



Housing and Health

Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
		£	£	

Environmental Health Licences

Animal licences - Grant or renewal cost of one licensable activity	Cost Recovery	Every 1 to 3 years	355.10	364.00	OS
Animal licences - Grant or renewal cost per additional licensable activity	Cost Recovery	Every 1 to 3 years	225.90	231.60	OS
Animal licences - Additional annual inspection fee for the hiring of horses, where a renewal inspection is not due (invoiced annually after each inspection)	Cost Recovery	Every 1 to 3 years	196.50	201.40	OS
Animal licences - Minor variation of a current licence (no site visit)	Cost Recovery	per variation	32.30	33.10	OS
Animal licences - Variation of a current licence (involving site visit)	Cost Recovery	per variation	196.50	201.40	OS
Animal licences - Re-evaluation of a licenced premises star rating	Cost Recovery	per inspection	196.50	201.40	OS
Animal licences - Re-evaluation of a licenced premises star rating per additional licensable activity	Cost Recovery	per inspection	196.50	201.40	OS
Animal licences - Additional charge for businesses found to be operating without a valid licence	Cost Recovery	per premises	48.30	49.50	OS
Zoos - New Licence (excl. vet fees)	Cost Recovery	per 4 year registration	2,269.35	2,326.10	OS
Zoos - Year 3 renewal licence inspection (excl. vet fees)	Cost Recovery	per inspection	1,754.60	1,798.50	OS
Zoos - Year 6 renewal licence inspection (excl. vet fees)	Cost Recovery	per 6 years	1,754.60	1,798.50	OS
Zoos - Transfer of Licence	Cost Recovery	per transfer	890.90	913.20	OS
Dangerous Wild Animals (excl. vet fees)	Cost Recovery	per 2 years	278.40	285.40	OS
Registration for Skin Piercing (Static/Home Business)	Cost Recovery	per business	222.70	228.30	OS
Registration for Skin Piercing (Person)	Cost Recovery	per person or premises	139.70	143.20	OS
Registration for Peripatetic Skin Piercing	Cost Recovery	per business	222.70	228.30	OS
Update to an existing Skin Piercing registration	Cost Recovery	per update	139.70	143.20	OS
Street Trading: Occasional Registered Charity (up to one month)	Cost Recovery	per month	65.60	-	OS
Street Trading: Occasional (up to one month)	Cost Recovery	per month	129.00	-	OS
Street Trading: Peripatatic (e.g. ice cream van)	Cost Recovery	per annum	371.90	-	OS
Street Trading: Static (e.g. burger van)	Cost Recovery	per annum	377.70	-	OS
Street Trading: Occasional (up to one month)	Cost Recovery	per month	129.00	132.23	OS
Street Trading: Annual	Cost Recovery	per annum	377.00	386.43	OS
Transfer of street trading consent	Cost Recovery	per transfer	55.00	56.38	OS
Variation of street trading consent	Cost Recovery	Per variation	55.00	56.38	OS
Street trading consent refund - greater than 6 months left on consent	Cost Recovery	per consent	25% of fee paid	25% of fee paid	OS
Street trading consent refund - between 3 and 6 months left on consent	Cost Recovery	per consent	10% of fee paid	10% of fee paid	OS



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Additional Licence fee for second reminder letter	Cost Recovery	per letter	26.20	26.90	OS
Additional Licence fee for chasing applications after the expiry of current licence	Cost Recovery	per licence	56.60	58.00	OS
Replacement of any environmental health licence, FHRS sticker or registration certificate	Cost Recovery	per licence	21.00	21.50	OS

Training Courses

Foundation Level Food Safety Training	Cost Recovery	per person	42.00	43.00	OS
Foundation Level Food Safety Training (Online Course)	Cost Recovery	per person, per course	15.40	15.80	OS
Foundation Level Food Safety Training (up to 10 places at customer's premises)	Cost Recovery	per course	378.20	387.70	OS
Cancellation Fee (less than 10 working days before course)	Cost Recovery	per person, per course	100% of fee paid	100% of fee paid	OS

Food Hygiene and Safety

Food register	Cost Recovery	per single entry	14.40	14.80	OS
Food register	Cost Recovery	per category	30.80	31.60	OS
Food register	Cost Recovery	per full copy	89.10	91.30	OS
Issue of certificate following surrender of food (excl. disposal costs)	Cost Recovery	per hour or part	56.58	58.00	OS
Food export health certificate	Cost Recovery	per hour or part	56.58	58.00	OS
Replacement Food Hygiene Rating certificate	Cost Recovery	per certificate	21.00	21.50	OS
Letter confirming food premises registration	Cost Recovery	per letter	21.00	21.50	OS
Food Hygiene Rating Scheme Rescoring Visit	Cost Recovery	per visit	167.10	171.25	OS
Safer Food, Better Business Coaching Visit	Cost Recovery	per visit	167.10	171.25	S
Cancellation Fee for SFBB Coaching Visit (less than 10 working days before course)	Cost Recovery	per visit	100% of fee paid	100% of fee paid	S

Miscellaneous Fees & Charges

Contaminated Land/ additional land charge enquiry (simple land search)	Cost Recovery	per enquiry	70.20	72.00	OS
Contaminated Land/ additional land charge enquiry (detailed land search)	Cost Recovery	per enquiry	174.25	178.60	OS
Statement of fact for civil cases	Cost Recovery	per hour or part	56.58	58.00	S
Attendance at Exhumations	Cost Recovery	per hour or part	56.58	58.00	OS
Costs associated with public health burials	Cost Recovery	per hour or part	56.58	58.00	OS

Private Water Supplies

Risk Assessment (smaller supplies - Regulation 10)	Cost Recovery	per hour or part	56.58	58.00	OS
Risk Assessment (larger supplies - Regulation 9)	Cost Recovery	per hour or part	56.58	58.00	OS
Risk Assessment (Desktop)	Cost Recovery	per hour or part	56.58	58.00	OS



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Sampling Visit (excl. analysis costs)	Cost Recovery	per hour or part	56.58	58.00	OS
Investigation (excl. analysis costs)	Cost Recovery	per hour or part	56.58	58.00	OS
Granting of Authorisation	Cost Recovery	per authorisation	102.50	105.00	OS
Granting of Authorisation	Cost Recovery	per hour or part	56.58	58.00	OS
Analysis Costs (Regulation 10)	Cost Recovery	per set of samples	full cost charged by laboratory	full cost charged by laboratory	OS
Analysis Costs (Check Monitoring)	Cost Recovery	per set of samples	full cost charged by laboratory	full cost charged by laboratory	OS
Analysis Costs (Audit Monitoring)	Cost Recovery	per set of samples	full cost charged by laboratory	full cost charged by laboratory	OS

Private Sector Housing

Standards inspection for immigration	Cost Recovery	per inspection	169.66	173.91	S
Housing Notices (excluding any costs incurred for additional reports required to support notice service eg EICR, Structural Engineering Report, Damp Survey which will be charged separately)	Cost Recovery	fixed charge	390.10	390.10	OS
Fixed penalty for failure to belong to an approved redress scheme		fixed charge	5,000.00	5,000.00	OS
Licence for a HMO with no more than 5 bedrooms (initiated by applicant without LA intervention)	Cost Recovery	per licence	932.75	-	OS
Licence for a HMO with no more than 5 bedrooms (initiated by applicant with LA intervention)	Cost Recovery	per licence	1,265.90	-	OS
Licence for a HMO with no more than 5 bedrooms (initiated by applicant without LA intervention) - Full fee upon application.	Cost Recovery	per licence	-	950.00	OS
Licence for a HMO with no more than 5 bedrooms (initiated by applicant without LA intervention)	Cost Recovery	per licence - initial at application	-	770.00	OS
	Cost Recovery	per licence - final before issuing licence		230.00	OS
Licence for a HMO with no more than 5 bedrooms (initiated by applicant with LA intervention) - Full fee upon application	Cost Recovery	per licence	-	1,300.00	OS
Licence for a HMO with no more than 5 bedrooms (initiated by applicant with LA intervention)	Cost Recovery	per licence - initial at application	-	1,120.00	OS
	Cost Recovery	per licence - final before issuing licence		230.00	OS
Additional bedrooms	Cost Recovery	each	17.00	17.40	OS
Variation of licence	Cost Recovery	per variation	141.40	-	OS
Renewal of HMO Licence	Cost Recovery	per licence	774.50	793.90	OS
Renewal of HMO Licence - Full fee upfront.	Cost Recovery	per licence	-	795.00	OS
Renewal of HMO Licence - Two-part fee	Cost Recovery	per licence - initial at application	-	615.00	OS



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			£	£	
	Cost Recovery	per licence - final before issuing licence	-	230.00	OS
Confirmation of empty home status for VAT reduction	Cost Recovery	per letter	87.10	-	OS
HMO Confirmation Letters for licensable HMOs after application has been received	Cost Recovery	per letter	20.50	21.00	OS
Housing Advice Visit	Cost Recovery	per visit	-	300.00	S

Miscellaneous Engineering Fees

Sewer Records/Plans		per item	30.80	31.60	OS
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OTHER LICENCES

Sex Establishments		per annum	2,956.50	2,956.50	OS
Sex Establishments		per renewal	2,617.70	2,617.70	OS
Sex Establishments		transfer	84.80	84.80	OS
Hypnotism Act 1952 - Occasional licensed premises			158.40	162.40	OS
Hypnotism Act 1952 - Occasional unlicensed premises			610.40	625.70	OS
Scrap Metal Site Licence		per licence granted	278.20	278.20	OS
Scrap Metal Site Licence		per licence renewed	207.00	207.00	OS
Scrap Metal Site Licence - Variation, Name Change, Change of Site		per change	49.20	49.20	OS
Scrap Metal Collectors Licence		per licence granted	251.60	251.60	OS
Scrap Metal Collectors Licence		per licence renewed	180.10	180.10	OS
Scrap Metal Collectors Licence - Variation, Name Change		per change	49.20	49.20	OS

TAXI LICENSING

Private Hire vehicle (new) - 1 year		per new licence	293.00	293.00	OS
Private Hire vehicle (renewal) - 1 year		per renewal	287.00	287.00	OS
Vehicle - either Hackney Carriage or Private Hire (new) HC only - 1 year	HC	per new licence	400.00	400.00	OS
Vehicle - either Hackney Carriage or Private Hire (renewal) HC only - 1 year		per renewal	318.00	318.00	OS
Dual Driver or Private Hire Driver (new) - 3 year PH			393.50	393.50	OS
Dual Driver or Private Hire Driver (renewal) - 3 year PH			284.00	284.00	OS
Dual Driver or Private Hire Driver (new) - 1 year			343.00	343.00	OS
Dual Driver or Private Hire Driver (renewal) - 1 year			233.70	233.70	OS
Private Hire Operator - 5 year (new)			302.00	302.00	OS



Housing and Health

	Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT £	2021/22 Charge Ex. VAT £	VAT
Private Hire Operator - 5 year (renewal)			296.00	296.00	OS
Private Hire Operator - 1 year (new)			269.50	269.50	OS
Private Hire Operator - 1 year (renewal)			269.50	269.50	OS
Each additional vehicle above 6			-	-	OS
Change of vehicle (new vehicle on old plate number)			55.00	56.00	OS
Change of vehicle (courtesy car)			85.00	87.00	OS
Vehicle Inspection (5 year check)			33.00	34.00	OS
Private Hire Driver converted to Dual Driver			51.00	52.00	OS
Private Hire Driver converted to Hackney Carriage			101.00	103.00	OS
Change of vehicle proprietor			38.00	39.00	OS
Change of DVLA details (registration number etc.)			57.00	58.00	OS
Change of Drivers address			11.00	11.00	OS
Knowledge test and training day (all new applicants)			98.00	98.00	OS
Resit of both routes and rules & regulations tests			52.00	52.00	OS
Resit of routes test only			34.00	34.00	OS
Update training for existing drivers			59.00	59.00	OS
Enhanced DBS Online			62.00	58.00	OS
Basic Disclosure Online			43.00	41.00	OS
Roof light (complete)		per light	74.00	75.83	S
Roof light (top cover or base plate)(new cost for top cover only)		per light	37.00	37.91	S
Roof Light (base)			28.00	28.66	S
Replacement badges			25.00	25.58	S
Replacement plate (or additional for a trailer)			41.00	42.00	S
Roof light bulbs			3.00	3.08	S
Magnets (sold as a pair)			6.00	6.16	S
Executive Disc (private hire vehicles only)			11.00	11.25	S
Refund per full calendar month of unexpired drivers licence PH (new)			2.00	2.00	OS
Refund per full calendar month of unexpired drivers licence PH (renewal)			1.00	1.00	OS
Refund per full calendar month of unexpired drivers licence HC (new)			2.00	2.00	OS



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Refund per full calendar month of unexpired drivers licence HC (renewal)			1.00	1.00	OS
Refund per full calendar month of unexpired vehicle licence PH (new)			4.00	4.00	OS
Refund per full calendar month of unexpired vehicle licence PH (renewal)			4.00	4.00	OS
Refund per full calendar month of unexpired vehicle licence HC (new)			4.00	4.00	OS
Refund per full calendar month of unexpired vehicle licence HC (renewal)			4.00	4.00	OS
Refund per full calendar year of unexpired operators licence (new)			11.00	11.00	OS
Refund per full calendar year of unexpired operators licence (renewal)			11.00	11.00	OS

PREMISES LICENCES

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

OTHER FEES AND CHARGES

Supply of copies of information contained in register		per black & white A4 sheet	0.11	0.11	S
Supply of copies of information contained in register		per black & white A3 sheet	0.23	0.23	S



Housing and Health

	Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT £	2021/22 Charge Ex. VAT £	VAT
Supply of copies of information contained in register		per black & white A0 sheet	1.25	1.25	S
Supply of copies of information contained in register		per colour A4 sheet	0.23	0.23	S
Supply of copies of information contained in register		per colour A3 sheet	0.56	0.56	S
Supply of copies of information contained in register		per colour A0 sheet	1.91	1.91	S
Application for copy of licence or summary on theft, loss etc. of premises licence or summary	Statutory Fee	per application	10.50	10.50	OS
Notification of change of name or address (holder of premises licence)	Statutory Fee	per change	10.50	10.50	OS
Application to vary or to specify individual as premises supervisor	Statutory Fee	per application	23.00	23.00	OS
Application to transfer premises licence	Statutory Fee	per application	23.00	23.00	OS
Interim authority notice	Statutory Fee	per notice	23.00	23.00	OS
Application for making of a provisional statement	Statutory Fee	per statement	315.00	315.00	OS
Application for copy of certificate or summary on theft, loss etc. of certificate or summary	Statutory Fee	per copy	10.50	10.50	OS
Notification of change of name or alteration of club rules	Statutory Fee	per change	10.50	10.50	OS
Change of relevant registration address of club	Statutory Fee	per change	10.50	10.50	OS
Temporary event notice	Statutory Fee	per notice	21.00	21.00	OS
Application of copy of notice on theft, loss etc. of temporary event notice	Statutory Fee	per copy	10.50	10.50	OS
Application of copy of licence on theft, loss etc. of personal licence	Statutory Fee	per copy	10.50	10.50	OS
Notification of change of name or address (personal licence)	Statutory Fee	per change	10.50	10.50	OS
Notice of interest in any premises	Statutory Fee	per notice	21.00	21.00	OS

Gambling Act 2005

Bingo Premises		per licence	3,027.50	3,103.20	OS
Bingo Premises		per variation	1,514.00	1,551.90	OS
Bingo Premises		per transfer	1,038.00	1,064.00	OS
Bingo Premises		Annual Fee	865.00	886.60	OS
Adult Gaming Centre Premises		per licence	1,749.90	1,793.70	OS
Adult Gaming Centre Premises		per variation	865.00	886.60	OS
Adult Gaming Centre Premises		per transfer	1,017.00	1,042.40	OS
Adult Gaming Centre Premises		Annual Fee	865.00	886.60	OS
Betting Premises (Track)		per licence	2,163.10	2,217.20	OS
Betting Premises (Track)		per variation	1,082.10	1,109.10	OS



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Betting Premises (Track)		per transfer	822.00	842.60	OS
Betting Premises (Track)		Annual Fee	865.00	886.60	OS
Betting Premises (Other)		per licence	2,600.70	2,665.70	OS
Betting Premises (Other)		per variation	1,298.10	1,330.50	OS
Betting Premises (Other)		per transfer	1,038.00	1,064.00	OS
Betting Premises (Other)		Annual Fee	339.20	347.70	OS
Family Entertainment Centre Premises		per licence	1,730.00	1,773.20	OS
Family Entertainment Centre Premises		per variation	865.00	886.60	OS
Family Entertainment Centre Premises		per transfer	822.00	842.60	OS
Family Entertainment Centre Premises		Annual Fee	649.00	665.20	OS
Temporary Use Notices		per notice	565.40	579.50	OS
Temporary Use Notices		per copy	28.20	28.90	OS
Gaming Machine Permit 10 years (Up to 2 machines)	Statutory Fee	per permit	150.00	150.00	OS
Gaming Machine Permit 10 years (Up to 2 machines)	Statutory Fee	per variation	100.00	100.00	OS
Gaming Machine Permit 10 years (Up to 2 machines)	Statutory Fee	per transfer	25.00	25.00	OS
Notification 2 gaming machines	Statutory Fee	per notice	50.00	50.00	OS
Club Gaming Machine Permit 5 years (Up to 3 machines)	Statutory Fee	per permit	100.00	100.00	OS
Club Gaming Machine Permit	Statutory Fee	Annual Fee	50.00	50.00	OS
Small Lotteries	Statutory Fee	per setup	40.00	40.00	OS
Small Lotteries	Statutory Fee	per renewal	20.00	20.00	OS

CCTV Cameras

Ware Town Council		per annum	11,986.00	12,285.70	OS
Hertford Town Council		per annum	24,119.00	24,772.00	OS
Bishop's Stortford Town Council		per annum	24,650.00	25,266.00	OS

HOSTELS

Hostel Single Room (excl. service charges)		per week	195.00	195.00	Z
Hostel Double Room (excl. service charges)		per week	220.00	220.00	Z
Hostel Family Room (excl. service charges)		per week	230.00	230.00	Z
Bed & Breakfast - Single person		per week	107.75	110.40	Z



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Bed & Breakfast - Single person		per day	15.40	15.80	Z
Bed & Breakfast - Single person and one child		per week	142.80	146.40	Z
Bed & Breakfast - Single person and one child		per day	20.40	20.90	Z
Bed & Breakfast - Single person and two children		per week	155.20	159.00	Z
Bed & Breakfast - Single person and two children		per day	22.20	22.80	Z
Bed & Breakfast - Couple		per week	142.80	146.40	Z
Bed & Breakfast - Couple		per day	20.40	20.90	Z
Bed & Breakfast - Couple and one child		per week	167.60	171.80	Z
Bed & Breakfast - Couple and one child		per day	23.90	24.50	Z
Bed & Breakfast - Couple and two children		per week	176.70	181.10	Z
Bed & Breakfast - Couple and two children		per day	25.90	26.60	Z
Bed & Breakfast - Additional children up to 16		per week	14.70	15.10	Z
Bed & Breakfast - Additional children up to 16		per day	2.10	2.10	Z



Hertford Theatre

Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
		£	£	

HERTFORD THEATRE

HIRE CHARGES

WEEKDAYS Auditorium am (9am to 1pm)			284.00	284.00	E
WEEKDAYS Auditorium am per hour			71.00	71.00	E
WEEKDAYS Auditorium pm (1pm to 6pm)			436.00	436.00	E
WEEKDAYS Auditorium pm per hour			87.00	87.00	E
WEEKDAYS Auditorium Evening (6pm to midnight)			587.00	587.00	E
WEEKDAYS Auditorium Evening per hour			98.00	98.00	E
WEEKDAYS Auditorium 9am-6pm (discounted rate)			612.00	612.00	E
WEEKDAYS Auditorium 1pm-midnight (discounted rate)			862.00	862.00	E
WEEKDAYS Auditorium 9am-midnight (discounted rate)			1,093.00	1,093.00	E
WEEKDAYS Studio am (9am to 1pm)			108.00	108.00	E
WEEKDAYS Studio am per hour			27.00	27.00	E
WEEKDAYS Studio pm (1pm to 6pm)			134.50	134.50	E
WEEKDAYS Studio pm per hour			27.00	27.00	E
WEEKDAYS Studio Evening (6pm to midnight)			161.00	161.00	E
WEEKDAYS Studio Evening per hour			27.00	27.00	E
WEEKDAYS Studio 9am-6pm (discounted rate)			215.00	215.00	E
WEEKDAYS Studio 1pm-midnight (discounted rate)			269.00	269.00	E
WEEKDAYS Studio 9am-midnight (discounted rate)			376.50	376.50	E
WEEKDAYS River Room am (9am to 1pm)			108.00	108.00	E
WEEKDAYS River Room am per hour			27.00	27.00	E
WEEKDAYS River Room pm (1pm to 6pm)			134.50	134.50	E
WEEKDAYS River Room pm per hour			27.00	27.00	E
WEEKDAYS River Room Evening (6pm to midnight)			161.00	161.00	E
WEEKDAYS River Room Evening per hour			27.00	27.00	E
WEEKDAYS River Room 9am-6pm (discounted rate)			215.00	215.00	E
WEEKDAYS River Room 1pm-midnight (discounted rate)			269.00	269.00	E
WEEKDAYS River Room 9am-midnight (discounted rate)			376.50	376.50	E



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WEEKDAYS Foyer am (9am to 1pm)			108.00	108.00	E
WEEKDAYS Foyer am per hour			27.00	27.00	E
WEEKDAYS Foyer pm (1pm to 6pm)			134.50	134.50	E
WEEKDAYS Foyer pm per hour			27.00	27.00	E
WEEKDAYS Foyer Evening (6pm to midnight)			161.00	161.00	E
WEEKDAYS Foyer Evening per hour			27.00	27.00	E
WEEKENDS AND BANK HOLIDAYS Auditorium am (9am to 1pm)			348.50	348.50	E
WEEKENDS AND BANK HOLIDAYS Auditorium am per hour			87.00	87.00	E
WEEKENDS AND BANK HOLIDAYS Auditorium pm (1pm to 6pm)			490.00	490.00	E
WEEKENDS AND BANK HOLIDAYS Auditorium pm per hour			98.00	98.00	E
WEEKENDS AND BANK HOLIDAYS Auditorium Evening (6pm to midnight)			839.00	839.00	E
WEEKENDS AND BANK HOLIDAYS Auditorium Evening per hour			140.00	140.00	E
WEEKENDS AND BANK HOLIDAYS Auditorium 9am-6pm (discounted rate)			731.00	731.00	E
WEEKENDS AND BANK HOLIDAYS Auditorium 1pm-midnight (discounted rate)			1,167.00	1,167.00	E
WEEKENDS AND BANK HOLIDAYS Auditorium 9am-midnight (discounted rate)			1,463.00	1,463.00	E
WEEKENDS AND BANK HOLIDAYS Studio am (9am to 1pm)			108.00	108.00	E
WEEKENDS AND BANK HOLIDAYS Studio am per hour			27.00	27.00	E
WEEKENDS AND BANK HOLIDAYS Studio pm (1pm to 6pm)			134.50	134.50	E
WEEKENDS AND BANK HOLIDAYS Studio pm per hour			27.00	27.00	E
WEEKENDS AND BANK HOLIDAYS Studio Evening (6pm to midnight)			161.00	161.00	E
WEEKENDS AND BANK HOLIDAYS Studio Evening per hour			27.00	27.00	E
WEEKENDS AND BANK HOLIDAYS Studio 9am-6pm (discounted rate)			215.00	215.00	E
WEEKENDS AND BANK HOLIDAYS Studio 1pm-midnight (discounted rate)			269.00	269.00	E
WEEKENDS AND BANK HOLIDAYS Studio 9am-midnight (discounted rate)			367.50	367.50	E
WEEKENDS AND BANK HOLIDAYS River Room am (9am to 1pm)			108.00	108.00	E
WEEKENDS AND BANK HOLIDAYS River Room am per hour			27.00	27.00	E
WEEKENDS AND BANK HOLIDAYS River Room pm (1pm to 6pm)			134.50	134.50	E
WEEKENDS AND BANK HOLIDAYS River Room pm per hour			27.00	27.00	E
WEEKENDS AND BANK HOLIDAYS River Room Evening (6pm to midnight)			161.00	161.00	E



Hertford Theatre

	Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT £	2021/22 Charge Ex. VAT £	VAT
WEEKENDS AND BANK HOLIDAYS River Room Evening per hour			27.00	27.00	E
WEEKENDS AND BANK HOLIDAYS River Room 9am-6pm (discounted rate)			215.00	215.00	E
WEEKENDS AND BANK HOLIDAYS River Room 1pm-midnight (discounted rate)			269.00	269.00	E
WEEKENDS AND BANK HOLIDAYS River Room 9am-midnight (discounted rate)			376.50	376.50	E
WEEKENDS AND BANK HOLIDAYS Foyer am (9am to 1pm)			108.00	108.00	E
WEEKENDS AND BANK HOLIDAYS Foyer am per hour			27.00	27.00	E
WEEKENDS AND BANK HOLIDAYS Foyer pm (1pm to 6pm)			134.50	134.50	E
WEEKENDS AND BANK HOLIDAYS Foyer pm per hour			27.00	27.00	E
WEEKENDS AND BANK HOLIDAYS Foyer Evening (6pm to midnight)			161.00	161.00	E
WEEKENDS AND BANK HOLIDAYS Foyer Evening per hour			27.00	27.00	E
WEEKLY Auditorium Mon - Sunday (amateur)			5,785.00	5,785.00	E
WEEKLY Auditorium Mon - Sunday (professional)			7,264.00	7,264.00	E
WEEKLY Studio Mon - Sunday			2,314.00	2,314.00	E
WEEKLY River Room Mon - Sunday			2,314.00	2,314.00	E

CINEMA PRICES

Adults			6.25	6.25	S
Concessions			4.50	4.50	S

PIANOS

Concert Grand Piano		per session	140.00	140.00	S
Piano Tuning		per tune	70.41	70.41	S
Electric Piano		per session	41.25	41.25	S

STAGE LIGHTING EQUIPMENT

VL2000s (all floor)		per day	42.91	42.91	S
VL2000s (all floor)		per week	129.00	129.00	S
UV floods		per week	28.16	28.16	S
Rotating disco light (large)		per week	33.25	33.25	S
Smoke machine (includes fluid)		per week	41.66	41.66	S
Point source Hazer		per day	17.08	17.08	S
Point source Hazer		per week	45.66	45.66	S



Hertford Theatre

Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
		£	£	

SOUND EQUIPMENT

Batteries	each	0.41	0.41	S
Radio Microphones (single)	per day	32.50	32.50	S
Radio Microphones (4)	per day	112.75	112.75	S
Radio Microphones (8)	per day	220.41	220.41	S
Radio Microphones (14)	per day	376.66	376.66	S
Radio Microphones (single)	per week	80.83	80.83	S
Radio Microphones (4)	per week	281.66	281.66	S
Radio Microphones (8)	per week	550.66	550.66	S
Radio Microphones (14)	per week	941.25	941.25	S
Sound support tech (4 hour blocks)	per radio mic hire	64.50	64.50	S
AKG 747 condensor microphones	per day	6.66	6.66	S
SM57 microphone	per day	4.79	4.79	S
SM58 microphone	per day	4.79	4.79	S
Condensor microphones	per day	4.79	4.79	S
Seinnheiser vocal mics	per day	5.66	5.66	S
Seinnheiser bass mic	per day	5.66	5.66	S
DI boxes	per week	6.66	6.66	S
Portable PA system (mains or battery)	per day	50.41	50.41	S

PROJECTION EQUIPMENT

Epson data projector & small screen	per day	39.50	39.50	S
Kodak slide projector & small screen	per day	11.66	11.66	S
Barco cinema projector & screen with technician	per hour	56.33	56.33	S

STAFFNG

Technician	per hour	17.08	17.08	S
Followspot operator	per hour	17.08	17.08	S
Projectionist	per hour	39.50	39.50	S
Lighting Design fee	per design	141.33	141.33	S



Hertford Theatre

	Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT £	2021/22 Charge Ex. VAT £	VAT
Seating Removal inc. rake			134.50	134.50	S
Rows A&B removal			37.58	37.58	S
Rows A to D removal			64.58	64.58	S
Studio tiered seating		per day	67.50	67.50	S
Aluminium staging sections 2m x 1m		per day	22.41	22.41	S
Starcloth		per day	23.08	23.08	S
Starcloth		per week	94.00	94.00	S
Gauze		per day	23.08	23.08	S
Gauze		per week	94.00	94.00	S
Stage Dance Floor		per lay	33.33	33.33	S

PYROTECHNICS

Effects prices vary - Prices on application

Booking Fee			1.50	1.50	
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Legal and Democratic Services

Basis of Charge	Unit of Charge	2020/21		2021/22		VAT
		Charge	Ex. VAT	Charge	Ex. VAT	
		£		£		

LAND CHARGES

Registration of a charge in Part II of the register	Statutory	per charge	67.00	67.00	OS
Filing a definite certificate of the Lands Tribunal under rule 10 (3)	Statutory	per certificate	2.50	2.50	OS
Filing a judgement or order, or written request for the variation or cancellation of any entry in Part 11 of the register	Statutory	per item	7.00	7.00	OS
Inspection of documents filed in the register under rule 10, in respect of each parcel of land	Statutory	per parcel of land	2.50	2.50	OS
Office copy of any plan or other document filed pursuant to the rules	Statutory	per copy	Individual Charge	Individual Charge	OS
Standard search fee (LLC1 + CON29)		Fixed	£116.35	£116.35	S
Extra parcel fee with standard search		Fixed	£21.00	£21.00	S
Standard search including all CON290 questions		Fixed	£364.15	£364.15	S
LLC1		Fixed	£22.05	£22.05	Z
CON29		Fixed	£94.30	£94.30	S
Con290 Qu.4 -21		Fixed	£12.60	£12.60	S
Con29o Qu.22		Fixed	£21.00	£21.00	S
Extra parcel fee (LLC1)		Fixed	£5.25	£5.25	Z
Extra parcel fee (Con29)		Fixed	£15.75	£15.75	S

LEGAL CHARGES

Authorised Guarantee Agreement	Discretionary	Fixed	529.68	542.91	S
Commercial lease assignment	Discretionary	Fixed	717.08	735.00	S
Leases	Discretionary	Fixed	827.50	848.16	S
Licences	Discretionary	Fixed	386.08	395.75	S
Deed of covenants	Discretionary	Fixed	£499.16 PLUS 3%	£511.66 PLUS 3%	S
Landlord licence	Discretionary	Fixed	604.58	619.66	S
Deed of variation (complex)	Discretionary	Fixed	1,103.16	1,130.75	S
Easements	Discretionary	Fixed	1,103.16	1,130.75	S
Drafting Rent Reviews	Discretionary	Fixed	275.83	282.75	S
s.106 TCPA 1990 – simple	Discretionary	Fixed	1,103.16	1,130.75	S
s.106 TCPA – complex	Discretionary	Fixed	2,757.91	2,826.83	S
Deed of Surrender	Discretionary	Fixed	661.91	678.41	S
Transfer of Open Space	Discretionary	Fixed	882.50	904.58	S
Licence of alternations	Discretionary	Fixed	772.16	791.50	S



Legal and Democratic Services

	Basis of Charge	Unit of Charge	2020/21		2021/22		VAT
			Charge	Ex. VAT	Charge	Ex. VAT	
			£		£		
Licence to assign leasehold premises	Discretionary	Fixed	772.16		791.50		S
Notice of Assignment	Discretionary	Fixed	90.33		92.58		S
Notice of charge	Discretionary	Fixed	90.33		92.58		S
Postponement of Charge	Discretionary	Fixed	90.33		92.58		S
Sale of land	Discretionary	Fixed	827.33		848.00		S
Footpath/Bridleway Creation or Diversion Agreement	Discretionary	Fixed	1,654.75		1,696.08		S

Electoral Registration Fees

Fee for sale of the full register and notices of alteration	Statutory	per sale provided electronically	£20.00		£20.00		Z
and an additional	Statutory	per thousand or part thousand entries	£1.50		£1.50		Z
Fee for sale of the full register and notices of alteration	Statutory	per sale printed	£10.00		£10.00		Z
and an additional	Statutory	per thousand or part thousand entries	£5.00		£5.00		Z
Fee for sale of the open Register	Statutory	per sale provided electronically	£20.00		£20.00		Z
and an additional	Statutory	per thousand or part thousand entries	£1.50		£1.50		Z
Fee for sale of the open Register	Statutory	per sale printed	£10.00		£10.00		Z
and an additional	Statutory	per thousand or part thousand entries	£5.00		£5.00		Z
Fee for sale of the list of overseas electors	Statutory	per sale provided electronically	£20.00		£20.00		Z
and an additional	Statutory	per hundred or part hundred entries	£1.50		£1.50		Z
Fee for sale of the list of overseas electors	Statutory	per sale printed	£10.00		£10.00		Z
and an additional	Statutory	per hundred or part hundred entries	£5.00		£5.00		Z
Fee for sale of the marked document (register or absent voters list)	Statutory	per sale provided electronically	£10.00		£10.00		Z
and an additional	Statutory	per thousand or part thousand entries	£1.00		£1.00		Z
Fee for sale of the marked document (register or absent voters list)	Statutory	per sale printed	£10.00		£10.00		Z



Legal and Democratic Services

	Basis of Charge	Unit of Charge	2020/21		2021/22		VAT
			Charge	Ex. VAT	Charge	Ex. VAT	
			£		£		
and an additional	Statutory	per thousand or part thousand entries		£2.00		£2.00	Z
Photocopies of Election expense returns	Statutory	Per side copied		£0.20		£0.20	Z
Certificate of Registration	Discretionary	per elector per year		£20.50		£21.00	Z

Street Name & Numbering

Change/addition of house name	Discretionary	Per property		80.70		83.00	Z
Registering 1 plot	Discretionary	Single properties		80.70		83.00	Z
Registering 2-24 plots	Discretionary	Per plot		53.80		55.00	Z
Registering 25-49 plots	Discretionary	Per plot		43.00		44.00	Z
Registering 50-74 plots	Discretionary	Per Plot		32.30		33.00	Z
Registering 75-99 plots	Discretionary	Per Plot		26.90		28.00	Z
Registering 100+ Plots	Discretionary	Per Plot		16.15		16.50	Z
Naming a new street/block where the Council Chooses a Name	Discretionary	Per road name		215.25		220.00	Z
Naming a new street/block where the developer chooses a name (Subject to consultation**)	Discretionary	Per road name		269.05		275.00	Z
Renaming of street where requested by residents and/or the Town/Parish Council	Discretionary	Per address		80.70		83.00	Z
Change to new addresses due to development changing after the schedule has been issued (applies to all amended plots)	Discretionary	Per plot		53.80		55.00	Z



Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
		£	£	

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

FOI Request	Statutory	Under 18 hours of staff time	No charge other than disbursements	No charge other than disbursements	
FOI Request	Statutory	In excess 18 hours of staff time	£25 an hour	£25 an hour	

- However, where possible, we will assist the applicant to refine the request and determine what might be achieved within the £450 limit.

Disbursements (photocopying, copying to different media, postage etc)			Free up to £10, above this will be charged at the full cost	Free up to £10, above this will be charged at the full cost	
EIR Request	Statutory	Under 18 hours of staff time	No charge other than disbursements	No charge other than disbursements	
EIR Request	Statutory	In excess 18 hours of staff time	£25 an hour + any additional fees identified in departmental fee structures	£25 an hour + any additional fees identified in departmental fee structures	



Finance & Support Services

Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
		£	£	

Letting of Council Offices

Council Chamber - Hertford	per hour	33.00	33.80	n/a
Other Rooms - Hertford	per hour	21.00	21.50	n/a



Waste Services

Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
		£	£	

REFUSE COLLECTION - Commercial Refuse Collection

Paid Collections (excl. HCC disposal costs)	medium	83.33	85.25	S
Paid Collections (excl. HCC disposal costs)	large	173.33	177.32	S
Mixed Heridatements - charged according to the proportion of trade waste collected.		Individual charge	Individual charge	
Commercial Events - Cleansing / Refuse Collection	per hour	85.83	87.80	S

REFUSE COLLECTION - Domestic Refuse Collection

Bulky Waste Collection - 1 Item	per collection	29.00	-	n/a
Bulky Waste Collection - 2 Items	per collection	40.00	-	n/a
Bulky Waste Collection - 3 Items	per collection	50.00	-	n/a
Bulky Waste Collection - 4 Items	per collection	62.00	-	n/a
Bulky Waste Collection - Up to 6 Items	per collection	45.00	46.04	n/a
Bulky Waste Collection - Load - small	per collection	73.00	74.64	n/a
Bulky Waste Collection - Load - medium	per collection	106.00	108.44	n/a
Bulky Waste Collection - Load - large	per collection	160.00	163.68	n/a
Bulky Collection Cancellation Fee	per cancellation	11.00	11.25	n/a

REFUSE COLLECTION - Other

Cleansing private land (Performance area - regular schedule)	per linear metre per annum	26.66	27.27	S
Cleansing private land - ad hoc litter picking	per hour	83.33	85.25	S
Abandoned Vehicles (end of life vehicles) surrendered and removed by LA	per vehicle	45.83	46.66	S
Abandoned Vehicles (end of life vehicles) surrendered and removed by LA	per caravan	71.66	73.31	S
Cleaning graffiti on private land (chemical cleaning only. Subject to damage waiver from land owner and site survey. Graffiti removal from private land is at the discretion of the Head of Environmental Services and will not be undertaken where there is a risk of damaging surfaces, traffic management requirements or significant health and safety implications. Individual charges may be waived at the discretion of the Head of Environmental Services as part of campaigns or in the interests of preventing or discouraging significant levels of crime and disorder)	per m ²	60.00	61.38	n/a
Cleaning graffiti - small items	per item	37.00	37.85	n/a

REFUSE COLLECTION - Clinical

Charge per site	per visit (max 26)	16.25	16.62	S
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Waste Services

	Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT £	2021/22 Charge Ex. VAT £	VAT
Sharps containers		per container	10.41	10.65	S
Sacks - trade (infectious waste)		per sack	6.41	6.56	S
Sacks - domestic (infectious waste)		per sack	1.30	1.33	n/a
Sacks - trade (Offensive waste)		per sack	3.83	3.92	S
Sacks - domestic (Offensive waste)		per sack	1.30	1.33	n/a
Extra Sacks delivery charge		per occasion	28.58	29.24	n/a

COMMERCIAL WASTE

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

Commercial Waste Collection Services - sacks		per 50	99.00	122.76	n/a
Commercial Waste Collection Services - 240 litres		per bin per annum	452.00	478.92	n/a
Commercial Waste Collection Services - 340 litres		per bin per annum	515.00	531.96	n/a
Commercial Waste Collection Services - 660 litres		per bin per annum	884.00	904.28	n/a
Commercial Waste Collection Services - 1,100 litres		per bin per annum	1,107.00	1,132.56	n/a
Prescribed Waste Collection Service - Sacks		per 50	57.00	114.58	n/a
Prescribed Waste Collection Service - 240 litres		per bin per annum	335.00	425.36	n/a
Prescribed Waste Collection Service - 340 litres		per bin per annum	358.00	470.60	n/a
Prescribed Waste Collection Service - 660 litres		per bin per annum	600.00	755.56	n/a
Prescribed Waste Collection Service - 1,100 litres		per bin per annum	649.00	930.80	n/a
Prescribed Waste for Educational Establishments - Sacks		per 50	57.00	114.58	n/a
Prescribed Waste for Educational Establishments - 240 litres		per bin per annum	304.00	310.96	n/a
Prescribed Waste for Educational Establishments - 340 litres		per bin per annum	339.00	388.24	n/a
Prescribed Waste for Educational Establishments - 660 litres		per bin per annum	556.00	568.56	n/a
Prescribed Waste for Educational Establishments - 1,100 litres		per bin per annum	600.00	706.10	n/a
Bin removal & re-delivery charge following non-payment		per occasion	29.00	29.67	n/a
Extra sacks delivery charge		per occasion	29.00	29.67	n/a



Markets

Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
		£	£	

Markets

Street Trading Consent (Static)			377.70	387.15	OS
Street Trading Consent (Static) (registered charity)			188.85	193.60	OS
Street Trading Occasional			128.95	132.20	OS
Street Trading Occasional (registered charity)			65.60	67.20	OS
Street Trading Occasional for one day only			32.24	33.00	OS
Street Food Market - up to 10 stalls	per event (includes electricity / promotion)		205.00	205.00	OS
Group consent - Commercial - up to 10 stalls	per event (excludes electricity / promotion)		36.20	36.20	OS
Group consent - up to 11 - 30 stalls	per event (excludes electricity / promotion)		60.60	60.60	OS
Group consent - up to 31plus stalls	per event (excludes electricity / promotion)		126.00	126.00	OS
Group consent - Charity market	per event (excludes electricity / promotion)		25.00	25.00	OS
Electricity - Cooking per trading day			5.54	5.70	OS
Electricity - Lighting/tills only	per trading day		2.86	2.95	S
Electricity - Lighting/tills only	monthly trader		37.20	38.10	S
Electricity - Lighting/tills only	weekly trader		148.80	152.50	S

VAT Key:

S - Standard (20%)

Z - Zero (0%)

E - Exempt

OS - Outside Scope of VAT



Operations

Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
		£	£	

ANIMAL CONTROL

Stray dog with ID chip (unless first offence and dog is collected the same day)		per dog	25.50	26.00	n/a
Stray dog without ID chip	Statutory		25.00	25.00	n/a
Stray dog collected			21.00	21.00	n/a
Kennel Charges		per night	15.00	15.00	n/a
ID chipping dogs (Ind)		per chip	20.41	20.83	S
ID chipping dogs (Campaign)		per chip	9.66	9.91	S
Assistance to third party organisations		per hour	33.58	34.41	S
Provision of dog waste bag		per box of 5000	33.58	34.41	S
Dog Fouling Sign		per sign	14.16	14.58	S

Allotments

Allotments (25.3m ²)		per annum	4.00	4.10	n/a
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Pest Control

Concessionary fee for residents in receipt of income related benefit - waived in cases of hardship at the discretion of the Head of Environmental Services		per job	17.08	17.50	S
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Outdoor Exercise Group Activities *

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

Organisations - per site			1,390.00	1,425.00	n/a
Personal Trainers - per trainer			524.00	537.00	n/a



Parking

Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
		£	£	

Parking

Off Street Resident Season Ticket - Port Vale		245.83	251.66	S
Off Street Resident Season Ticket - Crown Terrace		1,104.17	1,131.66	S
Off Street Resident Season Ticket - Baldock Street - Ware		862.50	884.16	S
Off Street Business Permit - Charrington's House BS Long Stay		1,113.33	1,140.83	S
On Street Resident Season Ticket - 1st Permit		41.00	42.00	n/a
On Street Resident Season Ticket - 2nd Permit		82.00	84.00	n/a
On Street Resident Season Ticket - 3rd Permit (only available where possible in B1 (Stansted Rd, BS), B2 (Dunmow Rd, BS), B3 (Windhill BS), B7 Chantry BS), W2 (Coronation Rd Ware))		82.00	84.00	n/a
On Street Resident Season Ticket - Motorcycle permit		19.00	19.00	n/a
On Street Resident Season Ticket - Contractor permit	per week	15.00	15.00	n/a
On Street Resident Season Ticket - Business permit	per annum	320.00	328.00	n/a
On Street Resident Season Ticket - Carers/ Special permits (discretionary)		36.00	36.00	n/a
On Street Resident Season Ticket - Vistors Vouchers	per hour	0.10	0.10	n/a
On Street Resident Season Ticket - Vistors Vouchers	per hour pensioners	0.05	0.05	n/a
On Street Resident Season Ticket - Charge for Temporary Dispensation from Parking Restrictions		15.00	15.00	n/a
On Street Residents Parking Permits - Folly Island - 2nd Permit		56.00	57.00	n/a
Penalty Charges issued under Regulation 9 of the General Regulations - Higher Level Penalty Charge - Paid within 21 days	per PCN	35.00	35.00	OS
Penalty Charges issued under Regulation 9 of the General Regulations - Higher Level Penalty Charge - Paid after 21 days	per PCN	70.00	70.00	OS
Penalty Charges issued under Regulation 9 of the General Regulations - Higher Level Penalty Charge - Paid after service of charge certificate	per PCN	105.00	105.00	OS
Penalty Charges issued under Regulation 9 of the General Regulations - Lower Level Penalty Charge - Paid within 21 days	per PCN	25.00	25.00	OS
Penalty Charges issued under Regulation 9 of the General Regulations - Lower Level Penalty Charge - Paid after 21 days	per PCN	50.00	50.00	OS
Penalty Charges issued under Regulation 9 of the General Regulations - Lower Level Penalty Charge - Paid after service of charge certificate	per PCN	75.00	75.00	OS
Penalty Charges issued under Regulation 10 of the General Regulations. - Higher Level Penalty Charge - Paid within 21 days	per PCN	35.00	35.00	OS
Penalty Charges issued under Regulation 10 of the General Regulations. - Higher Level Penalty Charge - Paid after 21 days	per PCN	70.00	70.00	OS
Penalty Charges issued under Regulation 10 of the General Regulations. - Higher Level Penalty Charge - Paid after service of charge certificate	per PCN	105.00	105.00	OS
Penalty Charges issued under Regulation 10 of the General Regulations - Lower Level Penalty Charge - Paid within 21 days	per PCN	25.00	25.00	OS



Parking

	Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
			£	£	
Penalty Charges issued under Regulation 10 of the General Regulations - Lower Level Penalty Charge - Paid after 21 days		per PCN	50.00	50.00	OS
Penalty Charges issued under Regulation 10 of the General Regulations - Lower Level Penalty Charge - Paid after service of charge certificate		per PCN	75.00	75.00	OS
Bishop's Stortford market traders' tariff - Link Road		per Thursday or Saturday	3.00	3.00	S
Bishop's Stortford market traders' tariff - Northgate End		per Thursday or Saturday	3.00	3.00	S
Bishop's Stortford market traders' tariff - Apton Road		per Thursday or Saturday	3.00	3.00	S
Old London Road - Hertford - Market Traders		per day	3.00	3.00	S
Old London Road - Hertford - Coach / Lorry tariff		per visit	12.50	12.50	S



Planning

Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
		£	£	

Misc Development Management Charges

Copies of any documents	per black & white A4 sheet	0.10	0.10	n/a
Copies of any documents	per colour A4 sheet	0.20	0.20	n/a
Copies of any documents	per black & white A3 sheet	0.20	0.20	n/a
Copies of any documents	per colour A3 sheet	0.40	0.40	n/a
Copies of any documents	per black & white A2 sheet	1.00	1.00	n/a
Copies of any documents	per colour A2 sheet	2.00	2.00	n/a
Copies of any documents	per black & white A1 sheet	1.50	1.50	n/a
Copies of any documents	per colour A1 sheet	3.00	3.00	n/a
Copies of any documents	per black & white A0 sheet	2.00	2.00	n/a
Copies of any documents	per colour A0 sheet	4.40	4.60	n/a
Copies of documents provided on an electronic disc	per disc provided	17.00	17.90	n/a
Historical Research (where records available)	per hour (or part)	87.00	91.20	n/a
Legal obligation agreements - clause monitoring fee	per obligation issue	-	-	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	85.00	89.10	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	34.00	34.00	n/a
Fee for discharge of or compliance with a condition	per request (any number of conditions) all other developments	116.00	116.00	n/a
Retrieval of externally stored microfilmed records	per microfilmed record	5.00	5.00	n/a

PRE-APPLICATION ADVICE

Householder proposals	Initial fee	131.67	138.33	S
Householder proposals	Secondary fee	61.25	64.50	S
Request for informal confirmation that proposed development comprises 'permitted development'. (Not Lawful Development Certificate)	Initial fee	119.17	125.16	S



Planning

	Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
			£	£	
Request for informal confirmation that proposed development comprises 'permitted development'. (Not Lawful Development Certificate)		Secondary fee	-	-	S
Largescale Major Development Proposals		Initial fee	Individually Quoted Price	Individually Quoted Price	S
Largescale Major Development Proposals		Secondary fee	-	-	S
Smallscale Major Development Proposals		Initial fee	Individually Quoted Price	Individually Quoted Price	S
Smallscale Major Development Proposals		Secondary fee	-	-	S
Minor Development (single new or replacement dwellings and other development of less than 50sqm floorspace)		Initial fee	330.83	347.66	S
Minor Development (single new or replacement dwellings and other development of less than 50sqm floorspace)		Secondary fee	-	-	S
Minor Development (all other minor development)		Initial fee	413.24	434.16	S
Minor Development (all other minor development)		Secondary fee	-	-	S
Minor Development (all other minor development)		Initial fee	413.33	434.33	S
Minor Development (all other minor development)		Secondary fee	-	-	S
Any development where affordable housing is required by virtue of the Council's planning policies and is to be provided		Initial fee	-	-	S
Other Development		Initial fee	110.00	115.58	S
Other Development		Secondary fee	55.00	57.83	S
Advertisement proposals		Initial fee	91.67	96.33	S
Advertisement proposals		Secondary fee	-	-	S
Heritage advice		Initial fee	119.17	125.25	S
Heritage advice		Secondary fee	60.00	63.00	S
Meetings - major and minor developments			Included in quoted fee	Included in quoted fee	
Meetings - all other development types		per officer present / per hour	39.17	41.16	S
Provision of urgent advice		within 5 working days	2 X quoted fee	2 X quoted fee	

Self-build and Custom Housebuilding Register

Entry onto Part 1 of the Register (Individuals)		per officer rate	240.00	252.16	S
Entry onto Part 2 of the Register (Individuals)		per officer rate	95.84	100.66	S
Entry onto Part 1 of the Register (Groups and Associations)		per officer rate	240.00 + 56.00 per individual	252.16 + 58.83 per individual	S
Entry onto Part 2 of the Register (Groups and Associations)		per officer rate	95.00 + 56.00 per individual	98.25 + 57.41 per individual	S



Finance & Support Services

Basis of Charge	Unit of Charge	2020/21 Charge Ex. VAT	2021/22 Charge Ex. VAT	VAT
		£	£	

Revenues

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