

EAST HERTFORDSHIRE DISTRICT COUNCIL

SCALE OF CHARGES

The fees and charges shown overleaf are for 2011/12

NEIGHBOURHOOD SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
LICENCES						
369.00 + vets fees	n/a + VAT	n/a + VAT	Riding Establishments	per annum	376.00	n/a + VAT
1,781.00 + vets fees	n/a + VAT	n/a + VAT	Zoos - New Licence	per 4 year registration	1,816.00	n/a + VAT
1,378.00 + vets fees	n/a + VAT	n/a + VAT	Zoos - Year 6 renewal licence inspection	per 6 years	1,405.00	n/a + VAT
599.00 + vets fees	n/a + VAT	n/a + VAT	Zoos - Transfer of Licence	per transfer	611.00	n/a + VAT
800.00 + vets fees	n/a + VAT	n/a + VAT	Zoos - Year 3 interim licence inspection inspection		816.00	n/a + VAT
504.00 + vets fees	n/a + VAT	n/a + VAT	Dangerous Wild Animals	per annum	514.00	n/a + VAT
106.00 + vets fees	n/a + VAT	n/a + VAT	Dog breeding establishments	per annum	222.00	n/a + VAT
218.00 + vets fees	n/a + VAT	n/a + VAT	Animal boarding establishments	per annum	222.00	n/a + VAT
102.00 + vets fees	n/a + VAT	n/a + VAT	Home boarding establishments	per annum	104.00	n/a + VAT
177.00 + vets fees	n/a + VAT	n/a + VAT	Pet Shops	per annum	181.00	n/a + VAT
174.00	n/a	n/a	Registration for Skin Piercing (Premises)	per registration	177.00	n/a
110.00	n/a	n/a	Registration for Skin Piercing (Person)	per person or premises change	112.00	n/a
50.00	n/a	n/a	Street trading Occasional Registered Charity (up to one month)	per month	51.00	n/a
100.00	n/a	n/a	Street trading Occasional (up to one month)	per month	102.00	n/a
291.00	n/a	n/a	Street trading Peripatatic (eg ice cream van)	per annum	297.00	n/a
291.00	n/a	n/a	Street trading Static (eg burger van)	per annum	297.00	n/a

NEIGHBOURHOOD SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
LICENCES (contd)						
43.00	n/a	n/a	Issue of certificate following surrender of food	per hour or part + disposal costs	44.00	n/a
43.00	n/a	n/a	Food export health certificate	per hour or part	44.00	n/a
65.00	n/a	n/a	Basic Food Hygiene Course	per course	65.00	n/a
65.00	n/a	n/a	Basic Health & Safety Course	per course	65.00	n/a
33.00	n/a	n/a	Food Hygiene Update Course	per course	33.00	n/a
33.00	n/a	n/a	Health & Safety Update Course	per course	33.00	n/a
540.00	n/a	n/a	Basic Food Hygiene - up to 10 places		540.00	n/a
620.00	n/a	n/a	Basic Food Hygiene - 11 to 14 places		620.00	n/a
11.00	n/a	n/a	Food register	per single entry	11.00	n/a
46.00	n/a	n/a	Food register	per category	47.00	n/a
576.00	n/a	n/a	Food register	per full copy	588.00	n/a
85.00	n/a	n/a	Air quality data enquiries	per hour or part	87.00	n/a
85.00	n/a	n/a	Additional Land charge enquiries	per hour or part	87.00	n/a
106.00	n/a	n/a	Motor Salvage Operators Registration		108.00	n/a
72.00	n/a	n/a	Motor Salvage Operators Renewal		73.00	n/a
11.00	n/a	n/a	Viewing MSO Register		11.00	n/a
18.00	n/a	n/a	Copy of each MSO entry (1-5 copies)		18.00	n/a
75.00	n/a	n/a	Private Water Supplies (inc cost of analysis)		n/a	n/a
300.00	n/a	n/a	Risk Assesment (smaller supplies - Regulation 10)		306.00	n/a
n/a	n/a	n/a	Risk Assesment (larger supplies - Regulation 9)		400.00	n/a
100.00	n/a	n/a	Risk Assesment (Desktop)		102.00	n/a
85.00	99.88	102.00	Sampling Visit	+ analysis costs	83.33	100.00
100.00	117.50	120.00	Investigation	+ analysis costs	83.33	100.00
100.00	n/a	n/a	Granting of Authorisation		100.00	n/a
up to £25	n/a	n/a	Analysis Costs (Regulation 10)		up to £25	n/a
up to £100	n/a	n/a	Analysis Costs (Check Monitoring)		up to £100	n/a
up to £500	n/a	n/a	Analysis Costs (Audit Monitoring)		up to £500	n/a

NEIGHBOURHOOD SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Air Pollution Control Fees						
Application Fee :						
1,579.00	n/a	n/a	Standard	Statutory Fee	1,579.00	n/a
1,137.00	n/a	n/a	Additional Fee Activities operating without a permit	Statutory Fee	1,137.00	n/a
148.00	n/a	n/a	Reduced Fee Activities	Statutory Fee	148.00	n/a
68.00	n/a	n/a	Reduced Fee Activities operating without a permit	Statutory Fee	68.00	n/a
246.00	n/a	n/a	Petrol Vapour Recovery 1 & 2 combined	Statutory Fee	246.00	n/a
346.00	n/a	n/a	Vehicle Refinishers	Statutory Fee	346.00	n/a
Mobile Screening/Crushing Plant						
1,579.00	n/a	n/a	Application - 1 or 2	Statutory Fee	1,579.00	n/a
943.00	n/a	n/a	Application - 3 to 7	Statutory Fee	943.00	n/a
477.00	n/a	n/a	Application - 8 and over	Statutory Fee	477.00	n/a
Annual Subsistence Charge						
739.00	n/a	n/a	Standard - Low risk	Statutory Fee	739.00	n/a
1,111.00	n/a	n/a	Standard - Medium risk	Statutory Fee	1,111.00	n/a
1,672.00	n/a	n/a	Standard - High risk	Statutory Fee	1,672.00	n/a
36.00	n/a	n/a	Standard - Process paid quarterly additional fee	Statutory Fee	36.00	n/a
76.00	n/a	n/a	Reduced fee activity - Low risk	Statutory Fee	76.00	n/a
151.00	n/a	n/a	Reduced fee activity - Medium risk	Statutory Fee	151.00	n/a
227.00	n/a	n/a	Reduced fee activity - High risk	Statutory Fee	227.00	n/a
108.00	n/a	n/a	Petrol Vapour Recovery 1 & 2 combined - Low	Statutory Fee	108.00	n/a
216.00	n/a	n/a	Petrol Vapour Recovery 1 & 2 combined - Med	Statutory Fee	216.00	n/a
326.00	n/a	n/a	Petrol Vapour Recovery 1 & 2 combined - High	Statutory Fee	326.00	n/a
218.00	n/a	n/a	Vehicle Refinishers - Low risk	Statutory Fee	218.00	n/a
349.00	n/a	n/a	Vehicle Refinishers - Medium risk	Statutory Fee	349.00	n/a
524.00	n/a	n/a	Vehicle Refinishers - High risk	Statutory Fee	524.00	n/a
Mobile Screening and Crushing Plant						
618.00	n/a	n/a	1 or 2 (Low Risk)	Statutory Fee	618.00	n/a
989.00	n/a	n/a	1 or 2 (Medium Risk)	Statutory Fee	989.00	n/a
1,485.00	n/a	n/a	1 or 2 (High Risk)	Statutory Fee	1,485.00	n/a
368.00	n/a	n/a	3 to 7 (Low Risk)	Statutory Fee	368.00	n/a
590.00	n/a	n/a	3 to 7 (Medium Risk)	Statutory Fee	590.00	n/a
884.00	n/a	n/a	3 to 7 (High Risk)	Statutory Fee	884.00	n/a
189.00	n/a	n/a	8 and over (Low Risk)	Statutory Fee	189.00	n/a
302.00	n/a	n/a	8 and over (Medium Risk)	Statutory Fee	302.00	n/a
453.00	n/a	n/a	8 and over (High Risk)	Statutory Fee	453.00	n/a

NEIGHBOURHOOD SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Transfer & Surrender						
162.00	n/a	n/a	Transfer	Statutory Fee	162.00	n/a
476.00	n/a	n/a	Partial Transfer	Statutory Fee	476.00	n/a
75.00	n/a	n/a	New operator at low risk reduced fee activity	Statutory Fee	75.00	n/a
45.00	n/a	n/a	Reduced Fee activities partial transfer	Statutory Fee	45.00	n/a
LAPPC						
1,579.00	n/a	n/a	Standard Application Fee	Statutory Fee	1,579.00	n/a
1,137.00	n/a	n/a	Additional Fee activities operating without	Statutory Fee	1,137.00	n/a
148.00	n/a	n/a	Reduced Fee activities	Statutory Fee	148.00	n/a
68.00	n/a	n/a	Reduced Fee activities operating without	Statutory Fee	68.00	n/a
246.00	n/a	n/a	Petrol Vapour recovery 1 & 2 combined	Statutory Fee	246.00	n/a
346.00	n/a	n/a	Vehicle Refinishers	Statutory Fee	346.00	n/a
Substantial Changes (Section 10 and 11 of the Act)						
1,005.00	n/a	n/a	Standard (all except those specified below)	Statutory Fee	1,005.00	n/a
98.00	n/a	n/a	Reduced Fee Activities	Statutory Fee	98.00	n/a
HMO Licensing Fees						
640.00	n/a	n/a	Licence for standard 5 bedroom HMO (initiated by applicant without LA intervention)		650.00	n/a
860.00	n/a	n/a	Licence for standard 5 bedroom HMO (initiated by applicant with LA intervention)		880.00	n/a
11.00	n/a	n/a	Additional bedrooms	each	12.00	n/a
21.50	n/a	n/a	Complicated cases		22.00	n/a
43.00	n/a	n/a	Production of drawings		44.00	n/a
21.50	n/a	n/a	Resolve application queries on site		22.00	n/a
11.00	n/a	n/a	Request and checking missing information - per item		12.00	n/a
43.00	n/a	n/a	Additional costs		44.00	n/a
107.00	n/a	n/a	Variation of licence		109.00	n/a
54.00	n/a	n/a	Fee reduction for additional HMO's with same applicant / landlord		55.00	n/a
n/a	n/a	n/a	Renewal of HMO Licence		540.00	n/a

NEIGHBOURHOOD SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Miscellaneous Env Health						
33.00	38.78	39.60	Replacement 'Scores on Doors' certificate		34.00	40.80
176.00	206.80	211.20	Additional food hygiene inspection (medium risk premises)		n/a	n/a
263.00	309.03	315.60	Additional food hygiene inspection (high risk premises)		n/a	n/a
43.00	50.53	51.60	Replacement of any environmental health licence or registration documents		44.00	52.80
43.00	50.53	51.60	Statement of fact for civil cases	per hour	44.00	52.80
99.00	116.33	118.80	Standards inspection for immigration		101.00	121.20
43.00	50.53	51.60	Housing Notices	per hour	n/a	n/a
n/a	n/a	n/a		fixed charge	250.00	300.00
33.00	38.78	39.60	Letter confirming food premises registration		34.00	40.80
43.00	50.53	51.60	Attendance at Exhumations	per hour (or part)	44.00	52.80
TAXI LICENSING						
233.00	n/a	n/a	Hackney Carriage Vehicle/Proprietor (renewal)	per licence	259.90	n/a
262.00	n/a	n/a	Hackney Carriage Vehicle/Proprietor (new vehicle)	per licence	292.25	n/a
233.00	n/a	n/a	Private Hire Vehicle / Proprietor Licence (renewal)	per licence	259.90	n/a
262.00	n/a	n/a	Private Hire Vehicle / Proprietor Licence (grant)	per licence	292.25	n/a
90.00	n/a	n/a	Private Hire drivers licence (renewal)	per licence	100.39	n/a
180.00	n/a	n/a	Private Hire drivers licence (grant)		200.78	n/a
186.00	n/a	n/a	Private Hire Business Operator - up to 6 vehicles	per licence	207.47	n/a
25.00	n/a	n/a	- additional vehicles	per vehicle	27.89	n/a
90.00	n/a	n/a	Dual Driver (Hackney/Private Hire) (renewal)	-	100.39	n/a
180.00	n/a	n/a	Dual Driver (Hackney/Private Hire) (Grant)		200.78	n/a
66.00	n/a	n/a	Change of vehicle	-	73.62	n/a
180.00	n/a	n/a	Initial Application for a drivers licence (reimbursed on grant of application)		200.78	n/a
Change of Licence Details						
38.00	n/a	n/a	Change of Vehicle DVLA registration number		42.39	n/a
38.00	n/a	n/a	Change of Vehicle licence designation - Hackney to Private		42.39	n/a
72.00	n/a	n/a	- Private to Hackney		80.31	n/a
38.00	n/a	n/a	Change of vehicle proprietor with unexpired licence		42.39	n/a
38.00	n/a	n/a	Convert drivers licence to dual driver		42.39	n/a

NEIGHBOURHOOD SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
TAXI LICENSING						
Ancillary Charges						
77.00	n/a	n/a	Knowledge Test	per test	85.89	n/a
Ancillary Items						
64.26	75.50	77.11	Roof light (complete)		64.26	77.11
34.89	41.00	41.87	Roof light (cover or base plate separate)		34.89	41.87
14.89	17.50	17.87	Charge for unusable/damaged returned roof light to be discounted from any refund		14.89	17.87
20.43	24.00	24.52	Replacement badge		20.43	24.52
34.89	41.00	41.87	Replacement plate/trailer plate		34.89	41.87
2.13	2.50	2.55	Roof light bulb		2.13	2.55
6.38	7.50	7.64	Magnets (sold as pair)		6.38	7.64
10.21	12.00	12.25	Executive Private Hire Disc		10.21	12.25
Free			Table of fares/windscreen badge		Free	
26.81	31.50	32.17	Distribution of free literature		26.81	32.17
OTHER LICENCES						
4,950.00	n/a	n/a	Sex Establishments	per annum	4,950.00	n/a
4,950.00	n/a	n/a		per renewal	4,950.00	n/a
910.00	n/a	n/a		transfer	910.00	n/a
Hypnotism Act 1952:-						
140.00	n/a	n/a	Occasional licensed premises		140.00	n/a
540.00	n/a	n/a	Occasional unlicensed premises		540.00	n/a

NEIGHBOURHOOD SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	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	n/a	- Black & White	per page	0.10	n/a
0.20	n/a	n/a	- Colour	per page	0.20	n/a
			Copies of any documents - A3 size			
0.20	n/a	n/a	- Black & White	per page	0.20	n/a
0.40	n/a	n/a	- Colour	per page	0.40	n/a
			Copies of any documents - A2 size			
1.00	n/a	n/a	- Black & White	per page	1.00	n/a
2.00	n/a	n/a	- Colour	per page	2.00	n/a
			Copies of any documents - A1 size			
1.50	n/a	n/a	- Black & White	per page	1.50	n/a
3.00	n/a	n/a	- Colour	per page	3.00	n/a
			Copies of any documents - A0 size			
2.00	n/a	n/a	- Black & White	per page	2.00	n/a
4.00	n/a	n/a	- Colour	per page	4.00	n/a
15.00	n/a	n/a	Copies of documents provided on an electronic disc	per disc provided	15.00	n/a
23.00	n/a	n/a	Ordnance Survey Extracts	up to 6 copies	25.00	n/a
75.00	n/a	n/a	Historical Research (where records available)	per hour (or part)	75.00	n/a
300.00	n/a	n/a	Legal obligation agreements - clause monitoring fee	per obligation issue	300.00	n/a
75.00	n/a	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	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	n/a	Letter confirming exemption from Building Control regulations	per letter	35.00	n/a
50.00	n/a	n/a	Rejuvenation of closed Building Control file (not previously approved)	per file	50.00	n/a
n/a	n/a	n/a	Request for informal confirmation that proposed development comprises 'permitted development'. (Not Lawful Development Certificate)	per request	35.00	n/a
500.00	n/a	n/a	High Hedge consultation and investigation		500.00	n/a
n/a	n/a	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
n/a	n/a	n/a	Fee for discharge of or compliance with a condition	per request (any number of conditions) all other developments	85.00	n/a

NEIGHBOURHOOD SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
PRE-APPLICATION ADVICE						
Householder proposals						
n/a	n/a	n/a		Initial fee	25.00	30.00
n/a	n/a	n/a		Secondary fee	12.50	15.00
Major development proposals						
510.64	600.00	612.77		Initial fee	583.33	700.00
76.60	90.00	91.92		per subsequent hour or part of	n/a	n/a
n/a	n/a	n/a		Secondary fee	291.66	350.00
Minor development proposals						
255.32	300.00	306.38		Initial fee	333.33	400.00
76.60	90.00	91.92		per subsequent hour or part of	n/a	n/a
n/a	n/a	n/a		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						
n/a	n/a	n/a		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						
n/a	n/a	n/a		Initial fee	83.33	100.00
n/a	n/a	n/a		Secondary fee	41.67	50.00
Advertisement proposals						
n/a	n/a	n/a		Initial fee	41.67	50.00
n/a	n/a	n/a		Secondary fee	20.83	25.00
Heritage advice						
n/a	n/a	n/a		Initial fee	41.67	50.00
n/a	n/a	n/a		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

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
CCTV Cameras						
1,517.00	n/a	n/a	Ware Town Council	per camera	3,024.00	n/a
3,268.00	n/a	n/a	Hertford Town Council	per camera	2,312.00	n/a
1,833.00	n/a	n/a	Bishop's Stortford Town Council	per camera	3,024.00	n/a

NEIGHBOURHOOD SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2010/11	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HOSTELS						
Hillcrest						
180.00	n/a	n/a	Single Room	per week	180.00	n/a
+ service charges					+ service charges	
210.00	n/a	n/a	Double Room	per week	210.00	n/a
+ service charges					+ service charges	
230.00	n/a	n/a	Family Room	per week	230.00	n/a
+ service charges					+ service charges	
Bed & Breakfast						
88.00	n/a	n/a	Single person	per week	88.00	n/a
13.00	n/a	n/a		per day	13.00	n/a
117.00	n/a	n/a	Single person and one child	per week	117.00	n/a
17.00	n/a	n/a		per day	17.00	n/a
127.00	n/a	n/a	Single person and two children	per week	127.00	n/a
19.00	n/a	n/a		per day	19.00	n/a
117.00	n/a	n/a	Couple	per week	117.00	n/a
17.00	n/a	n/a		per day	17.00	n/a
137.00	n/a	n/a	Couple and one child	per week	137.00	n/a
20.00	n/a	n/a		per day	20.00	n/a
148.00	n/a	n/a	Couple and two children	per week	148.00	n/a
22.00	n/a	n/a		per day	22.00	n/a
12.00	n/a	n/a	Additional children up to 16	per week	12.00	n/a
2.00	n/a	n/a		per day	2.00	n/a

CUSTOMER & COMMUNITY SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HIRE CHARGES FOR HERTFORD THEATRE						
WEEKDAYS						
240.00	n/a	n/a	Auditorium	am (9am to 1pm)	240.00	n/a
60.00	n/a	n/a		am per hour	60.00	n/a
375.00	n/a	n/a		pm (1pm to 6pm)	375.00	n/a
75.00	n/a	n/a		pm per hour	75.00	n/a
510.00	n/a	n/a		Evening (6pm to midnight)	510.00	n/a
85.00	n/a	n/a		Evening per hour	85.00	n/a
80.00	n/a	n/a	Studio	am (9am to 1pm)	80.00	n/a
20.00	n/a	n/a		am per hour	20.00	n/a
125.00	n/a	n/a		pm (1pm to 6pm)	125.00	n/a
25.00	n/a	n/a		pm per hour	25.00	n/a
210.00	n/a	n/a		Evening (6pm to midnight)	210.00	n/a
35.00	n/a	n/a		Evening per hour	35.00	n/a
80.00	n/a	n/a	River Room	am (9am to 1pm)	80.00	n/a
20.00	n/a	n/a		am per hour	20.00	n/a
125.00	n/a	n/a		pm (1pm to 6pm)	125.00	n/a
25.00	n/a	n/a		pm per hour	25.00	n/a
180.00	n/a	n/a		Evening (6pm to midnight)	180.00	n/a
30.00	n/a	n/a		Evening per hour	30.00	n/a
120.00	n/a	n/a	Foyer	am (9am to 1pm)	120.00	n/a
30.00	n/a	n/a		am per hour	30.00	n/a
250.00	n/a	n/a		pm (1pm to 6pm)	250.00	n/a
50.00	n/a	n/a		pm per hour	50.00	n/a
360.00	n/a	n/a		Evening (6pm to midnight)	360.00	n/a
60.00	n/a	n/a		Evening per hour	60.00	n/a
WEEKENDS						
300.00	n/a	n/a	Auditorium	am (9am to 1pm)	300.00	n/a
75.00	n/a	n/a		am per hour	75.00	n/a
425.00	n/a	n/a		pm (1pm to 6pm)	425.00	n/a
85.00	n/a	n/a		pm per hour	85.00	n/a
720.00	n/a	n/a		Evening (6pm to midnight)	720.00	n/a
120.00	n/a	n/a		Evening per hour	120.00	n/a
128.00	n/a	n/a	Studio	am (9am to 1pm)	128.00	n/a
32.00	n/a	n/a		am per hour	32.00	n/a
175.00	n/a	n/a		pm (1pm to 6pm)	175.00	n/a
35.00	n/a	n/a		pm per hour	35.00	n/a
270.00	n/a	n/a		Evening (6pm to midnight)	270.00	n/a
45.00	n/a	n/a		Evening per hour	45.00	n/a

CUSTOMER & COMMUNITY SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
HIRE CHARGES FOR HERTFORD THEATRE						
WEEKENDS						
160.00	n/a	n/a	River Room	am (9am to 1pm)	160.00	n/a
40.00	n/a	n/a		am per hour	40.00	n/a
225.00	n/a	n/a		pm (1pm to 6pm)	225.00	n/a
45.00	n/a	n/a		pm per hour	45.00	n/a
300.00	n/a	n/a		Evening (6pm to midnight)	300.00	n/a
50.00	n/a	n/a		Evening per hour	50.00	n/a
180.00	n/a	n/a	Foyer	am (9am to 1pm)	180.00	n/a
45.00	n/a	n/a		am per hour	45.00	n/a
300.00	n/a	n/a		pm (1pm to 6pm)	300.00	n/a
60.00	n/a	n/a		pm per hour	60.00	n/a
420.00	n/a	n/a		Evening (6pm to midnight)	420.00	n/a
70.00	n/a	n/a		Evening per hour	70.00	n/a

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

EQUIPMENT HIRE PRICES

Pianos						
123.40	145.00	148.08	Concert Grand Piano		123.40	148.08
62.13	73.00	74.56	Piano Tuning		62.13	74.56
36.60	43.00	43.92	Electric Piano		36.60	43.92
Projection						
25.53	30.00	30.64	LCD Projector & Screen		25.53	30.64
Public Address System						
42.55	50.00	51.06	Portable PA Unit		42.55	51.06
17.02	20.00	20.42	Lapel Mic		17.02	20.42
15.32	18.00	18.38	Hand Radio Mic		15.32	18.38
Cinema Prices						
5.00	5.88	6.00	Adults		5.00	6.00
3.33	3.91	4.00	Concessions		3.20	4.00

CUSTOMER & COMMUNITY SERVICES

2010/11			DETAILS	UNIT OF	2011/12	
Exc. VAT £	Exc. VAT 17.50% £	Inc. VAT 20% £		CHARGE	Exc. VAT £	Inc. VAT 20% £
CAR PARKS						
Off Street Resident Season Ticket						
212.77	208.33	250.00	Port Vale		216.67	260.00
1024.54	1,003.20	1,203.84	Crown Terrace		1,025.00	1,230.00
On Street Resident Season Ticket						
33.00	n/a	n/a	1st Permit		34.00	n/a
66.00	n/a	n/a	2nd Permit		68.00	n/a
16.00	n/a	n/a	Motorcycle permit		17.00	n/a
12.00	n/a	n/a	Contractor permit	per week	18.00	n/a
290.00	n/a	n/a	Business permit	per annum	300.00	n/a
10.00	n/a	n/a	Carers/ Special permits	admin charge (discretionary)	20.00	n/a
0.10	n/a	n/a	Vistors Vouchers	per hour	0.10	n/a
0.05	n/a	n/a		per hour pensioners	0.05	n/a
10.00	n/a	n/a	Charge for Temporary Dispensation from Parking Restrictions		11.00	n/a
On Street Residents Parking Permits						
50.00	n/a	n/a	Folly Island - 2nd Permit		51.50	n/a
Elm Road Car Park						
				up to 5 hrs	1.67	2.00
				5 hrs +	2.50	3.00
Penalty Charges issued under Regulation 9 of the General Regulations.						
Higher Level Penalty Charge						
35.00	n/a	n/a	Paid within 21 days		35.00	n/a
70.00	n/a	n/a	Paid after 21 days		70.00	n/a
105.00	n/a	n/a	Paid after service of charge certificate		105.00	n/a
Lower Level Penalty Charge						
25.00	n/a	n/a	Paid within 21 days		25.00	n/a
50.00	n/a	n/a	Paid after 21 days		50.00	n/a
75.00	n/a	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	n/a	Paid within 21 days		35.00	n/a
70.00	n/a	n/a	Paid after 21 days		70.00	n/a
105.00	n/a	n/a	Paid after service of charge certificate		105.00	n/a
Lower Level Penalty Charge						
25.00	n/a	n/a	Paid within 21 days		25.00	n/a
50.00	n/a	n/a	Paid after 21 days		50.00	n/a
75.00	n/a	n/a	Paid after service of charge certificate		75.00	n/a
Bus Passes						
5.00	n/a	n/a	Replacement Bus Passes		n/a	n/a

CUSTOMER & COMMUNITY SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
ANIMAL CONTROL						
25.00	n/a	n/a	Stray dog with ID chip	**	25.00	n/a
25.00	n/a	n/a	Stray dog without ID chip	set by statute	25.00	n/a
21.00	n/a	n/a	Stray dog collected	admin charge	21.00	n/a
15.00	n/a	n/a	Kennel Charges	per night	15.00	n/a
17.02	20.00	20.42	ID chipping dogs (Ind)	per dog	17.50	21.00
8.51	10.00	10.21	ID chipping dogs (Campaign)	per dog	9.17	11.00
30.64	36.00	36.77	Small dead animal removal	per animal	30.83	37.00
25.53	30.00	30.64	Assistance to third party organisations	per hour	25.83	31.00
25.53	30.00	30.64	Provision of dog waste bag	per box 5000	25.83	31.00

** unless first offence and dog is collected the same day

CUSTOMER & COMMUNITY SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
REFUSE COLLECTION						
Commercial Refuse Collection						
65.70	77.20	78.84	Paid Collections	medium	67.47	80.97
103.50	121.61	124.20	"	large	139.31	167.18
(Plus HCC disposal costs)						
Mixed Hereditaments						
charged according to the proportion of trade waste collected						
Domestic Refuse Collection						
22.50	n/a	n/a	Bulky items	up to 3 items	23.10	n/a
6.00	n/a	n/a	Additional items	per item	6.20	n/a
39.00	n/a	n/a	Paid Collections	small	40.10	n/a
57.60	n/a	n/a	"	medium	59.20	n/a
90.75	n/a	n/a	"	large	93.20	n/a
6.00	n/a	n/a	Bulky Collection Cancellation Fee	per collection	6.00	n/a
Commercial Events						
65.50	78.14	78.60	Cleansing / Refuse Collection	per hour	68.30	81.95
Cleansing Private Land						
21.00	24.68	25.20	Cleansing private land (Performance area - regular schedule)	per linear metre per annum	21.50	25.80
65.50	79.96	78.60	Ad - hoc litter picking	per hour	67.30	80.76
Abandoned Vehicles (end of life vehicles) surrendered and removed by LA						
37.87	44.50	45.44	Vehicle	per vehicle	37.92	45.50
57.02	67.00	68.42	Vehicle	per vehicle	57.50	69.00
			Caravan	per caravan		
Clinical Waste						
12.70	14.92	15.24	Charge per site	per visit (max 26)	13.00	15.60
6.80	7.99	8.16	Sharps containers	per container	7.00	8.40
4.10	4.82	4.92	Sacks - trade	per sack	4.20	5.04
0.60	n/a	n/a	Sacks - domestic	per sack	0.60	n/a

CUSTOMER & COMMUNITY SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
COMMERCIAL WASTE						
Commercial Waste Collection Services						
67.23	79.00	80.68	sacks	per 50	70.83	85.00
300.00	352.50	360.00	240 litres	per bin p.a.	330.00	396.00
353.00	414.78	423.60	340 litres	per bin p.a.	374.00	448.80
592.00	695.60	710.40	660 litres	per bin p.a.	631.00	757.20
680.00	799.00	816.00	1,100 litres	per bin p.a.	766.00	919.20
Prescribed Waste Collection Service						
45.80	53.81	54.96	Sacks	per 50	45.80	54.96
246.00	289.05	295.20	240 litres	per bin p.a.	271.00	325.20
273.68	321.57	328.42	340 litres	per bin p.a.	289.00	346.80
455.10	534.74	546.12	660 litres	per bin p.a.	485.00	582.00
488.93	574.49	586.72	1,100 litres	per bin p.a.	525.00	630.00
Prescribed Waste for Educational Establishments						
45.80	53.81	54.96	Sacks	per 50	45.80	54.96
233.70	274.60	280.44	240 litres	per bin p.a.	246.00	295.20
261.38	307.12	313.66	340 litres	per bin p.a.	275.00	330.00
426.40	501.02	511.68	660 litres	per bin p.a.	449.00	538.80
460.23	540.76	552.28	1,100 litres	per bin p.a.	485.00	582.00
Note: The above are 'ceiling' prices and subject to the discretion of the Head of Environmental Services						
Allotments						
3.00	n/a	n/a	Allotments	(per year)	per 25.3m ²	3.10 n/a

CUSTOMER & COMMUNITY SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
PEST CONTROL						
Commercial Premises						
55.10	64.74	66.12	Rats & Mice	per hour or part hour	56.20	67.44
OR						
			Contract service available	per annum		
45.00	52.88	54.00	Wasps	one nest job	46.00	55.20
45.00	52.88	54.00	Ants	one nest job	46.00	55.20
16.00	18.80	19.20	Additional nests	per add. nest	16.00	19.20
55.00	64.63	66.00	Bed Bugs	per hour or part hour	56.00	67.20
55.00	64.63	66.00	Fleas	per hour or part hour	56.00	67.20
55.00	64.63	66.00	Cockroaches	per hour or part hour	56.00	67.20
55.00	64.63	66.00	Squirrels	per hour or part hour	56.00	67.20
55.00	64.63	66.00	Cluster Fly Infestation	per hour or part hour	56.00	67.20
55.00	64.63	66.00	Visit for Advice ONLY	per hour or part hour	56.00	67.20
Domestic Premises *						
17.02	20.00	20.42	Rats	# call out charge	18.33	22.00
42.13	49.50	50.56	Mice	per job	42.92	51.50
40.85	48.00	49.02	Wasps	one nest job	41.67	50.00
42.13	49.50	50.56	Ants	one nest job	42.92	51.50
15.66	18.40	18.79	Additional nests	per add. nest	15.83	19.00
			Cluster Fly Infestation	one job (up to 3 visits)		
53.87	63.30	64.64		from	55.00	66.00
			Bed Bugs	one job (up to 3 visits)		
152.34	179.00	182.81		from	155.00	186.00
55.32	65.00	66.38	Bed Bugs	additional visits	56.67	68.00
61.70	72.50	74.04	Squirrels	per job	62.50	75.00
45.11	53.00	54.13	Fleas	per hour	45.83	55.00
45.11	53.00	54.13	Cockroaches	per hour	45.83	55.00
21.70	25.50	26.04	Visit for Advice ONLY	per half hour	18.33	22.00
55.74	65.50	66.89	Return Visit Charge (rats & mice)	per job	56.67	68.00

* 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. 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.

CUSTOMER & COMMUNITY SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Markets - Hertford & Bishop's Stortford						
21.40	n/a	n/a	Standard pitch 10' x 7'	per pitch	21.80	n/a
25.50	n/a	n/a	Casual Trader pitch 10' x 7'	per pitch	26.00	n/a
1.20	n/a	n/a	Additional space	per sq ft	1.20	n/a
Markets - Ware						
13.80	n/a	n/a	Standard pitch 10' x 7'	per pitch	14.00	n/a
			Incentive for above	5 consecutive weeks - 5th week free		
15.30	n/a	n/a	Casual Trader pitch 10' x 7'	per pitch	15.60	n/a
1.20	n/a	n/a	Additional space	per sq ft	1.20	n/a
Market Licence						
102.00	n/a	n/a	Commercial		n/a	n/a
n/a	n/a	n/a	Commercial - up to 10 stalls		30.00	n/a
n/a	n/a	n/a	Commercial - up to 11 - 30 stalls		50.00	n/a
n/a	n/a	n/a	Commercial - up to 31plus stalls		104.00	n/a
10.70	n/a	n/a	Charity		21.00	n/a
Farmers Markets						
105.10	n/a	n/a	Village		107.00	n/a
19.40	n/a	n/a	Hertford (own stall)		19.80	n/a
26.50	n/a	n/a	Hertford (East Herts stall)		27.00	n/a
1,275.00	n/a	n/a	Jackson Square	per quarter	1,300.00	n/a

CUSTOMER & COMMUNITY SERVICES

2010/11		DETAILS		UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	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						
450.21	529.00	540.25	First 2.5 days free		450.21	540.25
25.00	29.38	30.00	After 2.5 days	+ per hour	25.00	30.00
Environmental Information Regulations 2004						
25.00	29.38	30.00	Staff time	per hour	25.00	30.00
Reuse of Public Sector Information Regulations 2005						
25.00	29.38	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	0.12	Photocopying (black & white)	A4 sheet	0.10	0.12
0.20	0.24	0.24		A3 sheet	0.20	0.24
1.10	1.30	1.32		A0 sheet	1.10	1.32
0.20	0.24	0.24	Photocopying (colour)	A4 sheet	0.20	0.24
0.50	0.59	0.60		A3 sheet	0.50	0.60
1.70	2.00	2.04		A0 sheet	1.70	2.04
45.11	53.00	54.13	Printing (black & white)	per hour	45.11	54.13
45.11	53.00	54.13	Printing (colour)	per hour	45.11	54.13
24.68	29.00	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	

INTERNAL SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
Letting of Council Offices						
30.00	n/a	n/a	Council Chamber - Hertford	per hour	30.00	n/a
30.00	35.25	36.00	Waytemore Room - B/Stortford	per hour	30.00	36.00
20.00	n/a	n/a	Other Rooms - Hertford	per hour	20.00	n/a
20.00	23.50	24.00	Other Rooms - Bishop's Stortford	per hour	20.00	24.00
Revenues						
40.00	n/a	n/a	Issue of Summons		40.00	n/a
40.00	n/a	n/a	Charge for Liability Order		40.00	n/a
Miscellaneous Engineering Fees						
free			Street parties (non-commercial)			
25.00	n/a	n/a	Sewer Records/Plans	per item	25.00	n/a
22.00	n/a	n/a	Neighbourhood Watch Sign	per sign	22.00	n/a
8.00	n/a	n/a	Dog Fouling Sign	per sign	8.00	n/a

INTERNAL SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
LAND CHARGES (these are Statutory Charges)						
Local Land Charges						
67.00	n/a	n/a	Registration of a charge in Part II of the register	per charge	67.00	n/a
2.50	n/a	n/a	Filing a definite certificate of the Lands Tribunal under rule 10 (3)	per certificate	2.50	n/a
7.00	n/a	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	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
22.00	n/a	n/a	Personal search in the whole or any part of the register	per search	n/a	n/a
27.00	n/a	n/a	Personal Search inclusive of printout	for print out	5.00	n/a
1.00	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	n/a	(a) any one part of the register	per search	2.00	n/a
29.00	n/a	n/a	(b) the whole of the register	per search	21.00	n/a
1.00	n/a	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	1.00	n/a
1.50	n/a	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	1.50	n/a
Various	n/a	n/a	Office copy of any plan or other document filed pursuant to the rules	per copy	Various	n/a

INTERNAL SERVICES

2010/11			DETAILS	UNIT OF CHARGE	2011/12	
Exc. VAT £	Inc. VAT 17.50% £	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			
101.00	n/a	n/a	- Residential / Commercial	per enquiry	66.00	n/a
			- Commercial			
20.00	n/a	n/a	each additional parcel	per enquiry	20.00	n/a
n/a	n/a	n/a	NLIS Residential	per enquiry	n/a	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			
12.00	n/a	n/a	numbered in the form	per enquiry	10.00	n/a
25.00	n/a	n/a	Any and each further enquiry added by solicitors	per enquiry	25.00	n/a
15.40+	n/a	n/a	Abstract of Title		15.40+	n/a
21p	n/a	n/a			21p	n/a
per sheet copied					per sheet copied	
			LEGAL CHARGES			
90.00	105.75	108.00	Notice of Transfer	per hour	100.00	120.00
90.00	105.75	108.00	Deed of Variation	per hour	100.00	120.00
90.00	105.75	108.00	Deed of Covenant Copy	per hour	100.00	120.00
90.00	105.75	108.00	" Engrossment	per hour	100.00	120.00
90.00	105.75	108.00	Postponement of Charge	per hour	100.00	120.00
90.00	105.75	108.00	Litigation, Conveyancing and Planning matters	per hour	100.00	120.00
100.00	n/a	n/a	Sale of Council Minutes	per civic year	100.00	n/a
20.00 + 1.50	n/a	n/a	Extract of Electoral Register	data	20.00 + 1.50	n/a
per thousand entries or part			Fee for sale of the Register		per thousand entries or part	
10.00 + 5.00	n/a	n/a		printed	10.00 + 5.00	n/a
per thousand entries or part					per thousand entries or part	
20.00 + 1.50	n/a	n/a	Fee for sale of the list of Overseas Electors	data	20.00 + 1.50	n/a
per hundred entries or part					per hundred entries or part	
10.00 + 5.00	n/a	n/a		printed	10.00 + 5.00	n/a
per hundred entries or part					per hundred entries or part	