

ANALYSIS OF FEES AND CHARGES

(all fees include VAT where applicable)

SERVICE		2017/18	Proposed Increase with effect from 01/04/2018	2018/19
		Current Fee £.p		Proposed Fee £.p
Community Wellbeing				
Leah Manning Centre	Lettings			
	Weekdays	32.00	0.00	32.00
	Weekends	53.00	0.00	53.00
Contact Harlow	Rail Passes	at cost + £1	0.00	at cost + £1
	Disabled WC Keys	2.50	0.00	2.50
	Leisure card	0.00	0.00	0.00
Communications	Harlow Times Advertising			
	Inside Full Page			
	Full Rate	800.00	0.00	800.00
	10% Discount	720.00	0.00	720.00
	20% Discount	640.00	0.00	640.00
	Half Page			
	Full Rate	400.00	0.00	400.00
	10% Discount	360.00	0.00	360.00
	20% Discount	320.00	0.00	320.00
	Quarter Page			
	Full Rate	200.00	0.00	200.00
	10% Discount	180.00	0.00	180.00
	20% Discount	160.00	0.00	160.00
	Eighth Page			
	Full Rate	100.00	0.00	100.00
	10% Discount	90.00	0.00	90.00
	20% Discount	80.00	0.00	80.00
Pets Corner	Sponsorship scheme			
	Individual sponsors			
	Package A	50.00	0.00	50.00
	Package B	35.00	0.00	35.00
	Package C	25.00	0.00	25.00
	Corporate sponsorship			
	Corporate sponsorship A	250.00	0.00	250.00
	Corporate sponsorship B	500.00	0.00	500.00
	School visits			
	Harlow Schools (45 minutes)	2.00	5.00	2.10
	Harlow Schools (1.5 hours)	4.00	5.00	4.20
	Non Harlow Schools (45 mins)	3.00	3.33	3.10
	Non Harlow Schools (1.5 hours)	5.00	4.00	5.20
	Pre School Nurseries	25.00	4.00	26.00
	Reindeer Hire			
	Harlow Schools	245.00	2.04	250.00
	Non Harlow Schools	300.00	3.33	310.00
	Sales of Animals	various	0.00	various
	Events	4.70	2.13	4.80
	Birthday Parties			
	Price (per head)	7.50	1.33	7.60
	Party bag (per head)	1.50	33.33	2.00
Community Enforcement Team	Clean Neighbourhoods and Environment Act 1990:			
	Disposing litter S87/88	80.00	0.00	80.00
	Failure to produce waste documents	300.00	0.00	300.00
	Section 55b (waste carriers license)	300.00	0.00	300.00
	Section 23 (unauthorised distribution of literature)	80.00	0.00	80.00
	Section 48 (waste receptacles)	60.00	0.00	60.00
	Clean Neighbourhoods and Environment Act 1996:			
	Failing to remove dog faeces	50.00	0.00	50.00
	Clean Neighbourhoods and Environment Act 2005:			
	Section 6 (nuisance parking)	100.00	0.00	100.00
	Section 10 (abandoning a vehicle)	200.00	0.00	200.00
	Section 28 (graffiti and fly posting)	80.00	0.00	80.00
	Clean Neighbourhoods and Environment Act 2014:			
	Section 43 (Breach of Community Protection)	100.00	0.00	100.00
	Section 63 and 67 (Breach of Public Space Protection Order)	100.00	0.00	100.00
The Playhouse	Box Office Booking and Exchange Fee			
	Promotions (not Playhouse Supporters)	1.50	0.00	1.50
	Hires (not Playhouse Supporters)	1.50	0.00	1.50
	Postage Charge			
	Postage charge to customers requesting that tickets are delivered to them	1.00	0.00	1.00
	Workshop Space Rental			
	Various	Various	0.00	Various
	Theatre Hire Fees for Harlow based amateurs			
	Main Auditorium			
	Performance Fees			
	Performance Fee (for 4.5 hour period)	775.00	0.00	775.00
	Second Performance in a Day (for 4.5 hour period)	650.00	0.00	650.00
	Additional Hourly Fees			

APPENDIX E

SERVICE	2017/18		2018/19	
	Current Fee	Proposed Increase	Proposed Fee	
	with effect from 01/04/2018			
	£.p	%	£.p	
Hourly theatre hire	145.00	0.00	145.00	
Additional staff (per person per hour)	22.00	0.00	22.00	
Blocking rehearsal (per hour)	105.00	0.00	105.00	
Weekly Rates				
Up to 37 hours over 6 days	5,360.00	0.00	5,360.00	
Studio Theatre				
Performance Fees				
Performance Fee (for 4.5 hour period)	310.00	0.00	310.00	
Second performance call in a day (4.5 hours)	250.00	0.00	250.00	
Additional Hourly Fees				
Hourly theatre hire	93.00	0.00	93.00	
Additional Staff per person, per hour	22.00	0.00	22.00	
Use as Dressing Room	31.00	0.00	31.00	
Theatre Hire Fees				
Main Auditorium				
Performance Fees				
Performance Fee (for 4.5 hour period)	1,240.00	0.00	1,240.00	
Second Performance in a Day (for 4.5 hour period)	930.00	0.00	930.00	
Additional Hourly Fees				
Hourly theatre hire	210.00	0.00	210.00	
Additional staff (per person per hour)	22.00	0.00	22.00	
Blocking rehearsal (per hour)	145.00	0.00	145.00	
Weekly Rates				
Up to 37 hours over 6 days	7,650.00	0.00	7,650.00	
Studio Theatre				
Performance Fees				
Performance Fee (for 4.5 hour period)	500.00	0.00	500.00	
Second performance call in a day (4.5 hours)	370.00	0.00	370.00	
Additional Hourly Fees				
Hourly theatre hire	105.00	0.00	105.00	
Additional Staff per person, per hour	22.00	0.00	22.00	
Use as Dressing Room	31.00	0.00	31.00	
Financial Services				
Accountancy				
Statement of accounts	18.00	0.00	18.00	
(post and packing)	2.60	0.00	2.60	
Governance				
Land Charges				
Form LLC1				
official search in one part of register	5.00	0.00	5.00	
official search in whole of register	20.00	0.00	20.00	
and in addition in respect of each parcel of land above one	5.00	0.00	5.00	
CON29R Standard Enquiries				
one parcel of land	109.55	0.00	109.55	
several parcels of land:				
- first parcel	109.55	0.00	109.55	
- each additional parcels	18.00	0.00	18.00	
CON29R & LLC1 Together				
one parcel of land	129.55	0.00	129.55	
several parcels of land:				
- first parcel	129.55	0.00	129.55	
- each additional parcels	23.00	0.00	23.00	
CON29O Optional Enquiries				
each printed enquiry	14.40	0.00	14.40	
Q22 Common Land Question	16.80	0.00	16.80	
Additional Enquiries				
Solicitors Own	18.00	21.11	21.80	
Freedom of Information				
Freedom of Information				
appropriate limit (18 hours)	450.00	0.00	450.00	
Environmental Information Regulations				
simple enquiries that require a basic answer	0.00	0.00	0.00	
more complex enquiries and requires information to be specifically collated (per hour)	25.00	0.00	25.00	
Housing				
Homelessness				
Bed and Breakfast charges	129.23	0.00	129.23	
Place				
Structural Engineering				
Dropped Crossing Application Fee	100.00	0.00	100.00	
Building Control				
Table A - New Dwellings				
Dwelling houses and flats not exceeding 300m2 (total floor area)				
<i>Full Plans Submission</i>				
Houses or Bungalows less than 4 storeys				
Plan Charge				
1 Plot	226.95	2.00	231.49	
2 Plots	268.21	2.00	273.57	
3 Plots	309.48	2.00	315.67	
4 Plots	350.75	2.00	357.77	
5 Plots	392.01	2.00	399.85	
Flats				
1	206.32	2.00	210.45	
2	226.95	2.00	231.49	
3	288.84	2.00	294.62	

SERVICE	2017/18	Proposed Increase with effect from 01/04/2018	2018/19
	Current Fee £.p		Proposed Fee £.p
4	288.84	2.00	294.62
5	330.12	2.00	336.72
Conversion to:-			
Single dwelling house	226.95	2.00	231.49
Single Flat	206.32	2.00	210.45
Inspection Charge			
1 Plot	453.90	2.00	462.98
2 Plots	804.64	2.00	820.73
3 Plots	990.33	2.00	1,010.14
4 Plots	1,262.67	2.00	1,287.92
5 Plots	1,568.02	2.00	1,599.38
Flats			
1	288.84	2.00	294.62
2	618.96	2.00	631.34
3	792.36	2.00	808.21
4	1,039.85	2.00	1,060.65
5	1,402.97	2.00	1,431.03
Conversion to:-			
Single dwelling house	330.12	2.00	336.72
Single Flat	288.84	2.00	294.62
<i>Building Notice</i>			
Houses or Bungalows less than 4 storeys			
1 Plot	769.88	2.00	785.28
2 Plots	1,317.14	2.00	1,343.48
3 Plots	1,606.81	2.00	1,638.95
4 Plots	2,031.66	2.00	2,072.29
5 Plots	2,508.01	2.00	2,558.17
Flats			
1	512.50	2.00	522.75
2	1,027.47	2.00	1,048.02
3	1,297.83	2.00	1,323.79
4	1,684.06	2.00	1,717.74
5	2,250.53	2.00	2,295.54
Conversion to:-			
Single dwelling house	576.87	2.00	588.41
Single Flat	512.50	2.00	522.75
<i>Regularisation Charge</i>			
Houses or Bungalows less than 4 storeys			
1 Plot	799.49	2.00	815.48
2 Plots	1,310.99	2.00	1,337.21
3 Plots	1,581.78	2.00	1,613.42
4 Plots	1,978.94	2.00	2,018.52
5 Plots	2,620.25	2.00	2,672.66
Flats			
1	558.78	2.00	569.96
2	1,040.19	2.00	1,060.99
3	1,457.99	2.00	1,487.15
4	1,870.63	2.00	1,908.04
5	2,475.83	2.00	2,525.35
Conversion to:-			
Single dwelling house	618.96	2.00	631.34
Single Flat	558.79	2.00	569.97
Notifiable Electrical Work (in addition to the above where applicable)	264.00	2.00	269.28
Table B - Work To A Single Dwelling			
Limited to work not more than 3 storeys above ground level			
Full Plans Submissions			
Extension & New Build			
Plan checking charge			
Single storey extension with floor area not exceeding 40m2	210.45	2.00	214.66
Single storey extension with floor area exceeding 40m2 but not exceeding 100m2	252.54	2.00	257.59
Extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	273.58	2.00	279.05
Extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	294.63	2.00	300.52
Erection of a non exempt domestic extension comprising of a garage, carport or store not exceeding 100m2	189.40	2.00	193.19
Erection of a non exempt detached non habitable domestic building with total floor area not exceeding 50m2	168.36	2.00	171.73
Conversions			
First floor & second floor loft conversions	231.49	2.00	236.12
Other work	168.36	2.00	171.73
Alterations			
Re Roofing, Installation of Solar Panels or Photovoltaic cells	105.22	2.00	107.32
Replacement of windows, roof lights, roof windows or external glazed doors	126.27	2.00	128.80
Cost of work not exceeding £5,000	147.31	2.00	150.26
Cost of work exceeding £5,000 & not exceeding £25,000	189.40	2.00	193.19
Cost of work exceeding £25,000 & not exceeding £100,000	294.63	2.00	300.52
Inspection Charge			

SERVICE	2017/18	2018/19	
	Current Fee	Proposed Increase	Proposed Fee
	with effect from 01/04/2018		
	£.p	%	£.p
Single storey extension with floor area not exceeding 40m2	336.72	2.00	343.45
Single storey extension with floor area exceeding 40m2 but not exceeding 100m2	378.81	2.00	386.39
Extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	420.90	2.00	429.32
Extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	462.99	2.00	472.25
Erection of a non exempt domestic extension comprising of a garage, carport or store not exceeding 100m2	252.54	2.00	257.59
Erection of a non exempt detached non habitable domestic building with total floor area not exceeding 50m2	210.45	2.00	214.66
Conversions			
First floor & second floor loft conversions	336.72	2.00	343.45
Other work	252.54	2.00	257.59
Alterations			
Re Roofing, Installation of Solar Panels or Photovoltaic cells	84.18	2.00	85.86
Replacement of windows, roof lights, roof windows or external glazed doors	126.27	2.00	128.80
Cost of work not exceeding £5,000	168.36	2.00	171.73
Cost of work exceeding £5,000 & not exceeding £25,000	294.63	2.00	300.52
Cost of work exceeding £25,000 & not exceeding £100,000	505.08	2.00	515.18
Building Notice Charges			
Extension & New Build			
Single storey extension with floor area not exceeding 40m2	588.41	2.00	600.18
Single storey extension with floor area exceeding 40m2 but not exceeding 100m2	654.07	2.00	667.15
Extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	719.73	2.00	734.12
Extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	785.39	2.00	801.10
Erection of a non exempt domestic extension comprising of a garage, carport or store not exceeding 100m2	457.09	2.00	466.23
Erection of a non exempt detached non habitable domestic building with total floor area not exceeding 50m2	391.43	2.00	399.26
Conversions			
First floor & second floor loft conversions	588.41	2.00	600.18
Other work	457.09	2.00	466.23
Alterations			
Re Roofing, Installation of Solar Panels or Photovoltaic cells	194.45	2.00	198.34
Replacement of windows, roof lights, roof windows or external glazed doors	260.11	2.00	265.31
Cost of work not exceeding £5,000	325.77	2.00	332.29
Cost of work exceeding £5,000 & not exceeding £25,000	522.75	2.00	533.21
Cost of work exceeding £25,000 & not exceeding £100,000	851.05	2.00	868.07
Regularisation Charges			
Extension & New Build			
Single storey extension with floor area not exceeding 40m2	645.38	2.00	658.29
Single storey extension with floor area exceeding 40m2 but not exceeding 100m2	692.73	2.00	706.58
Extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	754.11	2.00	769.19
Extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	815.49	2.00	831.80
Erection of a non exempt domestic extension comprising of a garage, carport or store not exceeding 100m2	508.58	2.00	518.75
Erection of a non exempt detached non habitable domestic building with total floor area not exceeding 50m2	447.20	2.00	456.14
Conversions			
First floor & second floor loft conversions	631.35	2.00	643.98
Other work	508.58	2.00	518.75
Alterations			
Re Roofing, Installation of Solar Panels or Photovoltaic cells	263.06	2.00	268.32
Replacement of windows, roof lights, roof windows or external glazed doors	324.44	2.00	330.93
Cost of work not exceeding £5,000	385.82	2.00	393.54
Cost of work exceeding £5,000 & not exceeding £25,000	569.96	2.00	581.36
Cost of work exceeding £25,000 & not exceeding £100,000	876.87	2.00	894.41
Notifiable Electrical Work (in addition to the above where applicable)	309.16	2.00	315.34

Table C - All Other Non Domestic Work

SERVICE

	2017/18	Proposed Increase with effect from 01/04/2018	2018/19
	Current Fee		Proposed Fee
	£.p		£.p
Limited to work not more than 3 storeys above ground level			
Full Plans Submission			
Extension & New Build			
Plan checking charge			
Single storey building with a floor area not exceeding 40m2	252.53	2.00	257.58
Single storey building with a floor area exceeding 40m2 but not exceeding 100m2	294.62	2.00	300.51
Building with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	315.67	2.00	321.98
Building with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	336.71	2.00	343.44
Alterations			
Cost of work not exceeding £5,000	189.40	2.00	193.19
Replacement of windows, roof lights, roof windows or external glazed doors (not exceeding 20 units)	189.40	2.00	193.19
Renewable energy systems not exceeding £20,000	210.45	2.00	214.66
Installation of new shop front not exceeding £5,000	210.45	2.00	214.66
Cost of work exceeding £5,000 & not exceeding £25,000	231.49	2.00	236.12
Replacement of windows, roof lights, roof windows or external glazed doors (exceeding 20 units)	210.45	2.00	214.66
Installation of a raised storage platform not exceeding 250m2 within an existing building	294.62	2.00	300.51
Cost of works exceeding £25,000 & not exceeding £100,000	336.71	2.00	343.44
Fit out building up to 100m2	357.76	2.00	364.92
Inspection charges			
Extension & New Build			
Single storey building with a floor area not exceeding 40m2	336.71	2.00	343.44
Single storey building with a floor area exceeding 40m2 but not exceeding 100m2	378.80	2.00	386.38
Building with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	420.89	2.00	429.31
Building with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	462.98	2.00	472.24
Alterations			
Cost of work not exceeding £5,000	126.27	2.00	128.80
Replacement of windows, roof lights, roof windows or external glazed doors (not exceeding 20 units)	84.18	2.00	85.86
Renewable energy systems not exceeding £20,000	84.18	2.00	85.86
Installation of new shop front not exceeding £5,000	84.18	2.00	85.86
Cost of work exceeding £5,000 & not exceeding £25,000	252.53	2.00	257.58
Replacement of windows, roof lights, roof windows or external glazed doors (exceeding 20 units)	168.36	2.00	171.73
Installation of a raised storage platform not exceeding 250m2 within an existing building	168.36	2.00	171.73
Cost of works exceeding £25,000 & not exceeding £100,000	505.07	2.00	515.17
Fit out building up to 100m2	210.45	2.00	214.66
Regularisation Charge			
Extension & New Build			
Single storey building with a floor area not exceeding 40m2	754.10	2.00	769.18
Single storey building with a floor area exceeding 40m2 but not exceeding 100m2	850.55	2.00	867.56
Building with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	929.47	2.00	948.06
Building with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	1008.38	2.00	1028.55
Alterations			
Cost of work not exceeding £5,000	394.59	2.00	402.48
Replacement of windows, roof lights, roof windows or external glazed doors (not exceeding 20 units)	333.21	2.00	339.87
Renewable energy systems not exceeding £20,000	350.74	2.00	357.75
Installation of new shop front not exceeding £5,000	350.74	2.00	357.75
Cost of work exceeding £5,000 & not exceeding £25,000	613.80	2.00	626.08
Replacement of windows, roof lights, roof windows or external glazed doors (exceeding 20 units)	491.04	2.00	500.86
Installation of a raised storage platform not exceeding 250m2 within an existing building	543.65	2.00	554.52
Cost of works exceeding £25,000 & not exceeding £100,000	1069.76	2.00	1091.16
Fit out building up to 100m2	657.64	2.00	670.79
Works not included in Tables A, B and C. Charged derived from hourly rate	79.23	0.00	79.23
Covenant Control			
Copy decision notices, etc	0.10	0.00	0.10
Covenant application for a new dwelling	150.00	0.00	150.00
Covenant Control application for window replacement, minor alterations, sheds and trees	60.00	0.00	60.00
Covenant Control application for extensions (including front porch)	123.00	0.00	123.00

APPENDIX E

SERVICE	2017/18	Proposed Increase with effect from 01/04/2018	2018/19
	Current Fee		Proposed Fee
	£.p	%	£.p
	92.00	0.00	92.00
Retrospective decision for window replacement, minor alterations, sheds and trees			
Retrospective decision for extensions (including front porches)	185.00	0.00	185.00
Copy of the covenant plans	18.00	0.00	18.00
Planning			
Forward Planning Documents			
Adopted Replacement Harlow Local Plan 2006 - Written Statement and proposals Map	37.00	0.00	37.00
Adopted Replacement Harlow Local Plan 2006 - Written Statement and proposals Map CD-ROM	0.00	0.00	0.00
Adopted Replacement Harlow Local Plan 2006 - Written Statement Only	22.00	0.00	22.00
Adopted Replacement Harlow Local Plan 2006 - Propo	15.50	0.00	15.50
Core Strategy Issues and Options Consultation Document	24.00	0.00	24.00
Core Strategy Issues and Options Consultation Docum	0.00	0.00	0.00
Core Strategy Issues and Options Sustainability Appraisal incorporating SEA Directive	49.00	0.00	49.00
Core Strategy Issues and Options Consultation Summary Report	48.00	0.00	48.00
Emerging Strategy Consultation Document	24.00	0.00	24.00
Emerging Strategy Sustainability Appraisal	24.00	0.00	24.00
Emerging Strategy Consultation Summary Report	24.00	0.00	24.00
Open Spaces, Sport and Recreation SPD	5.15	0.00	5.15
Affordable Housing SPD	5.15	0.00	5.15
Harlow Design Guide SPD	47.00	0.00	47.00
Statement of Community Involvement Review 2014	6.00	0.00	6.00
Annual Monitoring Report	0.00	0.00	0.00
Great Crested Newt Study Report 2007	14.50	0.00	14.50
Green Infrastructure Plan for the Harlow Area 2005	23.50	0.00	23.50
Harlow Area Landscape and Environment Study 2005	107.00	0.00	107.00
Stort Valley Feasibility Study 2007	21.00	0.00	21.00
Strategic Flood Risk Assessment 2011	18.00	0.00	18.00
Local Wildlife Site Review 2011	13.50	0.00	13.50
Essex Gypsy and Traveller Accommodation Assessment (ORS 2014)	40.00	0.00	40.00
Essex Gypsy and Traveller Accommodation Assessment (Fordham Research 2009)	56.00	0.00	56.00
Essex Gypsy and Traveller Accommodation Assessment (EPOA 2006)	5.50	0.00	5.50
Harlow Area Study - Masterplanning Principles and Sustainability Criteria 2005	32.00	0.00	32.00
London Commuter Belt (East) / M11 Sub-region Strategic Housing Market Assessment 2010	73.00	0.00	73.00
London Commuter Belt Sub-region Strategic Housing Market Analysis: Viability Assessment 2010	100.00	0.00	100.00
Harlow Urban Capacity Study 2006	21.00	0.00	21.00
Harlow Area Investment and Renewal Framework	37.50	0.00	37.50
Harlow Economic and Labour Market Statistics	12.00	0.00	12.00
Harlow Regeneration and Social Inclusion Strategy 2010-2015	8.00	0.00	8.00
Retail Study and Town Centre Health Check 2007	37.50	0.00	37.50
Retail Study Update 2010	24.00	0.00	24.00
Retail Study Addendum 2011	10.00	0.00	10.00
Generating and Appraising Spatial Options for the Harlow Area 2010	47.00	0.00	47.00
Harlow Infrastructure Study - Stage 1 Report 2008	30.50	0.00	30.50
Harlow Infrastructure Study Stage 2 - Final Report 2009	36.00	0.00	36.00
Harlow Transportation Study 2005	21.00	0.00	21.00
Rye Meads Water Cycle Strategy 2009	47.00	0.00	47.00
Harlow Play and youth Activity Strategy 2009	13.30	0.00	13.30
Harlow Playing Pitch Strategy 2009	26.00	0.00	26.00
Harlow Playing Pitch Strategy - Assessment Report 2009	26.00	0.00	26.00
Harlow Indoor Sports Hall Facilities 2012	15.00	0.00	15.00
Harlow Swimming Pool Facilities 2011	15.00	0.00	15.00
Harlow Playing Fields Assessment 2015	40.00	0.00	40.00
Harlow Employment Land Review 2013	24.50	0.00	24.50
Harlow Future Prospects Study 2013	48.00	0.00	48.00
Harlow Spatial Options Study 2014	24.00	0.00	24.00
Green Belt Review Stages 1 & 2 2015 (available mid-2015/2016)	24.00	0.00	24.00
Green Wedge Review 2014	40.00	0.00	40.00
Harlow Open Spaces and Green Infrastructure Study 2013	80.00	0.00	80.00
Greater Essex Demographics Forecasts Phase 1 & 2	32.50	0.00	32.50
Greater Essex Demographics Forecasts Phase 3	32.50	0.00	32.50
Greater Essex Demographics Forecasts Phase 4 2013	32.50	0.00	32.50
Greater Essex Demographics Forecasts Phase 5	32.50	0.00	32.50
Greater Essex Demographics Forecasts Phase 6	32.50	0.00	32.50
Greater Essex Demographics Forecasts Phase 7	32.50	0.00	32.50
LCB Sub-region Strategic Housing Market Analysis Update 2013	10.00	0.00	10.00
Strategic Housing Land Availability Assessment 2014	20.00	0.00	20.00

SERVICE	2017/18	Proposed Increase with effect from 01/04/2018	2018/19
	Current Fee		Proposed Fee
	£.p	%	£.p
Old Harlow Conservation Area Appraisal and Management Plan	31.00	0.00	31.00
Old Harlow Garden Village Conservation Area Appraisal and Management Plan	21.00	0.00	21.00
London Road North Master Plan	40.00	0.00	40.00
London Road North Design Code	27.00	0.00	27.00
London Road North Order and Schedule	18.00	0.00	18.00
London Road North Statement of Reasons	15.00	0.00	15.00
London Road South Design Code part 1	12.00	0.00	12.00
London Road South Design Code part 2	8.00	0.00	8.00
London Road South Order and Schedule	15.00	0.00	15.00
London Road South Statement of Reasons	14.00	0.00	14.00
Templefields North East Design Code	12.00	0.00	12.00
Templefields North East Order and Schedule	12.00	0.00	12.00
Templefields North East Statement of Reasons	6.00	0.00	6.00
Development Management Documents			
Decision notices (cost per sheet)	0.10	0.00	0.10
Coloured copy A4	0.50	0.00	0.50
A3	0.20	0.00	0.20
A3 colour	1.00	0.00	1.00
A2	1.00	0.00	1.00
A2 colour	2.00	0.00	2.00
A1	1.50	0.00	1.50
A1 colour	4.00	0.00	4.00
A0	2.00	0.00	2.00
A0 colour	8.00	0.00	8.00
Miscellaneous Development Management Work			
Planning History Search (per hour)	51.60	0.00	51.60
Development Management Planning Fees			
1) The erection of dwellinghouses (other than development within category 6)			
a) where the application is for outline planning permission			
- not exceeding 2.5 hectares (for each 0.1 hectare)	385.00	0.00	385.00
- exceeding 2.5 hectares	9,527.00	0.00	9,527.00
- + for each 0.1 hectare in excess of 2.5 hectares to maximum total £125,000	115.00	0.00	115.00
b) in other cases			
- 50 or fewer dwellinghouses for each house	385.00	0.00	385.00
- in excess of 50 dwellings and £100 for each house to max of £250,000	19,049.00	0.00	19,049.00
- + for each dwelling to max of £250,000	115.00	0.00	115.00
2) The erection of buildings (other than buildings in categories 1,3,4,5 or 7)			
a) where the application is for outline planning permission			
- not exceeding 2.5 hectares (for each 0.1 hectare)	385.00	0.00	385.00
- exceeding 2.5 hectares	9,527.00	0.00	9,527.00
- + for each 0.1 hectare in excess of 2.5 hectares to maximum £125,000	115.00	0.00	115.00
b) in other cases			
- where no floor space is created	195.00	0.00	195.00
- where the area of gross floor space does not exceed 40sqm	195.00	0.00	195.00
- where the area of gross floor space exceeds 40sqm but not 75sqm	385.00	0.00	385.00
- where the area of gross floor space exceeds 75sqm but not 3750sqm for each 75 sqm	385.00	0.00	385.00
- where the area of gross floor space exceeds 3750sqm for each 75sqm	19,049.00	0.00	19,049.00
- + for each 75sqm to maximum £250,000	115.00	0.00	115.00
3) The erection of land used for the purposes of agriculture (other than buildings within category 4)			
a) where the application is for outline planning permission			
- not exceeding 2.5 hectares (for each 0.1 hectare)	385.00	0.00	385.00
- exceeding 2.5 hectares	9,527.00	0.00	9,527.00
- + for each 0.1 hectare in excess of 2.5 hectares to maximum £125,000	115.00	0.00	115.00
b) in other cases			
- where the area of gross floor space does not exceed 465sqm	80.00	0.00	80.00
- where the area of gross floor space exceeds 465sqm but not 540sqm	385.00	0.00	385.00
- where the area of gross floor space exceeds 540sqm but not 4215sqm	385.00	0.00	385.00
- + for each 75sqm	385.00	0.00	385.00
- where the area of gross floor space exceeds 4215sqm	19,049.00	0.00	19,049.00
- + for each 75sqm to maximum £250,000	115.00	0.00	115.00
4) The erection of glasshouses on land used for the purposes of agriculture			
- where the area of gross floor space does not exceed 465sqm	80.00	0.00	80.00
- where the area of gross floor space exceeds 465sqm	2,150.00	0.00	2,150.00
5) The erection, alteration or replacement of plant or machinery			
- not exceeding 5 hectares (for each 0.1 hectare)	385.00	0.00	385.00
- exceeding 5 hectares	19,049.00	0.00	19,049.00

APPENDIX E

SERVICE	2017/18	2018/19	
	Current Fee	Proposed Increase	Proposed Fee
	with effect from 01/04/2018		
	£.p	%	£.p
- + for each 0.1 hectare in excess of 5 hectares to maximum £250,000	115.00	0.00	115.00
6) The enlargement, improvement or other alteration of existing dwellinghouses			
- 1 dwellinghouse	172.00	0.00	172.00
- 2 or more	339.00	0.00	339.00
7) the carrying out of operations within the curtilage of an existing dwellinghouse			
the carrying out of operations within the curtilage of an existing dwellinghouse	172.00	0.00	172.00
or			
- the construction of car parks, service roads etc	195.00	0.00	195.00
8) The carrying out of any operations connected with exploratory drilling			
- not exceeding 7.5 hectares (for each 0.1 hectare)	385.00	0.00	385.00
- exceeding 7.5 hectares	28,750.00	0.00	28,750.00
- + for each 0.1 hectare in excess of 7.5 hectares to maximum £250,000	115.00	0.00	115.00
9) The carrying out of any operations not coming within any of the above			
- not exceeding 15 hectares (for each 0.1 hectare)	195.00	0.00	195.00
- exceeding 15 hectares	29,112.00	0.00	29,112.00
- + for each 0.1 hectare in excess of 15 hectares to a maximum of £65,000	115.00	0.00	115.00
- in any other case (for each 0.1 hectare) to maximum of £1,690	195.00	0.00	195.00
10) The change of use of a building to use as one or more separate dwellinghouses			
- where the change of use is to use 50 or fewer dwellinghouses	385.00	0.00	385.00
- where the change of use is to use more than 50 dwellinghouses	19,049.00	0.00	19,049.00
- + for each additional dwellinghouse to maximum £250,000	115.00	0.00	115.00
11) The use of land for the disposal of refuse or waste			
- not exceeding 15 hectares (for each 0.1 hectare)	195.00	0.00	195.00
- exceeding 15 hectares	29,112.00	0.00	29,112.00
- + for each 0.1 hectare in excess of 15 hectares to maximum £250,000	115.00	0.00	115.00
12) The making of a material change in the use of a building or land	385.00	0.00	385.00
Development Management Advertisement			
Application Fees			
Advertisements displayed on business premises, etc	110.00	0.00	110.00
Advertisements for the purpose of directing members of the public, etc	110.00	0.00	110.00
Other advertisements	385.00	0.00	385.00
Pre-Application Charges			
Per hour	0.00	0.00	0.00
Other			
High Hedges	400.00	0.00	400.00
Condition Discharge - householder development	28.00	0.00	28.00
Condition Discharge - All other development	97.00	0.00	97.00
Non-Material Change - householder	28.00	0.00	28.00
Non-material Change - all other	195.00	0.00	195.00
Prior Approvals	80.00	0.00	80.00
Prior Approvals	172.00	0.00	172.00
Prior Approvals	385.00	0.00	385.00
Application for approval of reserved matters	Full fee or if full fee paid 385.00	0.00	Full fee or if full fee paid 385.00
Approval/Variation of condition following planning permission	195.00	0.00	195.00
Confirmation of compliance with conditions - householder	28.00	0.00	28.00
Confirmation of compliance with conditions - other	97.00	0.00	97.00
Lawful Development Certificates			
Existing use or operation	same as full	0.00	same as full
Existing use or operation - lawful not to comply with any condition or limitation	195.00	0.00	195.00
Proposed use or operation	Half normal fee	0.00	Half normal fee
Car Parks			
Post Office Road			
0-2 hours	1.25	0.00	1.25
2-3 hours	1.75	0.00	1.75
3-4 hours	2.75	0.00	2.75
more than 4 hours	7.75	0.00	7.75
Wych Elm			
0-2 hours	1.65	0.00	1.65
2-3 hours	1.95	0.00	1.95
3-4 hours	3.15	0.00	3.15
more than 4 hours	7.75	0.00	7.75
Post Office Road Commercial			
0-2 hours	1.25	0.00	1.25
2-3 hours	1.75	0.00	1.75
3-4 hours	2.75	0.00	2.75
more than 4 hours	7.75	0.00	7.75
Bush Fair, The Stow and Old Harlow Car Parks			
0-1 hour	0.00	0.00	0.00
1-2 hours	0.85	0.00	0.85

APPENDIX E

SERVICE	2017/18	Proposed Increase with effect from 01/04/2018	2018/19	
	Current Fee		Proposed Fee	
	£.p	%	£.p	
	2-3 hours	1.75	0.00	1.75
	3-4 hours	3.60	0.00	3.60
	more than 4 hours	6.55	0.00	6.55
	Weekends	0.00	0.00	0.00
	Town Park			
	0-1 hour	0.00	0.00	0.00
	1- 5 hours	1.10	0.00	1.10
	5+ Hours	6.20	0.00	6.20
	Sat - Sunday 0-2 hours	0.00	0.00	0.00
	more than 2 hours	1.25	0.00	1.25
Staff Car Parking	Car parking permit per year	250.00	0.00	250.00
	Individual vouchers (Members)	1.20	0.00	1.20
Parking Permits	Special Permits			
	Care/Health	30.00	0.00	30.00
	Business	60.00	0.00	60.00
	Disabled 1st permit	0.00	0.00	0.00
	Tye Green Bowls Club	60.00	0.00	60.00
	Market Traders			
	5 trading days per week	275.00	0.00	275.00
	4 trading days per week	220.00	0.00	220.00
	3 trading days per week	165.00	0.00	165.00
	2 trading days per week	110.00	0.00	110.00
	1 trading day per week	55.00	0.00	55.00
	Post Office Road season			
	1 year	640.00	0.00	640.00
	6 months	350.00	0.00	350.00
	3 months	175.00	0.00	175.00
	Harlow Mill Station season			
	1 year	500.00	0.00	500.00
	3 months	130.00	0.00	130.00
	Wych Elm season			
	1 year	640.00	0.00	640.00
	6 months	350.00	0.00	350.00
	3 months	175.00	0.00	175.00
	Commercial vehicle permit for residential zones	250.00	0.00	250.00
Bus Station	Departure fees	0.55	0.00	0.55
Latton Bush Centre	Commercial			
	Meeting Room			
	Session	80.00	0.00	80.00
	Day	135.00	0.00	135.00
	Evening and weekends only (per hour, max 2 hours)	20.00	0.00	20.00
	Griffin Suite			
	Session	155.00	0.00	155.00
	Day	265.00	0.00	265.00
	Evening and weekends only (per hour, max 2 hours)	30.00	0.00	30.00
	Dining Hall			
	Session	135.00	0.00	135.00
	Day	220.00	0.00	220.00
	Evening and weekends only (per hour, max 2 hours)	20.00	0.00	20.00
	Latton Hall			
	Session	225.00	0.00	225.00
	Day	395.00	0.00	395.00
	Evening and weekends only (per hour, max 2 hours)	30.00	0.00	30.00
	Studio 2			
	Per hour	15.00	0.00	15.00
	Harlow Registered Charities only			
	Meeting Room			
	Session	40.00	0.00	40.00
	Day	70.00	0.00	70.00
	Evenings and weekends only (per hour, max 2 hours)	20.00	0.00	20.00
	Griffin Suite			
	Session	75.00	0.00	75.00
	Day	110.00	0.00	110.00
	Evenings and weekends only (per hour, max 2 hours)	30.00	0.00	30.00
	Dining Hall			
	Session	75.00	0.00	75.00
	Day	110.00	0.00	110.00
	Evenings and weekends only (per hour, max 2 hours)	20.00	0.00	20.00
	Latton Hall			
	Session	140.00	0.00	140.00
	Day	200.00	0.00	200.00
	Evenings and weekends only (per hour, max 2 hours)	30.00	0.00	30.00
	Studio 2			
	Per hour	15.00	0.00	15.00
	LBC Tenants			
	Meeting Room			
	Session	58.00	0.00	58.00
	Day	100.00	0.00	100.00
	Evenings and weekends only (per hour, max 2 hours)	20.00	0.00	20.00

APPENDIX E

SERVICE	2017/18		2018/19	
	Current Fee	Proposed Increase	Proposed Fee	
	£.p	%	with effect from 01/04/2018	
	£.p	%	£.p	
Griffin Suite				
Session	115.00	0.00	115.00	
Day	197.00	0.00	197.00	
Evenings and weekends only (per hour, max 2 hours)	30.00	0.00	30.00	
Dining Hall				
Session	98.00	0.00	98.00	
Day	165.00	0.00	165.00	
Evenings and weekends only (per hour, max 2 hours)	20.00	0.00	20.00	
Latton Hall				
Session	166.00	0.00	166.00	
Day	293.00	0.00	293.00	
Evenings and weekends only (per hour, max 2 hours)	30.00	0.00	30.00	
All rooms booked on day only by Tenants per hour	15.00	0.00	15.00	
Private Functions (Childrens Parties/Wakes/Churches)				
Weekends only per 4 hour session				
Latton Hall Session (am or pm)	140.00	0.00	140.00	
Dinning Hall Session (am or pm)	75.00	0.00	75.00	
Latton Hall Full Day	200.00	0.00	200.00	
Dining Hall Full Day	110.00	0.00	110.00	
Equipment Hire				
Flipchart Stand	0.00	0.00	0.00	
Flipchart Pad & Pens	5.00	0.00	5.00	
OHP	0.00	0.00	0.00	
PowerPoint Projector	0.00	0.00	0.00	
DVD Video & Screen	0.00	0.00	0.00	
PA System per Mic	0.00	0.00	0.00	
Free Standing Projector Screen	0.00	0.00	0.00	
Laptop Computer	0.00	0.00	0.00	
Wireless Internet Access	0.00	0.00	0.00	
Street Naming and Numbering				
Add Alias Name to Numbered Property	40.00 per property	0.00	40.00 per property	
Naming of Building, Flat Block or Industrial Area	110.00 per block or area	0.00	110.00 per block or area	
New Development of 1-5 plots	70.00 per plot	0.00	70.00 per plot	
New Development of 6-50 plots	10.00 per plot + 300.00	0.00	10.00 per plot + 300.00	
New Development of 51+ plots	5.00 per plot + 550.00	0.00	5.00 per plot + 550.00	
The schedule has been issued	50.00/plot	0.00	50.00/plot	
Renaming of existing property	100.00 per property	0.00	100.00 per property	
Confirmation of postal address for solicitors or conveyancers	40.00	0.00	40.00	
Confirmation of postal address for residents/occupants	15.00	0.00	15.00	
Provision of new street name	300.00	0.00	300.00	
Renaming of a street where requested by residents	450.00	0.00	450.00	
Property & Facilities Team				
Skips	50.00	0.00	50.00	
Hoardings	50.00	0.00	50.00	
Scaffolding	50.00	0.00	50.00	
Access inc Town Centre	52.00	0.00	52.00	
Domestic Refuse				
Sales of Bins				
180l Wheelie Bins	42.00	3.57	43.50	
Delivery	at cost	0.00	at cost	
Flat Block Refuse Bins Charge to Developers				
1100 litre Bin	430.00	0.00	at cost + admin	
960 litre Bin	430.00	0.00	at cost + admin	
240 litre bin		New charge	41.50	
Delivery	at cost	0.00	at cost	
House Refuse Waste Bins Charge to Developers				
180l Wheelie Bins		New charge	43.50	
Delivery		New charge	at cost	
Special Refuse				
Bulky Waste				
1 to 5 items	16.00	56.25	25.00	
6 to 8 items	24.00	56.25	37.50	
Recycling				
Sales of Bins				
240l Wheelie Bins	40.00	3.75	41.50	
Kitchen Caddies large		New charge	17.10	
Kitchen Caddies small		New charge	5.00	
Delivery	at cost	0.00	at cost	
Flat block Recycling Bins - Charges to Developers				
1100 litre bin	430.00	0.00	at cost + admin	
240 litre bin	40.00	3.75	41.50	
140 litre food waste bin	70.00	3.57	72.50	
Sales of Kitchen Caddies	3.00	66.67	5.00	
Delivery	at cost		at cost	
House Recycling Waste Bins Charge to Developers				
240 litre bin		New charge	41.50	
Kitchen Caddies large		New charge	17.10	

APPENDIX E

SERVICE	2017/18		2018/19	
	Current Fee	Proposed Increase	Proposed Fee	
	£.p	% New charge	with effect from 01/04/2018 £.p	
	Kitchen Caddies small			5.00
	Green Waste			
	premium fortnightly collection (wheeled bin)	96.00	0.00	96.00
	bookable service (per bag)	0.90	5.56	0.95
	Christmas Trees	2.00	5.00	2.10
Abandoned Vehicles	Costs Recoverable	30.00	3.33	31.00
	Voluntary Surrender of Vehicles	30.00	3.33	31.00
Street Scene	Abandoned Shopping Trolleys	100.00	4.00	104.00
Allotments	Rents - per square metre	0.17	5.88	0.18
	Concessions - per square metre	0.08	12.50	0.09
	Peppercorn rent for self managed sites	0.50	0.00	0.50
Hackney Carriages & Private Hire	HC & PH Drivers Licence			
	New Driver (annual)	194.00	20.62	234.00
	New driver (3 year)	356.00	11.24	396.00
	Renewal (annual)	118.00	2.54	121.00
	Renewal (3 year)	280.00	2.50	287.00
	New Driver (licensed for less than 1 year)	new fee	0.00	115.00 + 5.00/full month
	Licence issued for less than 1 year	new fee	0.00	65.00 + 5.00/ full month
	HC Vehicle Licence			
	New Vehicle	324.00	-10.49	290.00
	Renewal	292.00	-0.68	290.00
	Rebate on surrender per month	new fee	0.00	-18.00
	PH Vehicle Licence			
	New Vehicle	324.00	-10.49	290.00
	Renewal	292.00	-0.68	290.00
	Rebate on surrender per month	new fee	0.00	-18.00
	Transfer of Vehicle Licence	0.00	0.00	0.00
	Replacement Items			
	- badge	0.00	0.00	0.00
	- plate	0.00	0.00	0.00
	- platemate	0.00	0.00	0.00
	Annual Private Hire Operator Licence			
	1 to 2 Vehicles	232.00	2.59	238.00
	3 to 5 Vehicles	424.00	2.59	435.00
	6 to 10 Vehicles	730.00	2.74	750.00
	11 to 15 Vehicles	1,113.00	2.52	1,141.00
	16 and above	1,648.00	2.55	1,690.00
	Private Hire Five Year Operator Licence			
	1 to 2 Vehicles	692.00	2.60	710.00
	3 to 5 Vehicles	1,649.00	2.49	1,690.00
	6 to 10 Vehicles	3,181.00	2.48	3,260.00
	11 to 15 Vehicles	5,096.00	2.53	5,225.00
	16 and above	7,777.00	2.51	7,972.00
	Knowledge Test			
	Knowledge test	50.00	4.00	52.00
	Retest full	50.00	4.00	52.00
	Retest partial	20.00	0.00	20.00
	Other Fees			
	DBS first driver check after 1st April 2018	44.00	0.00	44.00
	DBS each subsequent check after 1st April 2018	44.00	45.45	64.00
Environmental Health	Breeding of Dogs Licences (+ vets fees)	130.00	3.85	135.00
	Animal Boarding establishment licence	130.00	3.85	135.00
	Pet shop licence	130.00	3.85	135.00
	Riding establishment licence (+ vets fees)	195.00	2.56	200.00
	Dangerous wild animal licence (+ vets fees)	145.00	3.45	150.00
	Special treatment registration	113.00	2.65	116.00
	Wasp nest treatment (one treatment)	50.00	0.00	50.00
	Wasp nest treatment (two treatments)	60.00	0.00	60.00
	Fleas	50.00	0.00	50.00
	Rats	50.00	0.00	50.00
	Mice	50.00	0.00	50.00
	Pest Control concessionary rate (wasps/fleas/rats/mice)	11.50	0.00	11.50
	Stray dogs			
	stray dogs	25.00	0.00	25.00
	admin charge	25.00	0.00	25.00
	kennelling charges	at cost	0.00	at cost
	Zoo License (not including veterinary fee)	600.00	3.33	620.00
	Veterinary Fees	at cost	0.00	at cost
	Contaminated land enquiry	165.00	3.03	170.00
	Homeboarding	68.00	2.94	70.00
	HMO Licence Variation	0.00	0.00	0.00
	Large HMO Additional Licensing Scheme			
	application full fee	525.00	2.86	540.00
	application reduced fee	420.00	3.57	435.00
	annual renewal full fee	198.00	3.03	204.00
	annual renewal reduced fee	168.00	2.38	172.00
	re-inspection full fee	160.00	3.13	165.00
	re-inspection reduced fee	154.00	2.60	158.00
	Smaller HMO - Additional Licensing Scheme			
	application full fee	415.00	2.89	427.00
	application reduced fee	320.00	2.50	328.00
	annual renewal full fee	170.00	2.94	175.00

SERVICE	2017/18	Proposed Increase with effect from 01/04/2018	2018/19
	Current Fee		Proposed Fee
	£.p	%	£.p
annual renewal reduced fee	148.00	2.70	152.00
re-inspection full fee	106.00	3.77	110.00
re-inspection reduced fee	103.00	2.91	106.00
Additional charges small and large HMOs - Additional Licensing Scheme			
application form incomplete	27.00	3.70	28.00
avoided licence application until found by Council	212.00	2.83	218.00
avoided licence application reminder letter	43.00	4.65	45.00
missed appointment house inspection	105.00	4.76	110.00
licence holder change once granted	115.00	2.61	118.00
sending a final reminder	27.00	3.70	28.00
recommencing licensing process following final reminder	43.00	4.65	45.00
recovery fee - dishonoured cheque	32.00	3.13	33.00
LAPPC charges			
Application fee			
Standard process (includes solvent emission activities)	1579.00	4.50	1650.00
Additional fee for operating without a permit	1137.00	4.49	1188.00
PVRI,SWOBs and Dry Cleaners	148.00	4.73	155.00
PVR I & II combined	246.00	4.47	257.00
VRs and other Reduced Fee Activities	346.00	4.62	362.00
Reduced fee activities: Additional fee for operating without a permit	68.00	4.41	71.00
Mobile plant**	1579.00	4.50	1650.00
for the third to seventh applications	943.00	4.45	985.00
for the eight and subsequent applications	477.00	4.40	498.00
Where an application for any of the above is for a combined Part B waste application, add an extra £310 to the above amounts			
Annual Subsistence Charge			
Standard process Low	739 (+99)*	0.00	772 (+104)*
Standard process Medium	1111 (+149)*	0.00	1161 (+156)*
Standard process High	1672 (+198)*	0.00	1747 (+207)*
PVRI,SWOBs and Dry Cleaners Low	76.00	3.95	79.00
PVRI,SWOBs and Dry Cleaners Medium	151.00	4.64	158.00
PVRI,SWOBs and Dry Cleaners High	227.00	4.41	237.00
PVR I & II combined Low	108.00	4.63	113.00
PVR I & II combined Medium	216.00	4.63	226.00
PVR I & II combined High	326.00	4.60	341.00
VRs and other Reduced Fee Low	218.00	4.59	228.00
VRs and other Reduced Fee Medium	349.00	4.58	365.00
VRs and other Reduced Fee High	524.00	4.58	548.00
Mobile plant, for first and second permits Low**	618.00	1.29	626.00
Mobile plant, for first and second permits Medium**	989.00	4.55	1034.00
Mobile plant, for first and second permits High**	1484.00	4.51	1551.00
for the third to seventh permits Low	368.00	4.62	385.00
for the third to seventh permits Medium	590.00	4.58	617.00
for the third to seventh permits High	884.00	4.52	924.00
for the eight and subsequent permits Low	189.00	4.76	198.00
for the eight and subsequent permits Medium	302.00	3.97	314.00
for the eight and subsequent permits High	453.00	4.42	473.00
Late Payment Fee	50.00	4.00	52.00
* the additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation			
Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £104 to the above amounts			
Transfer and Surrender			
Standard process transfer	162.00	4.32	169.00
Standard process partial transfer	476.00	4.41	497.00
New operator at low risk reduced fee activity (extra one - off subsistence charge - see Art 15(2) of charging system)	75.00	4.00	78.00
Surrender: all Part B activities	0.00	0.00	0.00
Reduced fee activities: transfer	0.00	0.00	0.00
Reduced fee activities: partial transfer	45.00	4.44	47.00
Temporary transfer for mobiles			
First transfer	51.00	3.92	53.00
Repeat following enforcement or warning	51.00	3.92	53.00
Substantial Change			
Standard process	1005.00	4.48	1050.00
Standard process where the substantial change results in a new PPC activity	1579.00	4.50	1650.00
Reduced fee activities	98.00	4.08	102.00
LAPPC mobile plant charges (Not using simplified permits)			
Application fee			
1 to 2 Permits	1579.00	4.50	1650.00
3 to 7 Permits	943.00	4.45	985.00
8 and Over	477.00	4.40	498.00
Subsistence fee			
1 to 2 Permits Low	618.00	4.53	646.00
1 to 2 Permits Medium	989.00	4.55	1034.00
1 to 2 Permits High	1484.00	1.48	1506.00
3 to 7 Permits Low	368.00	4.62	385.00
3 to 7 Permits Medium	590.00	4.58	617.00

SERVICE	2017/18	Proposed Increase with effect from 01/04/2018	2018/19
	Current Fee		Proposed Fee
	£.p	%	£.p
3 to 7 Permits High	884.00	4.52	924.00
8 and Over Low	189.00	4.76	198.00
8 and Over Medium	302.00	4.64	316.00
8 and Over High	453.00	4.42	473.00
LA-IPPC Charges			
Every subsistence charge below includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation			
Application - LA element	3218.00	4.51	3363.00
Additional fee for operating without a permit - LA element	1137.00	4.49	1188.00
Annual Subsistence Low - LA element	1384.00	4.55	1447.00
Annual Subsistence Medium - LA element	1541.00	4.54	1611.00
Annual Subsistence High - LA element	2233.00	4.52	2334.00
Late Payment Fee	50.00	4.00	52.00
Substantial Variation	1309.00	4.51	1368.00
Transfer	225.00	4.44	235.00
Partial Transfer	668.00	4.49	698.00
Surrender	668.00	4.49	698.00
Town Centre Management			
Pitch fees - Town Centre Trading Pitches			
Trading Pitches up to 10m²			
Monday - Sunday (1 day per week) calculated monthly	78.00	0.00	78.00
Trailers up to 6 metres (New)			
Monday - Sunday (1 day per week) calculated monthly	148.00	0.00	148.00
Monday - Sunday (each additional day) calculated monthly	100.00	0.00	100.00
Electricity (New)			
Monday - Sunday (1 day per week) calculated monthly	9.00	0.00	9.00
LG (MP) Act 1982 Licenses			
Miscellaneous Licences			
Street Trading			
Street trading licence	360.00	0.00	360.00
Street Trading (renew)			
Street trading licence	360.00	0.00	360.00
Licensing			
Miscellaneous Licences (new)			
Sex Shops	1,200.00	6.25	1,275.00
Miscellaneous Licences (renew)			
Sex Shops	1,150.00	1.74	1,170.00
Miscellaneous Licences (transfer)			
Sex Shops	620.00	1.29	628.00
Miscellaneous Licences (variation)			
Sex Shops	1,150.00	1.74	1,170.00
Highways Act (new)			
Tables & chairs			
- table	19.00	5.26	20.00
- chair	13.00	7.69	14.00
Highways Act (renew)			
Tables & chairs			
- table	19.00	2.63	19.50
- chair	13.00	3.85	13.50
Charity Collections (new)			
Lottery	40.00	0.00	40.00
Street collection	0.00	0.00	0.00
House to house collection	0.00	0.00	0.00
Charity Collections (renew)			
Lottery	20.00	0.00	20.00
Street collection	0.00	0.00	0.00
House to house collection	0.00	0.00	0.00
Street Trading (new)			
Street trading licence	360.00	4.17	375.00
Street Trading (renew)			
Street trading licence	360.00	4.17	375.00
Premises Licences and Club Premises Certificates (application fee)			
Band			
a	100.00	0.00	100.00
b	190.00	0.00	190.00
c	315.00	0.00	315.00
d	450.00	0.00	450.00
e	635.00	0.00	635.00
city/town centre pub			
band d	900.00	0.00	900.00
band e	1,905.00	0.00	1,905.00
Premises Licences and Club Premises Certificates (annual fee)			
Band			
a	70.00	0.00	70.00
b	180.00	0.00	180.00
c	295.00	0.00	295.00
d	320.00	0.00	320.00
e	350.00	0.00	350.00
city/town centre pub			
band d	640.00	0.00	640.00
band e	1,050.00	0.00	1,050.00

SERVICE	2017/18	Proposed Increase with effect from 01/04/2018	2018/19
	Current Fee		Proposed Fee
	£.p	%	£.p
application for minor variation	89.00	0.00	89.00
Scrap Metal Dealers			
Collectors fee	310.00	0.00	310.00
Site fee	410.00	0.00	410.00
Recovery charges for works in default	at cost	0.00	at cost
Other Fees			
temporary event notice	21.00	0.00	21.00
theft, loss etc of temporary event notice	10.50	0.00	10.50
Theft, loss etc of premises licence or summary	10.50	0.00	10.50
Application for a provisional statement where premises being built	315.50	0.00	315.50
Notification of change of name or address	10.50	0.00	10.50
Application to vary licence to specify individual as premises supervisor	23.00	0.00	23.00
Application for transfer of premises licence	23.00	0.00	23.00
Interim authority notice following death etc. of licence holder	23.00	0.00	23.00
Theft, loss etc of certificate or summary	10.50	0.00	10.50
Notification of change of name or alteration of rules of club	10.50	0.00	10.50
Change of relevant registered address of club	10.50	0.00	10.50
Right of freeholder etc to be notified of licensing matter	21.00	0.00	21.00
Gambling Act - Licences			
Bingo premises licence (New)	3,300.00	0.00	3,300.00
Bingo premises licence (Variation)	1,650.00	0.00	1,650.00
Bingo premises licence (Renewal)	925.00	0.00	925.00
Bingo premises licence (Application for Provisional Statement)	3,300.00	0.00	3,300.00
Bingo premises licence (Transfer)	1,130.00	0.00	1,130.00
Bingo premises licence (Re-instatement or Licence application Provisional Statement holders)	1,130.00	0.00	1,130.00
Adult Gaming Centre premises licence (New)	1,850.00	0.00	1,850.00
Adult Gaming Centre premises licence (Variation)	925.00	0.00	925.00
Adult Gaming Centre premises licence (Renewal)	925.00	0.00	925.00
Adult Gaming Centre premises licence (Application for Provisional Statement)	1,850.00	0.00	1,850.00
Adult Gaming Centre premises licence (Transfer)	1,130.00	0.00	1,130.00
Adult Gaming Centre premises licence (Re-instatement or Licence Application Provisional Statement holders)	1,130.00	0.00	1,130.00
Betting premises (track) licence (New)	2,365.00	0.00	2,365.00
Betting premises (track) licence (Variation)	1,180.00	0.00	1,180.00
Betting premises (track) licence (Renewal)	925.00	0.00	925.00
Betting premises (track) licence (Application for Provisional Statement)	2,365.00	0.00	2,365.00
Betting premises (track) licence (Transfer)	895.00	0.00	895.00
Betting premises (track) licence (Re-instatement or Licence application Provisional Statement holders)	895.00	0.00	895.00
Betting premises (other) licence (New)	2,780.00	0.00	2,780.00
Betting premises (other) licence (Variation)	1,420.00	0.00	1,420.00
Betting premises (other) licence (Renewal)	565.00	0.00	565.00
Betting premises (other) licence (Application for Provisional Statement)	2,780.00	0.00	2,780.00
Betting premises (other) licence (Transfer)	1,130.00	0.00	1,130.00
Change of circumstances	50.00	0.00	50.00
Betting premises (other) licence (Re-instatement or Licence application Provisional Statement holders)	1,130.00	0.00	1,130.00
Gambling Act - Permits			
Prize Gaming Permit New	300.00	0.00	300.00
Prize Gaming Permit existing operator	100.00	0.00	100.00
Prize Gaming Permit Renewal	300.00	0.00	300.00
Family Entertainment Centre Gaming Machine Permit New	300.00	0.00	300.00
Existing operator	100.00	0.00	100.00
Renewal	300.00	0.00	300.00
Club gaming and Club Machine permit new	200.00	0.00	200.00
Existing operator	100.00	0.00	100.00
Renewal	200.00	0.00	200.00
annual fee	50.00	0.00	50.00
Variation	100.00	0.00	100.00
Licensed Premises Gaming Machine Permit New	150.00	0.00	150.00
Existing Operator	100.00	0.00	100.00
Annual Fee	50.00	0.00	50.00
Variation	100.00	0.00	100.00
Transfer	25.00	0.00	25.00
Change of Name	25.00	0.00	25.00
Copy of Permit	15.00	0.00	15.00
Copy of license	25.00	0.00	25.00
Market			
Pitch fees - Marked trading pitches on East Gate or Broad Walk			
Monthly Pitch Rentals 1 day per week			
Monday fee for first pitch (formerly £21/day)	45.50	0.00	45.50
Monday fee for subsequent pitch (formerly £15.50/day)	58.00	0.00	58.00
Tuesday, Friday, Saturday fee for first pitch	78.00	0.00	78.00
Tuesday, Friday, Saturday fee each additional pitch	58.00	0.00	58.00

APPENDIX E

SERVICE

	2017/18	Proposed Increase	2018/19
	Current Fee		Proposed Fee
with effect from 01/04/2018			
	£.p	%	£.p
Trader licensed for not more than 1 day per week on Tuesday or Friday first pitch	45.50	0.00	45.50
Trader licensed for not more than 1 day per week subsequent pitch	58.00	0.00	58.00
Electricity			
1 day per week calculated monthly	9.00	0.00	9.00
Trailers - Vehicles up to 6 metres			
1 day per week calculated monthly	148.00	0.00	148.00
Trailers - Vehicles up to 6.01 - 8 metres			
1 day per week calculated monthly	148.00	0.00	148.00