic year	110.00	n/a
Extract of Electoral Register					
20.50 + 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 Overseas Electors					
20.50 + 1.50	n/a		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	