

ANALYSIS OF FEES AND CHARGES		(all fees include VAT where applicable)		
SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£.p	%	£.p
<b>Community Wellbeing</b>				
<b>Leah Manning Centre</b>	<b>Lettings</b>			
	Weekdays	31.00	3.23	32.00
	Weekends	51.00	3.92	53.00
<b>Contact Harlow</b>	<b>Rail Passes</b>	at cost + £1	0.00	at cost + £1
	<b>Disabled WC Keys</b>	2.50	0.00	2.50
	<b>Leisure card</b>	0.00	0.00	0.00
<b>Communications</b>	<b>Harlow Times Advertising</b>			
	<b>Inside Full Page</b>			
	Full Rate	800.00	0.00	800.00
	10% Discount	720.00	0.00	720.00
	20% Discount	640.00	0.00	640.00
	<b>Half Page</b>			
	Full Rate	400.00	0.00	400.00
	10% Discount	360.00	0.00	360.00
	20% Discount	320.00	0.00	320.00
	<b>Quarter Page</b>			
	Full Rate	200.00	0.00	200.00
	10% Discount	180.00	0.00	180.00
	20% Discount	160.00	0.00	160.00
	<b>Eighth Page</b>			
	Full Rate	100.00	0.00	100.00
	10% Discount	90.00	0.00	90.00
	20% Discount	80.00	0.00	80.00
<b>Pets Corner</b>	<b>Sponsorship scheme</b>			
	<b>Individual sponsors</b>			
	Package A	50.00	0.00	50.00
	Package B	35.00	0.00	35.00
	Package C	25.00	0.00	25.00
	<b>Corporate sponsorship</b>			
	Corporate sponsorship A	250.00	0.00	250.00
	Corporate sponsorship B	500.00	0.00	500.00
	<b>School visits</b>			
	Harlow Schools (45 minutes)	1.95	2.56	2.00
	Harlow Schools (1.5 hours)	3.85	3.90	4.00
	Non Harlow Schools (45 mins)	2.60	15.38	3.00
	Non Harlow Schools (1.5 hours)	4.95	1.01	5.00
	Pre School Nurseries	22.00	13.64	25.00
	<b>Reindeer Hire</b>			
	Harlow Schools	240.00	2.08	245.00
	Non Harlow Schools	295.00	1.69	300.00
	<b>Sales of Animals</b>	various	0.00	various
	<b>Events</b>	4.65	1.08	4.70
	<b>Birthday Parties (Price per head)</b>	7.40	1.35	7.50
<b>Community Enforcement Team</b>	<b>Clean Neighbourhoods and Environment Act 1990:</b>			
	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
	<b>Clean Neighbourhoods and Environment Act 1996:</b>			
	Failing to remove dog faeces	50.00	0.00	50.00
	<b>Clean Neighbourhoods and Environment Act 2005:</b>			
	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
	<b>Clean Neighbourhoods and Environment Act 2014:</b>			
	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
<b>The Playhouse</b>	<b>Box Office Booking and Exchange Fee</b>			
	Promotions (not Playhouse Supporters)	1.50	0.00	1.50
	Hires (not Playhouse Supporters)	1.50	0.00	1.50
	<b>Postage Charge</b>			
	Postage charge to customers requesting that tickets are delivered to them	1.00	0.00	1.00
	<b>Workshop Space Rental</b>			
	Various	Various	0.00	Various
	<b>Hire Charges for local amateur companies</b>			
	<b>Main Auditorium</b>			
	<b>Performance Fees</b>			
	Performance Fee (for 4.5 hour period)	750.00	3.33	775.00
	Second Performance in a Day (for 4 hour period)	630.00	3.17	650.00

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
	<b>Additional Hourly Fees</b>			
	Hourly theatre hire (not a performance)	140.00	3.57	145.00
	Additional staff (per person per hour)	21.00	4.76	22.00
	Blocking rehearsal (per hour)	100.00	5.00	105.00
	<b>Weekly Rates</b>			
	Weekly fee			
	Up to 37 hours over 6 days	5,200.00	3.08	5,360.00
	Hourly fee	140.00	3.57	145.00
	Additional staff	100.00	5.00	105.00
	<b>Studio Theatre</b>			
	<b>Performance Fees</b>			
	Performance Fee (for 4 hour period)	300.00	3.33	310.00
	Second performance call in a day (4 hours)	240.00	4.17	250.00
	<b>Additional Hourly Fees</b>			
	Hourly theatre hire (not a performance)	90.00	3.33	93.00
	Additional Staff per person, per hour	21.00	4.76	22.00
	Use as Dressing Room	30.00	3.33	31.00
	<b>Standard Hire Charges</b>			
	Performance call (4 hours)	1,200.00	3.33	1,240.00
	Second performance call in a day (4 hours)	900.00	3.33	930.00
	<b>Additional Hourly Fees</b>			
	Hourly theatre hire (not a performance)	200.00	5.00	210.00
	Additional staff per person, per hour	21.00	4.76	22.00
	Blocking rehearsal per hour	140.00	3.57	145.00
	<b>Weekly Rates</b>			
	Weekly fee			
	Up to 37 hours over 6 days	7,400.00	3.38	7,650.00
	Hourly fee	200.00	5.00	210.00
	Additional staff	21.00	4.76	22.00
	<b>Studio Theatre</b>			
	<b>Performance Fees</b>			
	Performance call (4 hours)	480.00	4.17	500.00
	Second performance call in a day (4 hours)	360.00	2.78	370.00
	<b>Additional Hourly Fees</b>			
	Hourly theatre hire (not a performance)	100.00	5.00	105.00
	Additional Staff per person, per hour	21.00	4.76	22.00
	Use as Dressing Room	30.00	3.33	31.00
	<b>Studio Room Hires</b>			
	(50% discount applies for hire of second space within 1 session)			
	Up to 20 hours per week	19.00	2.63	19.50
	20+ hours per week	13.00	3.85	13.50
	40+ hours per week	10.00	5.00	10.50
	<b>Financial Services</b>			
	<b>Accountancy</b>			
	<b>Statement of accounts</b>	17.00	5.88	18.00
	(post and packing)	1.50	73.33	2.60
	<b>Governance</b>			
	<b>Land Charges</b>			
	<b>Form LLC1</b>			
	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
	<b>CON29R Standard Enquiries</b>			
	one parcel of land	90.65	20.19	108.95
	several parcels of land:			
	- first parcel	90.65	20.19	108.95
	- each additional parcels	15.00	20.00	18.00
	<b>CON29R &amp; LLC1 Together</b>			
	one parcel of land	110.65	16.54	128.95
	several parcels of land:			
	- first parcel	110.65	16.54	128.95
	- each additional parcels	20.00	20.00	24.00
	<b>CON29O Optional Enquiries</b>			
	each printed enquiry	12.00	20.00	14.40
	Q22 Common Land Question	14.00	20.00	16.80
	<b>Additional Enquiries</b>			
	Solicitors Own	18.00	20.00	21.60
	<b>Freedom of Information</b>			
	<b>Freedom of Information</b>			
	appropriate limit (18 hours)	450.00	0.00	450.00
	<b>Environmental Information Regulations</b>			
	simple enquiries that require a basic answer	no charge	0.00	no charge
	more complex enquiries and requires information to be specifically collated (per hour)	25.00	0.00	25.00
	<b>Data Protection Act</b>			
	maximum charged under the Data Protection (Subject Access) Fees and Miscellaneous provisions) Regulations 2000	10.00	0.00	10.00
	<b>Housing</b>			
	<b>Homelessness</b>			
	<b>Bed and Breakfast charges</b>	129.23	0.00	129.23

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
<b>Place</b>				
<b>Structural Engineering</b>	<b>Dropped Crossing Application Fee</b>	100.00	0.00	100.00
<b>Building Control</b>	<b>Table A - New Dwellings</b>			
	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	0.00	226.95
	2 Plots	268.21	0.00	268.21
	3 Plots	309.48	0.00	309.48
	4 Plots	350.75	0.00	350.75
	5 Plots	392.01	0.00	392.01
	Flats			
	1	206.32	0.00	206.32
	2	226.95	0.00	226.95
	3	288.84	0.00	288.84
	4	288.84	0.00	288.84
	5	330.12	0.00	330.12
	Conversion to:-			
	Single dwelling house	226.95	0.00	226.95
	Single Flat	206.32	0.00	206.32
	Inspection Charge			
	1 Plot	453.90	0.00	453.90
	2 Plots	536.43	50.00	804.64
	3 Plots	618.96	60.00	990.33
	4 Plots	701.48	80.00	1,262.67
	5 Plots	825.28	90.00	1,568.02
	Flats			
	1	288.84	0.00	288.84
	2	412.64	50.00	618.96
	3	495.16	60.00	792.36
	4	577.70	80.00	1,039.85
	5	701.48	100.00	1,402.97
	Conversion to:-			
	Single dwelling house	330.12	0.00	330.12
	Single Flat	288.84	0.00	288.84
	<i>Building Notice</i>			
	Houses or Bungalows less than 4 storeys			
	1 Plot	769.88	0.00	769.88
	2 Plots	898.73	46.56	1,317.14
	3 Plots	1,027.47	56.39	1,606.81
	4 Plots	1,156.22	75.72	2,031.66
	5 Plots	1,349.33	85.87	2,508.01
	Flats			
	1	512.50	0.00	512.50
	2	705.61	45.61	1,027.47
	3	835.28	55.38	1,297.83
	4	963.10	74.86	1,684.06
	5	1,156.22	94.65	2,250.53
	Conversion to:-			
	Single dwelling house	576.87	0.00	576.87
	Single Flat	512.50	0.00	512.50
	<i>Regularisation Charge</i>			
	Houses or Bungalows less than 4 storeys			
	1 Plot	799.49	0.00	799.49
	2 Plots	919.84	42.52	1,310.99
	3 Plots	1,040.20	52.06	1,581.78
	4 Plots	1,160.54	70.52	1,978.94
	5 Plots	1,444.24	81.43	2,620.25
	Flats			
	1	558.79	0.00	558.78
	2	739.31	40.70	1,040.19
	3	962.82	51.43	1,457.99
	4	1,100.37	70.00	1,870.63
	5	1,306.69	89.47	2,475.83
	Conversion to:-			
	Single dwelling house	618.96	0.00	618.96
	Single Flat	558.79	0.00	558.79
	Notifiable Electrical Work (in addition to the above where applicable)	264.00	0.00	264.00
	<b>Table B - Work To A Single Dwelling</b>			
	Limited to work not more than 3 storeys above ground level			
	<i>Full Plans Submissions</i>			
	Extension & New Build			
	<b>Plan checking charge</b>			
	Single storey extension with floor area not exceeding 40m2	206.32	2.00	210.45
	Single storey extension with floor area exceeding 40m2 but not exceeding 100m2	247.58	2.00	252.54
	Extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	268.21	2.00	273.58
	Extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	288.84	2.00	294.63

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
	Erection of a non exempt domestic extension comprising of a garage, carport or store not exceeding 100m2	185.69	2.00	189.40
	Erection of a non exempt detached non habitable domestic building with total floor area not exceeding 50m2	165.06	2.00	168.36
	Conversions			
	First floor & second floor loft conversions	226.95	2.00	231.49
	Other work	165.06	2.00	168.36
	Alterations			
	Re Roofing, Installation of Solar Panels or Photovoltaic cells	103.16	1.99	105.22
	Replacement of windows, roof lights, roof windows or external glazed doors	123.80	2.00	126.27
	Cost of work not exceeding £5,000	144.43	2.00	147.31
	Cost of work exceeding £5,000 & not exceeding £25,000	185.69	2.00	189.40
	Cost of work exceeding £25,000 & not exceeding £100,000	288.84	2.00	294.63
	<b>Inspection Charge</b>			
	Single storey extension with floor area not exceeding 40m2	330.12	2.00	336.72
	Single storey extension with floor area exceeding 40m2 but not exceeding 100m2	371.38	2.00	378.81
	Extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	412.64	2.00	420.90
	Extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	453.90	2.00	462.99
	Erection of a non exempt domestic extension comprising of a garage, carport or store not exceeding 100m2	247.58	2.00	252.54
	Erection of a non exempt detached non habitable domestic building with total floor area not exceeding 50m2	206.32	2.00	210.45
	Conversions			
	First floor & second floor loft conversions	330.12	2.00	336.72
	Other work	247.58	2.00	252.54
	Alterations			
	Re Roofing, Installation of Solar Panels or Photovoltaic cells	82.52	2.01	84.18
	Replacement of windows, roof lights, roof windows or external glazed doors	123.80	2.00	126.27
	Cost of work not exceeding £5,000	165.06	2.00	168.36
	Cost of work exceeding £5,000 & not exceeding £25,000	288.84	2.00	294.63
	Cost of work exceeding £25,000 & not exceeding £100,000	495.16	2.00	505.08
	<b>Building Notice Charges</b>			
	Extension & New Build			
	Single storey extension with floor area not exceeding 40m2	576.87	2.00	588.41
	Single storey extension with floor area exceeding 40m2 but not exceeding 100m2	641.24	2.00	654.07
	Extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	705.61	2.00	719.73
	Extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	769.99	2.00	785.39
	Erection of a non exempt domestic extension comprising of a garage, carport or store not exceeding 100m2	448.12	2.00	457.09
	Erection of a non exempt detached non habitable domestic building with total floor area not exceeding 50m2	383.76	2.00	391.43
	Conversions			
	First floor & second floor loft conversions	576.87	2.00	588.41
	Other work	448.12	2.00	457.09
	Alterations			
	Re Roofing, Installation of Solar Panels or Photovoltaic cells	190.64	2.00	194.45
	Replacement of windows, roof lights, roof windows or external glazed doors	255.01	2.00	260.11
	Cost of work not exceeding £5,000	319.38	2.00	325.77
	Cost of work exceeding £5,000 & not exceeding £25,000	512.50	2.00	522.75
	Cost of work exceeding £25,000 & not exceeding £100,000	834.35	2.00	851.05
	<b>Regularisation Charges</b>			
	Extension & New Build			
	Single storey extension with floor area not exceeding 40m2	632.71	2.00	645.38
	Single storey extension with floor area exceeding 40m2 but not exceeding 100m2	679.13	2.00	692.73
	Extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	739.31	2.00	754.11
	Extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	799.49	2.00	815.49

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
	Erection of a non exempt domestic extension comprising of a garage, carport or store not exceeding 100m2	498.60	2.00	508.58
	Erection of a non exempt detached non habitable domestic building with total floor area not exceeding 50m2	438.43	2.00	447.20
	Conversions			
	First floor & second floor loft conversions	618.96	2.00	631.35
	Other work	498.60	2.00	508.58
	Alterations			
	Re Roofing, Installation of Solar Panels or Photovoltaic cells	257.90	2.00	263.06
	Replacement of windows, roof lights, roof windows or external glazed doors	318.07	2.00	324.44
	Cost of work not exceeding £5,000	378.26	2.00	385.82
	Cost of work exceeding £5,000 & not exceeding £25,000	558.79	2.00	569.96
	Cost of work exceeding £25,000 & not exceeding £100,000	859.67	2.00	876.87
	Notifiable Electrical Work (in addition to the above where applicable)	309.16	0.00	309.16
	<b>Table C - All Other Non Domestic Work</b>			
	Limited to work not more than 3 storeys above ground level			
	<b>Full Plans Submission</b>			
	Extension & New Build			
	<b>Plan checking charge</b>			
	Single storey building with a floor area not exceeding 40m2	247.58	2.00	252.53
	Single storey building with a floor area exceeding 40m2 but not exceeding 100m2	288.84	2.00	294.62
	Building with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	309.48	2.00	315.67
	Building with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	330.12	2.00	336.71
	Alterations			
	Cost of work not exceeding £5,000	185.69	2.00	189.40
	Replacement of windows, roof lights, roof windows or external glazed doors (not exceeding 20 units)	185.69	2.00	189.40
	Renewable energy systems not exceeding £20,000	206.32	2.00	210.45
	Installation of new shop front not exceeding £5,000	206.32	2.00	210.45
	Cost of work exceeding £5,000 & not exceeding £25,000	226.95	2.00	231.49
	Replacement of windows, roof lights, roof windows or external glazed doors (exceeding 20 units)	206.32	2.00	210.45
	Installation of a raised storage platform not exceeding 250m2 within an existing building	288.84	2.00	294.62
	Cost of works exceeding £25,000 & not exceeding £100,000	330.12	2.00	336.71
	Fit out building up to 100m2	350.72	2.01	357.76
	<b>Inspection charges</b>			
	Extension & New Build			
	Single storey building with a floor area not exceeding 40m2	330.12	2.00	336.71
	Single storey building with a floor area exceeding 40m2 but not exceeding 100m2	371.38	2.00	378.80
	Building with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	412.64	2.00	420.89
	Building with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	453.90	2.00	462.98
	Alterations			
	Cost of work not exceeding £5,000	123.80	2.00	126.27
	Replacement of windows, roof lights, roof windows or external glazed doors (not exceeding 20 units)	82.52	2.01	84.18
	Renewable energy systems not exceeding £20,000	82.52	2.01	84.18
	Installation of new shop front not exceeding £5,000	82.52	2.01	84.18
	Cost of work exceeding £5,000 & not exceeding £25,000	247.58	2.00	252.53
	Replacement of windows, roof lights, roof windows or external glazed doors (exceeding 20 units)	165.06	2.00	168.36
	Installation of a raised storage platform not exceeding 250m2 within an existing building	165.06	2.00	168.36
	Cost of works exceeding £25,000 & not exceeding £100,000	495.16	2.00	505.07
	Fit out building up to 100m2	206.32	2.00	210.45
	Regularisation Charge			
	Extension & New Build			
	Single storey building with a floor area not exceeding 40m2	739.31	2.00	754.10

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
	Single storey building with a floor area exceeding 40m2 but not exceeding 100m2	833.88	2.00	850.55
	Building with some part 2 or 3 storeys in height and a total floor area not exceeding 40m2	911.24	2.00	929.47
	Building with some part 2 or 3 storeys in height and a total floor area exceeding 40m2 but not exceeding 100m2	988.61	2.00	1,008.38
	Alterations			
	Cost of work not exceeding £5,000	386.85	2.00	394.59
	Replacement of windows, roof lights, roof windows or external glazed doors (not exceeding 20 units)	326.67	2.00	333.21
	Renewable energy systems not exceeding £20,000	343.87	2.00	350.74
	Installation of new shop front not exceeding £5,000	343.87	2.00	350.74
	Cost of work exceeding £5,000 & not exceeding £25,000	601.77	2.00	613.80
	Replacement of windows, roof lights, roof windows or external glazed doors (exceeding 20 units)	481.41	2.00	491.04
	Installation of a raised storage platform not exceeding 250m2 within an existing building	532.99	2.00	543.65
	Cost of works exceeding £25,000 & not exceeding £100,000	1,048.79	2.00	1,069.76
	Fit out building up to 100m2	644.75	2.00	657.64
	<b>Works not included in Tables A, B and C. Charged derived from hourly rate</b>	79.23	0.00	79.23
<b>Covenant Control</b>	<b>Copy decision notices, etc</b>	0.10	0.00	0.10
	<b>Covenant application for a new dwelling</b>	150.00	0.00	150.00
	<b>Covenant Control application for window replacement, minor alterations, sheds &amp; trees</b>	60.00	0.00	60.00
	<b>Covenant Control application for extensions (including front porch)</b>	92.00	33.70	123.00
	<b>Covenant Control application where planning permission is required for extensions and out buildings</b>	123.00	0.00	N/A
	<b>Retrospective decision for window replacement, minor alterations, sheds and trees</b>	92.00	0.00	92.00
	<b>Retrospective decision for extensions (including front porches)</b>	120.00	54.17	185.00
	<b>Retrospective decision for where planning permission was required</b>	185.00	0.00	N/A
	<b>Copy of the covenant plans</b>	18.00	0.00	18.00
<b>Planning</b>	<b>Forward Planning Documents</b>			
	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 - Proposals Map Only	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 Document CD-ROM	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

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
	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 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
	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
	<b>Development Management Documents</b>			
	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
	<b>Miscellaneous Development Management Work</b>			
	Planning History Search (per hour)	51.60	0.00	51.60
	<b>Development Management Planning Fees</b>			
	1) The erection of dwellinghouses (other than development within category 6)			
	a) where the application is for outline planning permission			

SERVICE	2016/17		2017/18	
	Current Fee	Proposed Increase	Proposed Fee	Proposed Fee
	<b>with effect from 01/04/2017</b>			
	<b>£,p</b>	<b>%</b>	<b>£,p</b>	
- 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	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	
- + for each 0.1 hectare in excess of 5 hectares to maximum £250,000	115.00	0.00	115.00	
6) The enlargement, improvement of 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	



SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
	- + 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
	<b>Development Management Advertisement Application Fees</b>			
	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
	<b>Pre-Application Charges</b>			
	Per hour	0.00	0.00	0.00
	<b>Other</b>			
	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 feed paid 385.00	0.00	Full fee or if full feed 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
	<b>Lawful Development Certificates</b>			
	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
<b>Car Parks</b>	<b>Post Office Road</b>			
	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
	<b>Wych Elm</b>			
	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
	<b>Post Office Road Commercial</b>			
	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
	<b>Bush Fair, The Stow and Old Harlow Car Parks</b>			
	0-1 hour	0.00	0.00	0.00
	1-2 hours	0.85	0.00	0.85
	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
	<b>Town Park</b>			
	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
<b>Staff Car Parking</b>	<b>Car parking permit per year</b>	250.00	0.00	250.00
	<b>Individual vouchers (Members)</b>	1.20	0.00	1.20
<b>Parking Permits</b>	<b>Special Permits</b>			
	Care/Health	30.00	0.00	30.00
	Business	60.00	0.00	60.00
	<b>Disabled 1st permit</b>	0.00	0.00	0.00
	<b>Tye Green Bowls Club</b>	60.00	0.00	60.00
	<b>Market Traders</b>			
	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

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
	<b>Post Office Road season</b>			
	1 year	640.00	0.00	640.00
	6 months	350.00	0.00	350.00
	3 months	175.00	0.00	175.00
	<b>Harlow Mill Station season</b>			
	1 year	500.00	0.00	500.00
	3 months	130.00	0.00	130.00
	<b>Wych Elm season</b>			
	1 year	640.00	0.00	640.00
	6 months	350.00	0.00	350.00
	3 months	175.00	0.00	175.00
	<b>Commercial vehicle permit for residential zones</b>	250.00	0.00	250.00
<b>Bus Station</b>	<b>Departure fees</b>	0.55	0.00	0.55
<b>Latton Bush Centre</b>	<b>Commercial</b>			
	<b>Meeting Room</b>			
	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
	<b>Griffin Suite</b>			
	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
	<b>Dining Hall</b>			
	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
	<b>Latton Hall</b>			
	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
	<b>Studio 2</b>			
	Per hour	15.00	0.00	15.00
	<b>Harlow Registered Charities only</b>			
	<b>Meeting Room</b>			
	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
	<b>Griffin Suite</b>			
	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
	<b>Dining Hall</b>			
	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
	<b>Latton Hall</b>			
	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
	<b>Studio 2</b>			
	Per hour	15.00	0.00	15.00
	<b>LBC Tenants</b>			
	<b>Meeting Room</b>			
	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
	<b>Griffin Suite</b>			
	Session	115.00	0.00	115.00
	Day	197.00	0.00	197.00
	Evenings and weekends only (per hour, max 2 hours)	20.00	0.00	20.00
	<b>Dining Hall</b>			
	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
	<b>Latton Hall</b>			
	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
	<b>All rooms booked on day only by Tenants per hour</b>	15.00	0.00	15.00
	<b>Private Functions (Childrens Parties/Wakes/Churches)</b>			

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
	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
	<b>Equipment Hire</b>			
	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
<b>Street Naming and Numbering</b>	<b>Add Alias Name to Numbered Property</b>	40.00 per property	0.00	40.00 per property
	<b>Naming of Building, Flat Block or Industrial Area</b>	110.00 per block or area	0.00	110.00 per block or area
	<b>New Development of 1-5 plots</b>	70.00 per plot	0.00	70.00 per plot
	<b>New Development of 6-50 plots</b>	10.00 per plot + 300.00	0.00	10.00 per plot + 300.00
	<b>New Development of 51+ plots</b>	5.00 per plot + 550.00	0.00	5.00 per plot + 550.00
	<b>The schedule has been issued</b>	50.00/plot	0.00	50.00/plot
	<b>Renaming of existing property</b>	100.00 per property	0.00	100.00 per property
	<b>Confirmation of postal address for solicitors or conveyancers</b>	40.00	0.00	40.00
	<b>Confirmation of postal address for residents/occupants</b>	15.00	0.00	15.00
	<b>Provision of new street name</b>	300.00	0.00	300.00
	<b>Renaming of a street where requested by residents</b>	450.00	0.00	450.00
<b>Property &amp; Facilities Team</b>	<b>Skips</b>	50.00	0.00	50.00
	<b>Hoardings</b>	50.00	0.00	50.00
	<b>Scaffolding</b>	50.00	0.00	50.00
	<b>Access inc Town Centre</b>	52.00	0.00	52.00
<b>Domestic Refuse</b>	<b>Sales of Bins</b>			
	180l Wheelie Bins	40.00	5.00	42.00
	240l Wheelie Bins	38.00	5.26	40.00
	Kitchen Caddies	15.80	4.43	16.50
	Delivery	at cost	0.00	at cost
	Food waste flat bins	65.00	7.69	70.00
	<b>Flat Block Refuse Bins Charge to Developers</b>			
	1100 litre Bin	410.00	4.88	430.00
	960 litre Bin	410.00	4.88	430.00
	Delivery	at cost	0.00	at cost
<b>Special Refuse</b>	<b>Bulky Waste</b>			
	1 to 5 items	15.00	6.67	16.00
	6 to 8 items	22.50	6.67	24.00
<b>Recycling</b>	<b>Green Waste</b>			
	premium fortnightly collection (wheeled bin)	96.00	0.00	96.00
	bookable service (per bag)	0.85	5.88	0.90
	Christmas Trees	2.00	0.00	2.00
	<b>Flat block Recycling Bins - Charges to Developers</b>			
	1100 litre bin	410.00	4.88	430.00
	240 litre bin	38.00	5.26	40.00
	Sales of Kitchen Caddies	2.80	7.14	3.00
	Delivery	at cost	0.00	at cost
	<b>Sales of food waste flat bins</b>	63.00	5.56	66.50
	Delivery	at cost	0.00	at cost
<b>Abandoned Vehicles</b>	<b>Costs Recoverable</b>	29.00	3.45	30.00
	<b>Voluntary Surrender of Vehicles</b>	29.00	3.45	30.00
<b>Street Scene</b>	<b>Abandoned Shopping Trolleys</b>	95.00	5.26	100.00
<b>Allotments</b>	<b>Rents - per square metre</b>	0.17	0.00	0.17
	<b>Peppercorn rent for self managed sites</b>	0.50	0.00	0.50

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
<b>Hackney Carriages &amp; Private Hire</b>	<b>HC &amp; PH Drivers Licence</b>			
	New Driver (annual)	194.00	0.00	194.00
	New driver (3 year)	356.00	0.00	356.00
	Renewal (annual)	118.00	0.00	118.00
	Renewal (3 year)	280.00	0.00	280.00
	<b>HC Vehicle Licence</b>			
	New Vehicle	324.00	0.00	324.00
	Renewal	292.00	0.00	292.00
	<b>PH Vehicle Licence</b>			
	New Vehicle	324.00	0.00	324.00
	Renewal	292.00	0.00	292.00
	<b>Transfer of Vehicle Licence</b>	0.00	0.00	0.00
	<b>Replacement Items</b>			
	- badge	0.00	0.00	0.00
	- plate	0.00	0.00	0.00
	- platemate	0.00	0.00	0.00
	<b>Annual Private Hire Operator Licence</b>			
	1 to 2 Vehicles	232.00	0.00	232.00
	3 to 5 Vehicles	424.00	0.00	424.00
	6 to 10 Vehicles	730.00	0.00	730.00
	11 to 15 Vehicles	1,113.00	0.00	1,113.00
	16 and above	1,648.00	0.00	1,648.00
	<b>Private Hire Five Year Operator Licence</b>			
1 to 2 Vehicles	692.00	0.00	692.00	
3 to 5 Vehicles	1,649.00	0.00	1,649.00	
6 to 10 Vehicles	3,181.00	0.00	3,181.00	
11 to 15 Vehicles	5,096.00	0.00	5,096.00	
16 and above	7,777.00	0.00	7,777.00	
<b>Knowledge Test</b>				
Knowledge test	50.00	0.00	50.00	
Retest full	50.00	0.00	50.00	
Retest partial	20.00	0.00	20.00	
<b>Other Fees</b>				
Admin fees for work undertaken per hour	27.00	3.70	28.00	
Officer Fee for work undertaken per hour	47.00	4.26	49.00	
<b>Environmental Health</b>				
<b>Breeding of Dogs Licences (+ vets fees)</b>	125.00	4.00	130.00	
<b>Animal Boarding establishment licence</b>	125.00	4.00	130.00	
<b>Pet shop licence</b>	125.00	4.00	130.00	
<b>Riding establishment licence (+ vets fees)</b>	190.00	2.63	195.00	
<b>Dangerous wild animal licence (+ vets fees)</b>	140.00	3.57	145.00	
<b>Special treatment registration</b>	110.00	2.73	113.00	
<b>Wasp nest treatment (one treatment)</b>	50.00	0.00	50.00	
<b>Wasp nest treatment (two treatments)</b>	53.14	12.91	60.00	
<b>Fleas</b>	50.00	0.00	50.00	
<b>Rats</b>	50.00	0.00	50.00	
<b>Mice</b>	50.00	0.00	50.00	
<b>Pest Control concessionary rate (wasps/fleas/rats/mice)</b>	11.50	0.00	11.50	
<b>Stray dogs</b>				
stray dogs	25.00	0.00	25.00	
admin charge	24.00	4.17	25.00	
kennelling charges	at cost	0.00	at cost	
<b>Zoo Licence (not including veterinary fee)</b>	575.00	4.35	600.00	
<b>Veterinary Fees</b>	at cost	0.00	at cost	
<b>Contaminated land enquiry</b>	160.00	3.13	165.00	
<b>Homeboarding</b>	65.00	4.62	68.00	
<b>HMO Lice 3 story 5 year licence</b>	800.00	5.00	840.00	
<b>DBS Check for HMO Licence</b>	44.00	0.00	44.00	
<b>HMO Licence Renewal</b>	390.00	2.56	400.00	
<b>HMO Licence Variation</b>	0.00	0.00	0.00	
<b>Large HMO Additional Licensing Scheme</b>				
application full fee	505.00	3.96	525.00	
application reduced fee	412.00	1.94	420.00	
annual renewal full fee	190.00	4.21	198.00	
annual renewal reduced fee	165.00	1.82	168.00	
re-inspection full fee	154.00	3.90	160.00	
re-inspection reduced fee	154.00	0.00	154.00	
<b>Smaller HMO - Additional Licensing Scheme</b>				
application full fee	395.00	5.06	415.00	
application reduced fee	310.00	3.23	320.00	
annual renewal full fee	165.00	3.03	170.00	
annual renewal reduced fee	145.00	2.07	148.00	
re-inspection full fee	103.00	2.91	106.00	
re-inspection reduced fee	103.00	0.00	103.00	
<b>Additional charges small and large HMOs - Additional Licensing Scheme</b>				
application form incomplete	26.00	3.85	27.00	
avoided licence application until found by Council	205.00	3.41	212.00	
avoided licence application reminder letter	42.00	2.38	43.00	
missed appointment house inspection	103.00	1.94	105.00	
licence holder change once granted	113.00	1.77	115.00	
sending a final reminder	26.00	3.85	27.00	
recommencing licensing process following final reminder	42.00	2.38	43.00	
recovery fee - dishonoured cheque	31.00	3.23	32.00	
<b>LAPPC charges</b>				

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
	<b>Application fee</b>			
	Standard process (includes solvent emission activities)	1,579.00	0.00	1,579.00
	Additional fee for operating without a permit	1,137.00	0.00	1,137.00
	PVRI,SWOBs and Dry Cleaners	148.00	0.00	148.00
	PVR I & II combined	246.00	0.00	246.00
	VRs and other Reduced Fee Activities	346.00	0.00	346.00
	Reduced fee activities: Additional fee for operating without a permit	68.00	0.00	68.00
	Mobile plant**	1,579.00	0.00	1,579.00
	for the third to seventh applications	943.00	0.00	943.00
	for the eight and subsequent applications	477.00	0.00	477.00
	<b>Where an application for any of the above is for a combined Part B waste application, add an extra £297 to the above amounts</b>			
	<b>Annual Subsistence Charge</b>			
	Standard process Low	739 (+£99)*	0.00	739 (+£99)*
	Standard process Medium	£1,111 (+£149)*	0.00	£1,111 (+£149)*
	Standard process High	£1,672 (+£198)*	0.00	£1,672 (+£198)*
	PVRI,SWOBs and Dry Cleaners Low	76.00	0.00	76.00
	PVRI,SWOBs and Dry Cleaners Medium	151.00	0.00	151.00
	PVRI,SWOBs and Dry Cleaners High	227.00	0.00	227.00
	PVR I & II combined Low	108.00	0.00	108.00
	PVR I & II combined Medium	216.00	0.00	216.00
	PVR I & II combined High	326.00	0.00	326.00
	VRs and other Reduced Fee Low	218.00	0.00	218.00
	VRs and other Reduced Fee Medium	349.00	0.00	349.00
	VRs and other Reduced Fee High	524.00	0.00	524.00
	Mobile plant, for first and second permits Low**	618.00	0.00	618.00
	Mobile plant, for first and second permits Medium**	989.00	0.00	989.00
	Mobile plant, for first and second permits High**	1,484.00	0.00	1,484.00
	for the third to seventh permits Low	368.00	0.00	368.00
	for the third to seventh permits Medium	590.00	0.00	590.00
	for the third to seventh permits High	884.00	0.00	884.00
	for the eight and subsequent permits Low	189.00	0.00	189.00
	for the eight and subsequent permits Medium	302.00	0.00	302.00
	for the eight and subsequent permits High	453.00	0.00	453.00
	Late Payment Fee	50.00	0.00	50.00
	<b>* the additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation</b>			
	<b>Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts</b>			
	<b>Transfer and Surrender</b>			
	Standard process transfer	162.00	0.00	162.00
	Standard process partial transfer	476.00	0.00	476.00
	New operator at low risk reduced fee activity (extra one - off subsistence charge - see Art 15(2) of charging system)	75.00	0.00	75.00
	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	0.00	45.00
	<b>Temporary transfer for mobiles</b>			
	First transfer	51.00	0.00	51.00
	Repeat following enforcement or warning	51.00	0.00	51.00
	<b>Substantial Change</b>			
	Standard process	1,005.00	0.00	1,005.00
	Standard process where the substantial change results in a new PPC activity	1,579.00	0.00	1,579.00
	Reduced fee activities	98.00	0.00	98.00
	<b>LAPPC mobile plant charges (Not using simplified permits)</b>			
	<b>Application fee</b>			
	1 to 2 Permits	1,579.00	0.00	1,579.00
	3 to 7 Permits	943.00	0.00	943.00
	8 and Over	477.00	0.00	477.00
	<b>Subsistence fee</b>			
	1 to 2 Permits Low	618.00	0.00	618.00
	1 to 2 Permits Medium	989.00	0.00	989.00
	1 to 2 Permits High	1,484.00	0.00	1,484.00
	3 to 7 Permits Low	368.00	0.00	368.00
	3 to 7 Permits Medium	590.00	0.00	590.00
	3 to 7 Permits High	884.00	0.00	884.00
	8 and Over Low	189.00	0.00	189.00
	8 and Over Medium	302.00	0.00	302.00
	8 and Over High	453.00	0.00	453.00

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
	<b>LA-IPPC Charges</b>			
	Every subsistence charge below includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation			
	Application - LA element	3,218.00	0.00	3,218.00
	Additional fee for operating without a permit - LA element	1,137.00	0.00	1,137.00
	Annual Subsistence Low - LA element	1,384.00	0.00	1,384.00
	Annual Subsistence Medium - LA element	1,541.00	0.00	1,541.00
	Annual Subsistence High - LA element	2,233.00	0.00	2,233.00
	Late Payment Fee	50.00	0.00	50.00
	Substantial Variation	1,309.00	0.00	1,309.00
	Transfer	225.00	0.00	225.00
	Partial Transfer	668.00	0.00	668.00
	Surrender	668.00	0.00	668.00
<b>Town Centre Management</b>	<b>Promotional Pitches</b>			
	Monday - Thursday (per day)	125.00	1.60	127.00
	Friday - Sunday	200.00	2.50	205.00
	Weekly	770.00	2.60	790.00
	<b>Small Promotional Pitches (New)</b>			
	Monday - Thursday (per day)	100.00	2.00	102.00
	Friday - Sunday (per day)	150.00	2.67	154.00
	Weekly	500.00	3.60	518.00
	<b>Trading Pitches</b>			
	Monday - Sunday (per day)	35.00	2.86	36.00
	Weekly	146.00	2.74	150.00
	Monthly	575.00	2.61	590.00
	<b>Not for profit pitches</b>			
	Monday - Sunday (per day)	26.00	3.85	27.00
	Weekly	103.00	2.91	106.00
	Monthly	305.00	2.30	312.00
<b>Licensing</b>	<b>Miscellaneous Licences (new)</b>			
	Sex Shops	1,100.00	9.09	1,200.00
	<b>Miscellaneous Licences (renew)</b>			
	Sex Shops	1,100.00	4.55	1,150.00
	<b>Miscellaneous Licences (transfer)</b>			
	Sex Shops	600.00	3.33	620.00
	<b>Miscellaneous Licences (variation)</b>			
	Sex Shops	1,100.00	4.55	1,150.00
	<b>Highways Act (new)</b>			
	Tables & chairs			
	- table	18.00	5.56	19.00
	- chair	12.50	4.00	13.00
	<b>Highways Act (renew)</b>			
	Tables & chairs			
	- table	19.00	0.00	19.00
	- chair	12.50	4.00	13.00
	<b>Charity Collections (new)</b>			
	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
	<b>Charity Collections (renew)</b>			
	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
	<b>Street Trading (new)</b>			
	Street trading licence	340.00	5.88	360.00
	<b>Street Trading (renew)</b>			
	Street trading licence	340.00	5.88	360.00
	<b>Premises Licences and Club Premises Certificates (application fee)</b>			
	<b>Band</b>			
	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
	<b>city/town centre pub</b>			
	band d	900.00	0.00	900.00
	band e	1,905.00	0.00	1,905.00
	<b>Premises Licences and Club Premises Certificates (annual fee)</b>			
	<b>Band</b>			
	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
	<b>city/town centre pub</b>			
	band d	640.00	0.00	640.00
	band e	1,050.00	0.00	1,050.00
	application for minor variation	89.00	0.00	89.00
	<b>Scrap Metal Dealers</b>			

SERVICE	2016/17		2017/18	
	Current Fee	Proposed Increase	Proposed Fee	Proposed Fee
with effect from 01/04/2017				
	£,p	%	£,p	
Collectors fee	300.00	3.33	310.00	
Site fee	400.00	2.50	410.00	
Recovery charges for works in default	at cost	0.00	at cost	
<b>Other Fees</b>				
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	
<b>Gambling Act - Licences</b>				
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	
<b>Gambling Act - Permits</b>				
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	

SERVICE		2016/17	2017/18	
		Current Fee	Proposed Increase	Proposed Fee
		with effect from 01/04/2017		
		£,p	%	£,p
<b>Market</b>	<b>Pitch Rentals per day</b>			
	Fixed fee for first pitch	20.00	5.00	21.00
	Each additional pitch	15.00	3.33	15.50
	<b>Electricity</b>			
	Per day	2.00	0.00	2.00
	Per week	6.00	0.00	6.00
	<b>Trailers - Vehicles up to 6 metres</b>			
	Monday	33.00	3.03	34.00
	Tuesday	33.00	3.03	34.00
	Friday	33.00	3.03	34.00
	Saturday	33.00	3.03	34.00
	<b>Trailers - Vehicles up to 6.01 - 8 metres</b>			
	Monday	45.00	2.22	46.00
	Tuesday	45.00	2.22	46.00
	Friday	45.00	2.22	46.00
	Saturday	45.00	2.22	46.00
	<b>Trailers - Vehicles up to 8.01 - 11 metres</b>			
	Monday	55.00	1.82	56.00
	Tuesday	55.00	1.82	56.00
	Friday	55.00	1.82	56.00
	Saturday	55.00	1.82	56.00