

Community Fees & Charges

Appendix 2

Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT	Total	Basic	VAT	Total			
	£	20% £	2016/17 £	£	20% £	2017/18 £			
1. Hire of Pavilion tea rooms (per hour)									
General public	10.00		10.00	12.00		12.00	20%		Discretionary
Concessions (community groups and charities and registered pre-school groups meeting criteria)	7.50		7.50	9.00		9.00	20%		Discretionary
Pre- school day rate	-			90.00		90.00			Discretionary
2. Tree Donations for Parks & Highways (outside scope of VAT)									
Per Tree	293		293	300		300	2%		Discretionary
3. Allotment Gardens (per year) (outside scope of VAT)									
Rent of single pole (25.29 sq mtrs)	4.80		4.80	5.00		5.00	4%	s10 Allotments Act 1950	Discretionary
Concessions	2.40		2.40	2.50		2.50	4%		Discretionary
Water charge per pole (25.29 sq mtrs) -concessions do not apply	2.40		2.40	2.50		2.50	4%		Discretionary
Rotavating charge per 25.29 sq mtrs (pole) (5 pole plot minimum size for service)	11.50		11.50	15.00		15.00	30%		Discretionary
Weed spraying charge per 25.29 sq mtrs (pole) (5 pole plot minimum size for service)	11.50		11.50	15.00		15.00	30%		Discretionary
4. Fly Tipping Removal									
Removal of fly tip on private land hourly rate (minimum charge of one hour)	200.00	40.00	240.00	208.33	41.67	250.00	4%		Discretionary
Annual charge for investigation and removal of fly tipping (charge for initial service and may increase as a result of the investigation)				1,666.67	333.33	2,000.00			Discretionary
5. Graffiti Removal									
Removal of graffiti/fly posting on private land hourly rate (minimum charge of one hour)	90.00	18.00	108	93.33	18.67	112	4%		Discretionary
Sports Fees									
6. Tennis Courts									
Adult hard court rent per hour	6.92	1.38	8.30	7.50	1.50	9.00	8%		Discretionary
Junior hard court rent per hour	4.00	0.80	4.80	4.17	0.83	5.00	4%		Discretionary
7. Rounders Pitch									
Rental per occasion	56.67	11.33	68.00	59.17	11.83	71.00	4%		Discretionary
8. Football, Gaelic Football and Rugby									
(a) Seasonal Pitch Letting (29 week season 1 match per week)	2,225		2,225	2,225		2,225	0%		Discretionary
(b) Occasional Senior Let (per match)	119	23.73	142	118.67	23.73	142	0%		Discretionary
(c) Seasonal Junior Pitch Letting (1 match per week)	1,375		1,375	1,375		1,375	0%		Discretionary
(d) Seasonal Junior Pitch Letting (1 match per week) Without Council Changing Accommodation	1,050		1,050	1,050		1,050	0%		Discretionary
(e) Occasional Junior Let (per match)	73.33	14.67	88	73.33	14.67	88	0%		Discretionary
(f) Occasional Junior Pitch Letting (per match) Without Council Changing Accommodation	55.83	11.17	67	55.83	11.17	67	0%		Discretionary

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(g) Use of shower and dressing room without use of pitch when available (per team)	45.00	9.00	54	58.33	11.67	70	30%		Discretionary
(h) Football/Rugby Exclusive Use (exempt VAT)	4,020		4,020	4,020		4,020	0%		Discretionary
(i) vertidrainage request for pitch				383.33	76.67	460			Discretionary
(j) Sanding request for 100t sand supply and apply for pitch				4,083.33	816.67	4,900			Discretionary
(k) Sanding request brush surface				137.50	27.50	165			Discretionary
(l) Extra cut request (outside standard cuts)				55.00	11.00	66			Discretionary
(m) additional markings in year				55.00	11.00	66			Discretionary
9. Cricket Pitches									
(a) Seasonal Lettings of 1 Day Per Week per 22 week season (exempt VAT)	3,450		3,450	3,590		3,590	4%		Discretionary
(b) Occasional Letting Per Day	158.33	31.67	190	166.67	33.33	200	5%		Discretionary
(c) Cricket exclusive use (exempt VAT)	6,050		6,050	6,300		6,300	4%		Discretionary
10. Providing straight running track as required in Park									
Per hour	98.33	19.67	118	102.50	20.50	123.00	4%		Discretionary
12. Bowls									
Season Letting (exempt VAT)	7,065		7,065	6,700		6,700	-5%		Discretionary
13. Event Hire of Asset/Open Space									
Concessions apply to events by community organisations, schools, places of worship and registered charities within the borough that have free entry and are open to the general public									Discretionary
Application Fee (concession 80% discount)	41.67	8.33	50	41.67	8.33	50	0%		Discretionary
Small Event (up to 499 capacity) - Hire Charge (concession 80% discount)	400		400	400		400	0%		Discretionary
Medium Event (500-1000 capacity) - Hire Charge (concession 80% discount)	800		800	800		800	0%		Discretionary
Large Event (over 1000 capacity) - Hire Charge (concession 80% discount)	1,700		1,700	1,800		1,800	6%		Discretionary
Large Commercial Event (professional producers/arrangers/promoters)	POA		POA	POA		POA			
Circus/Funfair daily rate (deposit £10,000)	3,000		3,000	3,000		3,000	0%		Discretionary
Waste Management	POA		POA	POA		POA			Discretionary
Reinstatement fee after event for damages, per labour hour				50.00	10.00	60			Discretionary
14. Sports Playing Fields (Education Season)									
Without accommodation									
Schools football fixture (31 week season) (exempt VAT)	940		940	940		940	0%		Discretionary
Schools cricket fixture (18 week season) (exempt VAT)	1,410		1,410	1,410		1,410	0%		Discretionary
Schools football fixture (Casual per match)	46	9.20	55.2	48.00	9.60	55.2	0%		Discretionary
Schools cricket fixture (Casual per match)	81	16.20	97.2	84.00	16.80	97.2	0%		Discretionary
15. Cemetery Fees (Outside scope VAT)									
Exclusive right of burial inc. Deed of Grant and Number (Muslim, Lawn, Traditional, Cremated Remains - full size plot, Greek)									Local Authorities Cemeteries Order 1977
Resident	2,340		2,340	2,435		2,435	4%		Discretionary
Non-resident	4,200		4,200	4,370		4,370	4%		Discretionary
Childs Section, Cremation Plots									
Resident	790		790	820		820	4%		Discretionary
Non-resident	1,510		1,510	1,560		1,560	3%		Discretionary
16a. Interment Fees									

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Child/Stillborn Half Plot (Resident)	257		257	266		266	4%		Discretionary
Child/Stillborn Half Plot (Non resident)	490		490	510		510	4%		Discretionary
Over 12 Years old (Resident)	725		725	755		755	4%		Discretionary
Over 12 Years old (Non resident)	1,310		1,310	1,360		1,360	4%		Discretionary
Crem Plot (Resident)	228		228	238		238	4%		Discretionary
Crem Plot (Non-resident)	410		410	425		425	4%		Discretionary
Oversized coffin/casket surcharge over 700mm (27") wide	430		430	447		447	4%		Discretionary
Additional fee for 3 Metre depth digging	585		585	610		610	4%		Discretionary
16b. Memorial Rights									
Lawn / Crem Section (Resident)	268		268	280		280	4%		Discretionary
Lawn / Crem Section (Non resident)	268		268	280		280	4%		Discretionary
16c. Memorials (Harrow Borough Only)									
Traditional Section (Child Resident)	268		268	280		280	4%		Discretionary
Traditional Section Child (Non resident)	485		485	505		505	4%		Discretionary
Traditional Section (Over 12 years old) (Resident)	268		268	280		280	4%		Discretionary
Traditional Section (Over 12 years old) (Non resident)	485		485	505		505	4%		Discretionary
Erection of a vertical memorial in lawn sections (Resident)	268		268	280		280	4%		Discretionary
Memorial Rights vertical memorial in lawn sections (Non resident)	465		465	485		485	4%		Discretionary
Replacement of a flat plaque by an upright memorial	268		268	280		280	4%		Discretionary
Conversion of a flat plaque to a vertical headstone style memorial	268		268	280		280	4%		Discretionary
Provision of an additional flat plaque	268		268	280		280	4%		Discretionary
Replacement of a flat plaque by one of a larger size.	268		268	280		280	4%		Discretionary
Additional inscription to existing memorials.	93		93	97		97	4%		Discretionary
Alterations or additions to existing memorials.	93		93	97		97	4%		Discretionary
16d. Public Graves in which the exclusive right of burial has not been									
Under 12 Years old / Half Plot (Resident)	320		320	332		332	4%		Discretionary
Under 12 years old / Half Plot (Non-resident)	615		615	640		640	4%		Discretionary
Over 12 Years old (Resident)	1035		1035	1,075		1,075	4%		Discretionary
Over 12 Years old (Non-resident)	1,560		1,560	1,620		1,620	4%		Discretionary
Oversized coffin/casket surcharge over 700mm (27") wide	430		430	447		447	4%		Discretionary
Additional fee for 3 Metre depth digging	585		585	610		610	4%		Discretionary
Permission for a flat plaque or flower container on a public grave where permissible	97		97	101		101	4%		Discretionary
16e. Sundry Fees									
Option to Purchase									
(Non-refundable reservation fee)	450		450	470		470	4%		Discretionary
Commerative plaques on trees where permissible	275		275	285		285	4%		Discretionary

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Charge for the supply and installation of a standard park seat (1.8m) as a memorial, dedication or sponsored gift, including the supply and fixing of commemorative plaque.			The cost of supplying & fixing the seat incl. plaque plus 10% administration fee			The cost of supplying & fixing the seat incl. plaque plus 10% administration fee			Discretionary
16f. Purchase of Exclusive right of burial only prior to any interment. This includes Deed of Grant and Number Tablet.									
Child (Resident)	785		785	815		815	4%		Discretionary
Child (Non resident)	1,565		1,565	1,625		1,625	4%		Discretionary
Over 12 Years old (Resident)	2,085		2,085	2,170		2,170	4%		Discretionary
Over 12 Years old (Non resident)	4,175		4,175	4,340		4,340	4%		Discretionary
Supplementary charge for plots directly adjacent to paths in Carpenders Park (Resident)	1,110		1,110	1,150		1,150	4%		Discretionary
Supplementary charge for plots directly adjacent to paths in Carpenders Park (Non-Resident)	2,120		2,120	2,200		2,200	4%		Discretionary
Single burial in-situe casket (Harrow - New single depth graves only)	595		595	620		620	4%		Discretionary
Memorial Removal for interment (authorisation)	134		134	139		139	4%		Discretionary
Chapel Hire	71		71	74		74	4%		Discretionary
Certificate of burial	67		67	70		70	4%		Discretionary
Transfer of exclusive right of burial	67		67	70		70	4%		Discretionary
Copy of deed of grant of burial rights	50		50	52		52	4%		Discretionary
Cancellation or postponement of a previously arranged interment	184		184	192		192	4%		Discretionary
Manual depth test in a grave space on request.	65		65	68		68	5%		Discretionary
Admin charge for memorial permission re-application memorial permission	62		62	64		64	3%		Discretionary
10 Year Extension to Exclusive Right of Burial (Child Resident)	112		112	116		116	4%		Discretionary
10 Year Extension to Exclusive Right of Burial (Child Non resident)	225		225	235		235	4%		Discretionary
10 Year Extension to Exclusive Right of Burial (Over 12 Years old Resident)	298		298	310		310	4%		Discretionary
10 Year Extension to Exclusive Right of Burial (Over 12 Years old Non resident)	595		595	620		620	4%		Discretionary
16g. Search Fees (Genealogy)									
(Fees are subject to VAT) To search the Cemetery records for an existing grave								Local Authorities Cemeteries Order 1977 Art 11A, (1)	
(i) From 1950 to current date	77.50	15.50	93.00	80.00	16.00	96.00	3%		Discretionary
(ii) From opening of Cemetery to 1950 for first hour	77.50	15.50	93.00	80.00	16.00	96.00	3%		Discretionary
(iii) For every subsequent hour thereafter	68	13.50	81	70.00	14.00	84.00	4%		Discretionary
(iv) Further search where applicable (per hr)	46.67	9.33	56	49.00	9.80	58.80	5%		Discretionary
17. Standard S38 / 278 supervision fees (outside scope of VAT)									
Min supervision fee for S38 or S278 works	2,800		2,800	2,900		2,900	4%		Discretionary
The Council undertakes the supervision of new estate roads that are the subject of a Section 38 or S278 Agreement. The percentage quoted is a percentage of the S38 works – design, checking and supervision fee (subject to min fee)									
			9.00%			9.00%	n/a		Discretionary

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S278 works – design,checking and supervision fee (subject to min fee)			14.00%			14.00%	n/a		Discretionary
18. Licences for Projections over the Highway Section 177 Highways Act									Section 177 Highways Act 1980
The Council issues licences for canopies and any other projection over the highway, and incurs ongoing administration/inspection costs for which an initial lump sum of £500 is normally charged.									
Application for Licence for a building to oversail the highway	200		200	230		230	15%		Discretionary
Application for permission to oversail the highway with construction equipment (not cranes - covered elsewhere)	200		200	230		230	15%		Discretionary
Application to change a structure projecting over or under the highway (additional charges per hours)	50		50	52		52	4%		Discretionary
19. Vehicles Crossings (outside scope of VAT)									
Administration and Supervision Fees									
A charge for provision of estimate for construction of a vehicle crossing non refundable if application proceeds	87		87	91		91	5%		Discretionary
Estimate in 10 working days (non refundable) (as above but within 10 working days)	208		208	230		230	11%		Discretionary
20. Street Works Licence									New Roads & Street Works Act 1991
Licence Fee (VAT exempt)	670		670	700		700	4%		Discretionary
Where officers involvement exceeds the statutory functions, as required by the terms of the licence, additional time will be charged to the nearest half an hour (hourly rate shown)	135		135	140		140	4%		Discretionary
21. Tables & Chairs on the Highway licence (please note planning permission is likely to be needed)									LLA Act 1990
Issue of licence (subject to successful application)	585		585	585		585	0%		Discretionary
Annual renewal of licence (subject to successful application)	293		293	293		293	0%		Discretionary
22. Adding or changing a name of an existing property or address (exempt)									
A charge to make amendments to the National Land and Property Gazetteer									
Minimum charge (up to one hour of officer time)	53		53	55		55	4%		Discretionary
Any period of time in excess of one hour to the nearest half an hour (hourly rate shown)	89		89	93		93	4%		Discretionary
23. Temporary traffic restrictions for highway works (planned) (exempt VAT)									and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1

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Standard charge for one order	2,080		2,080	2,160		2,160	4%		Discretionary
24. Temporary traffic restrictions for highway works (emergency) (exempt VAT)									
Standard charge for one order	1480		1480	1,540		1,540	4%	Section 14/2 of the Road Traffic Regulation Act 1984.	Discretionary
25. Preparation of plans of temporary traffic restrictions / diversion routes									
** Note: A quotation will be provided based on the nature and extent of the works									
Minimum charge (up to 2 hrs of officer time)	175		175	182		182	4%		Discretionary
Any period of time in excess of one hour to the nearest half an hour (hourly rate shown)	89		89	93		93	4%		Discretionary
26. Damage to footpaths, street lighting etc (outside scope of VAT)									
Recharges for damage caused to footpaths/street lighting/street furniture (administration on-cost added to direct contractor cost).									
Cost Of works (Administrative costs)									
£0 to £1,000			35% or minimum £35			35% or minimum £35			Discretionary
£1,001 to £2,000			30% or minimum £310			30% or minimum £310			Discretionary
£2,001 and over			25% or minimum £515			25% or minimum £515			Discretionary
27. Memorial Seats On the Highway(outside scope of VAT)									
Charge for the supply and installation of a standard highway seat (1.8m) as a memorial, dedication or sponsored gift, including the supply and fixing of commemorative plaque.			The cost of supplying & fixing the seat incl. plaque plus 10% administration fee			The cost of supplying & fixing the seat incl. plaque plus 10% administration fee			Discretionary
28. Civic Centre Lettings (exempt VAT)									
Council Chamber:									
Mon-Fri	219		219	228		228	4%		Discretionary
Each Additional Hour	73		73	76		76	4%		Discretionary

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Saturday	270		270	280		280	4%		Discretionary
Each Additional Hour	88		88	91		91	3%		Discretionary
Sunday	355		355	370		370	4%		Discretionary
Each Additional Hour	109		109	113		113	4%		Discretionary
Committee Rooms 1 & 2 or Gallery:									
Mon-Fri	151		151	157		157	4%		Discretionary
Each Additional Hour	52		52	54		54	4%		Discretionary
Saturday	188		188	195		195	4%		Discretionary
Each Additional Hour	63		63	65		65	3%		Discretionary
Sunday	245		245	255		255	4%		Discretionary
Each Additional Hour	73		73	76		76	4%		Discretionary
Members' Lounge (By Special Arrangement):									
Mon-Fri	195		195	203		203	4%		Discretionary
Each Additional Hour	63		63	65		65	3%		Discretionary
Saturday	229		229	239		239	4%		Discretionary
Each Additional Hour	73		73	76		76	4%		Discretionary
Sunday	285		285	295		295	4%		Discretionary
Each Additional Hour	94		94	98		98	4%		Discretionary
Committee Rooms 3,5,6:									
Mon-Fri	96.00		96	100		100	4%		Discretionary
Each Additional Hour	34.00		34	35		35	3%		Discretionary
Saturday	120.00		120	125		125	4%		Discretionary
Each Additional Hour	44.00		44	46		46	5%		Discretionary
Sunday	145.00		145	151		151	4%		Discretionary

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Each Additional Hour	52		52	54		54	4%		Discretionary
Training Room Hire									Discretionary
Half Day				120		120			Discretionary
Full Day				200		200			Discretionary
29.Civic Centre Visitors Car Park Charges									
Up to 1 Hour	1.33	0.27	1.6	1.33	0.27	1.6	0%	Section 35 Road Traffic Regulation Act 1984	Discretionary
Up to 2 Hours	2.17	0.43	2.6	2.17	0.43	2.6	0%		Discretionary
Up to 3 Hours	3.92	0.78	4.7	3.92	0.78	4.7	0%		Discretionary
Up to 6 Hours	6.67	1.33	8	6.67	1.33	8	0%		Discretionary
6-24 Hours	12.50	2.50	15	12.50	2.50	15	0%		Discretionary
30. Special Refuse Collection (outside scope for VAT)									
Hourly rate (Minimum charge of one hour)	239		239	248		248	4%	The Environmental Protection Act 1990 The Controlled Waste (Eng & Wales) Regs 2012 Sched 1, para 4	Discretionary
30 a. Special Waste Service									
(Non business supply; outside the scope of VAT)									
Up to 4 items (both recycable and non recyclable)	30		30	30		30	0%		
Up to 8 items (both recycable and non recyclable)	50		50	50		50	0%		
Up to 12 items (both recycable and non recyclable)	70		70	70		70	0%		
Landlords/Agents-Up to 8 items	60		60	60		60	0%		
Landlords/Agents-Over 8 items	90		90	90		90	0%		
Additonal charge for Premium Collection Service (24 hour removal)	10		10	20		20	100%		
Single item-Mattress	10		10	10		10	0%		
House clearance (price per hour minimum 1.5 hours)	POA		POA	41.67	8.33	50			
31. Garden Waste Collection(outside scope for VAT)									
Resident charge for Garden Waste collection full year service fortnightly full rate	75		75	75		75	0%		Discretionary
Resident charge for Garden Waste collection full year service fortnightly concessionary rate for residents on means tested benefits	25		25	25		25	0%		Discretionary
Resident charge for Garden Waste summer collection service (May-Oct) fortnightly full rate	40		40	40		40	0%		Discretionary
Resident charge for Garden Waste summer collection service (May-Oct) fortnightly concessionary rate for residents on means tested benefits	15		15	15		15	0%		Discretionary

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32. Supply of Bins – Sales									
New/Additional/Change of 240 Litre Wheeled Bin	43.33	8.67	52	50.00	10.00	60	15%		Discretionary
1,100 Litre bin (flats, new developments)	466.67	93.33	560	537.50	107.50	645	15%		Discretionary
1280 litre recycling bin	529.17	105.83	635	608.33	121.67	730	15%		Discretionary
New Garden waste bin hire	5.00		5	5.00		5	0%		Discretionary
Food waste bins (7L and 23L) - issue of 3rd bin and above at premise	4.17	0.83	5	4.17	0.83	5	0%		Discretionary
Bio-bags (pack of 50)	2.08	0.42	2.5	2.08	0.42	2.50	0%		Discretionary
33. Trade Waste bin charges									
Replacement 120/240 litre trade bin	43.33	8.67	52	50	10	60	15%		Discretionary
Replacement 360 litre trade bin	43.33	8.67	52	50	10	60	15%		Discretionary
Replacement 660 litre trade bin	358.33	71.67	430	412.50	82.50	495	15%		Discretionary
Replacement 1100 litre trade bin	466.67	93.33	560	537.50	107.50	645	15%		Discretionary
Replacement 1280 litre trade bin	529.17	105.83	635	608.33	121.67	730	15%		Discretionary
Reinstatement of suspended trade contract	125.83	25.17	151	133.33	26.67	160	6%		Discretionary
Provision of replacement key	63.33	12.67	76	66.67	13.33	80	5%		Discretionary
** Note: All new trade contracts must be paid by Direct Debit									
33a. Trade Refuse Collection (Outside scope for VAT)									
								s47 Environmental Protection Act 1990 & s45(4) Environmental Protection Act 1990	
120 Litre bin (weekly charge)	6.60		6.60	6.60		6.60	0%		
240 Litre bin (weekly charge)	7.40		7.40	7.40		7.40	0%		
360 Litre bin (weekly charge)	8.30		8.30	8.30		8.30	0%		
660 Litre bin (weekly charge)	10.30		10.30	10.30		10.30	0%		
1,100 Litre bin (weekly charge)	15.10		15.10	15.10		15.10	0%		
Ad-hoc trade collection - on normal scheduled day - Charges as per schedule									
Ad-hoc trade collection - not on scheduled day - Double the charges above									
33b. Collections for Trade Recycling (Outside scope for VAT)									
240 Litre bin (weekly charge)	6.00		6.00	6.00		6.00	0%		
660 Litre bin (weekly charge)	8.50		8.50	8.50		8.50	0%		
1,280 Litre bin (weekly charge)	10.60		10.60	10.60		10.60	0%		
Ad-hoc trade collection - on normal scheduled day -			charge per bin size			charge per bin size plus £5			
Ad-hoc trade collection - not on scheduled day -			twice bin size			twice bin size plus £10			
33c. Commercial Food Waste Collection									
<i>(Non business supply; outside the scope of VAT)</i>									
140L (per collection)-Standard price	7.80		7.80	7.80		7.8	0%		
140L (per collection)-Concessionary price	6.73		6.73	6.73		6.73	0%		
240L (per collection)-Standard price	15.00		15.00	15.00		15	0%		
240L (per collection)-Concessionary price	11.22		11.22	11.22		11.22	0%		
33d. Commercial Waste Removal Service									

Community Fees & Charges

Appendix 2

Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
(if the council acts under the EPA 1990 s45(1) when providing this service, it will be non business. If it amounts to industrial waste, then the supply will be standard rated.)									
Hire of vehicle and driver-Full day	480.00	96.00	576.00	480.00	96.00	576.00	0%		
Hire of vehicle and driver-half day	260.00	52.00	312.00	260.00	52.00	312.00	0%		
Disposal charge for each load of specific waste (concrete,soil,subsoil or rubble)	165.00	33.00	198.00	165.00	33.00	198.00	0%		
Disposal charge for mixed waste (per tonne)	240.00	48.00	288.00	240.00	48.00	288.00	0%		
33e. Confidential Waste (Standard rated VAT)									
External businesses (per collection)	10.00	2.00	12.00	10.00	2.00	12.00	0%		
Schools and Internal services (per collection)	8.00	1.60	9.60	8.00	1.60	9.60	0%		
34. Clearance of contaminated wheeled bin (domestic, recycling or trade) reported by crew (i.e. "Heavy" or "contaminated" etc.) (Outside scope for									
"2 wheeled" bin	41		41	43		43	5%		Discretionary
"4 wheeled" bin	81		81	84		84	4%		Discretionary
35. Civic Amenity Site - Trade Waste Charges (outside scope of VAT)									
Disposal of residual trade waste (per tonne)	240		240	250		250	4%		Discretionary
Minimum charge	83		83	90		90	8%		Discretionary
Disposal of Green waste or cardboard (per tonne)	71		71	74		74	4%		Discretionary
Minimum charge	21		21	22		22	5%		Discretionary
Disposal of Scrap Metal (per tonne)	No charge		No charge	No charge		No charge			Discretionary
Trade Mattress (price per mattress)	16		16	17		17	6%		Discretionary
36. Public Conveniences (outside scope of VAT)*									
A.P.C charges	0.2		0.2	0.20		0.20	0%		Discretionary
37. Car Parking Charges									
37a. On-street charges (outside scope of VAT)								s45/46 Road Traffic Regulation Act 1984	
ZONE A (Pinner)									
BRIDGE STREET (per 20mins)	0.30		0.30	0.30		0.30	0%		Discretionary
MARSH ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
ZONE B (Stanmore)									
CHURCH ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
COVERDALE CLOSE (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
MERRION AVENUE (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
RECTORY LANE (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
THE BROADWAY (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
STANMORE HILL (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
ZONE C (Wealdstone)									
SANDRIDGE CLOSE (long stay - per visit)	4.20		4.20	4.20		4.20	0%		Discretionary
ZONE CA (Wealdstone East)									
CANNING ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary

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	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
GORDON ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
GRAHAM ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
GRANT ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
HIGH STREET (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
LADYSMITH ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
LOCKET ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
MASONS AVE (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
MONTROSE ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
SPENCER ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
THOMSON ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
HEADSTONE DRIVE (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
WOLSELEY ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
ZONE D (Harrow)									
COLLEGE ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
GREENHILL WAY (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
HEADSTONE ROAD (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
JUNCTION ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
LYON ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
ST JOHN'S ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
STATION ROAD SLIP ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
ZONE E (Harrow)									
GROVE HILL (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
LANSDOWNE ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
LOWLANDS ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
PETERBOROUGH ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
WHITEHALL ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
ZONE F (Harrow)									
BONNERSFIELD LANE, near Station Rd junction (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
BONNERSFIELD LANE, between Courtfield Ave and Northwick Pk Rd (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
BONNERSFIELD LANE, beyond Northwick Park Road (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
CRYSTAL WAY (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
FLAMBARD ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
SHEEPCOTE ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
STATION ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
ZONE H (Stanmore)									
LONDON ROAD (per 30 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
COURT DRIVE (per 30 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
BROCKLEYSIDE (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
LONDON ROAD (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
ZONE K (Harrow)									
BLAWITH ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
DOMINION PARADE (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
HIGH MEAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
NIBTHWAITE ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
STATION ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
ZONE L (Rayners Lane)									
ALEXANDRA AVENUE (20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
IMPERIAL DRIVE (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
RAYNERS LANE (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
VILLAGE WAY EAST (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary

Community Fees & Charges

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
WARDEN AVENUE (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
ZONE M (South Harrow)									
BROOKE AVENUE (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
BROOKE AVENUE (long stay - per visit)	4.20		4.20	4.20		4.20	0%		Discretionary
EASTCOTE ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
NORTHOLT ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
PARKFIELD ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
SCARSDALE ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
SHERWOOD ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
SOUTH HILL AVENUE (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
SOUTH HILL AVENUE (long stay - per visit)	4.20		4.20	4.20		4.20	0%		Discretionary
STANLEY ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
WARGRAVE ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
WHITBY ROAD (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
ZONE N (Sudbury Hill)									
CAVENDISH AVENUE (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
FERNBANK AVENUE (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
GREENFORD ROAD (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
ROSEBANK AVENUE (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
ZONE P (Harrow)									
ROSSLYN CRESCENT (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
ZONE R (Harrow)									
WOODLANDS ROAD (per 20 mins)	0.80		0.80	0.80		0.80	0%		Discretionary
ZONE S (Harrow)									
ELMWOOD AVENUE (per 20 mins)	0.30		0.30	0.30		0.30	0%		Discretionary
ZONE TA (Edgware South)									
HANDEL WAY (per 20 mins)	0.50		0.50	0.50		0.50	0%		Discretionary
MEAD ROAD (per 20 mins)	0.50		0.50	0.50		0.50	0%		Discretionary
WHITCHURCH LANE (per 20 mins)	0.50		0.50	0.50		0.50	0%		Discretionary
ZONE TB (Edgware North)									
CANONS DRIVE (per 20 mins)	0.50		0.50	0.50		0.50	0%		Discretionary
EDGWARE ROAD (per 20 mins)	0.50		0.50	0.50		0.50	0%		Discretionary
MONTGOMERY ROAD (per 20 mins)	0.50		0.50	0.50		0.50	0%		Discretionary
RYE WAY (per 20 mins)	0.50		0.50	0.50		0.50	0%		Discretionary
ZONE U (Pinner road & County Roads)									
BEDFORD ROAD (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
DEVONSHIRE ROAD (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
OXFORD ROAD (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
PINNER ROAD (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
PINNER VIEW (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
RUTLAND ROAD (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
NEPTUNE ROAD (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
ZONE V (West Harrow)									
UNNAMED ROAD off Vaughan Road (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
ZONE W (West Harrow)									
BLENHEIM ROAD (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
THE GARDENS (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
ZONE X (Burnt Oak)									
BACON LANE (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
BURNT OAK BROADWAY (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary
COLUMBIA AVENUE (per 20 mins)	0.10		0.10	0.10		0.10	0%		Discretionary

Community Fees & Charges

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
Long stay - per visit	9.50	1.90	11.40	9.50	1.90	11.40	0%		Discretionary
Per 60 mins	0.67	0.13	0.80	0.67	0.13	0.80	0%		Discretionary
Waxwell Lane									
Long stay - per visit	9.50	1.90	11.40	9.50	1.90	11.40	0%		Discretionary
Per 60 mins	0.67	0.13	0.80	0.67	0.13	0.80	0%		Discretionary
The Broadway									
Per 60 mins	0.67	0.13	0.80	0.67	0.13	0.80	0%		Discretionary
Stanmore									
Per 60 mins	0.67	0.13	0.80	0.67	0.13	0.80	0%		Discretionary
West House									
up to 30mins	Free		Free	Free		Free			Discretionary
Per 60 mins	0.67	0.13	0.80	0.67	0.13	0.80	0%		Discretionary
Over 6 hrs	9.50	1.90	11.40	9.50	1.90	11.40	0%		Discretionary
Kenton Lane and Kinghill Drive, Belmont									Discretionary
P&D (per hour)	0.17	0.03	0.20	0.17	0.03	0.20			Discretionary
37c. On Street Residents Permits (outside scope of VAT)									Discretionary
s45 Road Traffic Reg Act 1984									Discretionary
Residents Permits : Annual Charges									Discretionary
1st Vehicle	70		70	70		70	0%		Discretionary
2nd Vehicle	105		105	105		105	0%		Discretionary
3rd Vehicle	140		140	140		140	0%		Discretionary
4th Vehicle	175		175	175		175	0%		Discretionary
Environmentally Friendly Vehicles	No charge			No charge		No charge			Discretionary
<p>Officers have reviewed the issue of permits and the administrative costs. Permits will continue to be issued for 12 months, and an administration fee of £25 for the surrender of a permit. Whole months only are refunded. Where the amount to be refunded is equal to or less than the administration fee, no refund will be made. This practice has been in place for some time. Permits will only be issued for 12 months, but no charge will be made for a change in registration of the vehicle.</p>									
37d. On Street Visitors Permits (outside scope of VAT). s45 Road Traffic Residents Permits (book of 10)									Road Traffic Regulation Act 1984
Note: (50% discount on visitor permits for senior citizens, or disabled residents in receipt of disability benefits or attendance allowance).									
All visitors permits (book of 10)	17.50		17.50	17.50		17.50	0%		Discretionary
37e. Off - Street Business Permits (Car Parks). s35 Road Traffic Regulation Act 1984									s35 Road Traffic Regulation Act 1984
Pinner, Wealdstone									
Reg. No. Specific: 3 months	305.00	61.00	366.00	238	47.67	286.00	-22%		Discretionary
Reg. No. Specific: 6 months	380.00	76.00	456.00	455	91	546	20%		Discretionary
Reg. No. Specific: Annual	550.00	110.00	660.00	867	173	1,040	58%		Discretionary
Company: per annum - marked specific bay	710.00	142.00	852.00	907	181	1,240	46%		Discretionary
North Harrow									
Reg. No. Specific: 3 months	305.00	61.00	366.00	167	33.33	200.00	-45%		Discretionary
Reg. No. Specific: 6 months	380.00	76.00	456.00	319	64	383	-16%		Discretionary
Reg. No. Specific: Annual	550.00	110.00	660.00	607	121	728	10%		Discretionary
Company: per annum - marked specific bay	710.00	142.00	852.00	773	155	928	9%		Discretionary
Central Harrow - Long Stay									
Reg. No. specific: 3 months	305.00	61.00	366.00	200	40.00	240.00	-34%		Discretionary
Reg. No. specific: 6 months	445.00	89.00	534.00	383	77	459	-14%		Discretionary

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	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
Domestic premises (price for a course of treatment, up to three visits)	103.33	20.67	124.00	103.33	20.67	124.00	0%	Prevention of Damage by Pests Act 1949 (please note that the provision of pest control is not expressly stipulated in the Act. However, the Act does provide that local authorities must "take such steps as may be necessary to secure as far as practicable that their district is kept free from rats and mice," keep its own land free from mice and rats and enforce the duties of owners and occupiers. There is no duty to provide pest control services in house).	Discretionary
Domestic premises (additional visit and treatment as part of a course of treatment)	28.33	5.67	34.00	28.33	5.67	34.00	0%	Prevention of Damage by Pests Act 1949 (please note that the provision of pest control is not expressly stipulated in the Act. However, the Act does provide that local authorities must "take such steps as may be necessary to secure as far as practicable that their district is kept free from rats and mice," keep its own land free from mice and rats and enforce the duties of owners and occupiers. There is no duty to provide pest control services in house).	Discretionary
Commercial premises (per visit, min 2 visits)	116.67	23.33	140.00	116.67	23.33	140.00	0%	Prevention of Damage by Pests Act 1949 (please note that the provision of pest control is not expressly stipulated in the Act. However, the Act does provide that local authorities must "take such steps as may be necessary to secure as far as practicable that their district is kept free from rats and mice," keep its own land free from mice and rats and enforce the duties of owners and occupiers. There is no duty to provide pest control services in house).	Discretionary

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
Commercial additional half-hour thereafter	46.67	9.33	56.00	46.67	9.33	56.00	0%	Prevention of Damage by Pests Act 1949 (please note that the provision of pest control is not expressly stipulated in the Act. However, the Act does provide that local authorities must "take such steps as may be necessary to secure as far as practicable that their district is kept free from rats and mice," keep its own land free from mice and rats and enforce the duties of owners and occupiers. There is no duty to provide pest control services in house).	Discretionary
40a (ii) Bed Bugs									
Residential premises (3 bed semi size property) (min 2 visits).	208.33	41.67	250.00	208.33	41.67	250.00	0%		Discretionary
Bed bugs per additional bedroom (At the same treatment)	22.50	4.50	27.00	22.50	4.50	27.00	0%	Housing Act 2004 Prevention of Damage by Pests Act 1949 (please note that the provision of pest control is not expressly stipulated in the Act. However, the Act does provide that local authorities must "take such steps as may be necessary to secure as far as practicable that their district is kept free from rats and mice," keep its own land free from mice and rats and enforce the duties of owners and occupiers. There is no duty to provide pest control services in house).	Discretionary
40a (iii) Cockroaches									
Gel baits (for two sequential visits to one premises) (3 bed semi size property)	116.67	23.33	140.00	116.67	23.33	140.00	0%	Housing Act 2004	Discretionary
Cockroaches per additional bedroom (At the same treatment)	22.50	4.50	27	22.50	4.50	27	0%		Discretionary
								Prevention of Damage by Pests Act 1949 (please note that the provision of pest control is not expressly stipulated in the Act. However, the Act does provide that local authorities must "take such steps as may be necessary to secure as far as practicable that their district is kept free from rats and mice," keep its own land free from mice and rats and enforce the duties of owners and occupiers. There is no duty to provide pest control services in house).	

Community Fees & Charges

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
a. Level 2 Certificate in Food Hygiene or Health & Safety	88		88	88		88	0%	Food Safety and Hygiene (England) Reg	Discretionary
b. Level 2 Certificate in Food Hygiene exam resit	23		23	23		23	0%	Food Safety and Hygiene (England) Reg	Discretionary
c. Basic Food Hygiene Update – Level 1	56		56	56		56	0%	Food Safety and Hygiene (England) Reg	Discretionary
d. Level 3 Food Hygiene Course (3 Days)	247		247	247		247	0%	Food Safety and Hygiene (England) Reg	Discretionary
e. Level 3 Food Hygiene Course Exam resit	158		158	158		158	0%	Food Safety and Hygiene (England) Reg	Discretionary
f. Level 3 Course reduced fee for Harrow staff linked to the training of Social Services staff in food hygiene.	79		79	79		79	0%	Food Safety and Hygiene (England) Reg	Discretionary
g. Level 3 Course reduced fee for Harrow staff, (exam re-sit at cost)	51		51	51		51	0%	Food Safety and Hygiene (England) Reg	Discretionary
h. Level 4 Food Hygiene Course (5 Days)	620		620	620		620	0%	Food Safety and Hygiene (England) Reg	Discretionary
i. Level 4 Food Hygiene Course Exam Re-sit	169		169	169		169	0%	Food Safety and Hygiene (England) Reg	Discretionary
j. Level 4 Course reduced fee for Harrow Teachers linked to the training of Harrow school pupils in food hygiene.	79		79	79		79	0%	Food Safety and Hygiene (England) Reg	Discretionary
k. Level 4 Course reduced fee for Harrow Teachers, Exam re-sit (at cost)	51		51	51		51	0%	Food Safety and Hygiene (England) Reg	Discretionary
l. Half Day Course	52		52	52		52	0%	Food Safety and Hygiene (England) Reg	Discretionary
m. Full Day Course	88		88	88		88	0%	Food Safety and Hygiene (England) Reg	Discretionary
n. Level 2 Certificate in Food Hygiene taught in a client's own premises within the Borough. Up to a maximum of 25 persons per course. Additional charges for any travel outside the borough, subject to full recovery of costs and administration.	On agreement		On agreement	On agreement		On agreement		Food Safety and Hygiene (England) Reg	Discretionary
o. National Certificate for Personal License Holders, level 2 qualification.	208		208	208		208	0%	Food Safety and Hygiene (England) Reg	Discretionary
p. Standard fee for up to 15 candidates	1010		1010	1010		1010	0%	Food Safety and Hygiene (England) Reg	Discretionary
q. Additional fee per candidate over 15 (subject to maximum of 25 persons)	46		46	46		46	0%	Food Safety and Hygiene (England) Reg	Discretionary
r Other classroom based								Food Safety and Hygiene (England) Regulations 2013 EC Regulation 852/2004 (Article 6(2))	
Level 1 Health & Safety				50		50		Health and Safety at Work Act 1974	Discretionary
Level 3 Health & Safety				247		247		Health and Safety at Work Act 1974	Discretionary
Risk Assessment				50		50		Health and Safety at Work Act 1974	Discretionary
Level 2 Risk Assessment				75		75		Health and Safety at Work Act 1974	Discretionary
Level 3 Risk Assessment				247		247		Health and Safety at Work Act 1974	Discretionary
Manual Handling				50		50		Health and Safety at Work Act 1974	Discretionary
Lone Working				50		50		Health and Safety at Work Act 1974	Discretionary
Stress				50		50		Health and Safety at Work Act 1974	Discretionary
Fire Safety Awareness				50		50		The Regulatory Reform (Fire Safety) Ord	Discretionary
Level 2 Fire Safety				75		75		The Regulatory Reform (Fire Safety) Ord	Discretionary
Fire Risk Assessment				75		75		The Regulatory Reform (Fire Safety) Ord	Discretionary
Fire Warden/Marshall				50		50		The Regulatory Reform (Fire Safety) Ord	Discretionary
Level 2 Hazard Critical Control Points				75		75		The Regulatory Reform (Fire Safety) Ord	Discretionary
Level 3 Hazard Critical Control Points				247		247		The Regulatory Reform (Fire Safety) Order 2005 England and Wales	Discretionary
Level 1 Food Hygiene and Safety				75		75		Food Safety and Hygiene (England) Regulations 2013	Discretionary
Level 3 Supervising Food Safety				247		247		Food Safety and Hygiene (England) Regulations 2013	Discretionary
Level 4 Managing Food Safety				595		595		Food Safety and Hygiene (England) Regulations 2013	Discretionary
Level 2 Nutrition and Health				75		75		Food Safety and Hygiene (England) Regulations 2013	Discretionary

Community Fees & Charges

Appendix 2

Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
COSHH				50		50		Control of Substances Hazardous to Health 2002	Discretionary
Premises Manager				75		75		Control of Substances Hazardous to Health 2002	Discretionary
Asbestos Awareness				50		50		Asbestos Regulations 2000	Discretionary
Legionella Awareness				50		50		Control of Substances Hazardous to Health 2002	Discretionary
Level 2 National Certificate for Personal License Holders				208		208		Licensing Act 2003	Statutory Discretionary
r E-learning									Discretionary
Level 1 Course - On line Food Safety				25		25		Section 6 of The Food Hygiene (England)	Discretionary
Level 2 Course - On line (Food Hygiene, Health & Safety, Manual Handling, Risk Assessments)				25		25		Section 6 of The Food Hygiene (England)	Discretionary
Level 3 Course - On line (Food Safety, Health & Safety)				200		200		Food Safety and Hygiene (England) Regulations 2013	Discretionary
Care Certificate On Line				45		45		Care Act 2014	Discretionary
Spectator Safety				45		45		The Safety at Sports Grounds Act 1975 and the Fire Safety of Sports Act 1987	Discretionary
Understanding Spectator Safety at Events				45		45		Care Act 2014	Discretionary
Care Certificate - Communication				45		45		Care Act 2014	Discretionary
Care Certificate - Privacy & Dignity				45		45		Care Act 2014	Discretionary
Care Certificate - Fluids & Nutrition				45		45		Care Act 2014	Discretionary
Care Certificate - Mental Health, Dementia & Learning Disability				45		45		Care Act 2014	Discretionary
Care Certificate - Safeguarding Adults				45		45		Care Act 2014	Discretionary
Care Certificate - Safeguarding Children				45		45		Care Act 2014	Discretionary
Care Certificate - Basic Life Support				45		45		Care Act 2014	Discretionary
Care Certificate - Health & Safety				45		45		Care Act 2014, Health and Safety Act 1974	Discretionary
Care Certificate - Handling Information				45		45		Care Act 2014, Health and Safety Act 1974	Discretionary
45. Copies of entries on Public Register									
Data Extraction			12	12.50		12.50	4%		Discretionary
Copy charge per A4 page	0.10	0.02	0.12	0.10	0.02	0.12	0%		Discretionary
46. Copies of entries on Food Premises Register (exempt VAT)								The Food Safety and Hygiene (England) Regulations 2013	
a) Single entry (up to 100 entries)	11		11	12		12	9%	Food Safety and Hygiene (England) Regulations 2013	Discretionary
b) Part Register (100 entries)	325		325	337		337	4%	Food Safety and Hygiene (England) Regulations 2013	Discretionary
c) Part Register (200 entries)	650		650	675		675	4%	Food Safety and Hygiene (England) Regulations 2013	Discretionary
d) Part/Whole Register	1,080		1,080	1,120		1,120	4%	Food Safety and Hygiene (England) Regulations 2013	Discretionary
47. Environmental Information (regulations)								Environmental Information Regulations 2004	Statutory Discretionary

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
** Note: Access to this information is in most circumstances free of charge. However reasonable charges can be made for supplying additional information. Charges, where levied, will be chiefly for the copying of documents, officer time to provide more detailed work including, for example the review or preparation of reports, letter, opinions, etc. The Council also receives periodic requests for information, which do not fall under the remit of the above regulations. The same fee is applied to reflect the cost of provision of this service. The charging structure includes the waiver of fees for provision of information to individuals and organisations of a registered charity. In this way the charging structure is not intended to be detrimental to such persons or bodies with a genuine interest in the local environment.								Environmental Information Regulations 2004	Statutory Discretionary
Minimum charge:								Environmental Information Regulations 2004	Statutory Discretionary
Allowing one hour of officer time	58		58	61		61	5%	Environmental Information Regulations 2004	Statutory Discretionary
Every hour or part hour thereafter	58		58	61		61	5%	Environmental Information Regulations 2004	Statutory Discretionary
Fees for copies:								Environmental Information Regulations 2004	Statutory Discretionary
A4 photocopy (where copying has to be put out to a commercial company, fees are the commercial copy costs plus any costs to the council.)	0.10	0.02	0.12	0.10	0.02	0.12	0%	Environmental Information Regulations 2004	Statutory Discretionary
48. Health, Safety and Environmental Information per hour or part hour								Health & Safety at Work Act	
Provision of a statement of fact or provision of information with regard to civil/statutory investigations undertaken by the Council. The Health & Safety at work act permits a fee to be charged for the provision of this information	84		84	87		87	4%		Discretionary
49. Immigration Employment Requests									
** Note: The service (principally food team) receives an increasing number of requests from business that are seeking immigration clearance for employees entering the UK for employment purposes. The request requires official notification that the business is registered and or licensed with the council and is trading within its area.								Immigration, Asylum and Nationality Act 2006	
Standard Fee	84		84	87		87	4%	Immigration, Asylum and Nationality Act 2006	Discretionary
Every hour or part hour thereafter if visits required	84		84	87		87	4%	Immigration, Asylum and Nationality Act 2006	Discretionary
50. Health Certificates									
Companies requests for health certificates for foods being exported outside the EC (outside scope of VAT).	108		108	112		112	4%		Discretionary
51. Service of Hazard Awareness Notice								Housing Act 2004	Statutory Discretionary
Charge per hour of work involved	81		81	84		84	4%	Housing Act 2004	Statutory Discretionary

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
52. Prohibition/Emergency Prohibition Orders									
Charge per hour of work involved	81		81	84		84	4%	Housing Act 2004	Statutory Discretionary
								Housing Act 2004	Statutory Discretionary
53. CCTV Fees (outside scope of VAT)									
This is the cost of providing CCTV footage on CD including delivery. Viewing at the civic centre is free.	11		11	10		10	-9%	Data Protection Act 1998	Statutory Discretionary
Copying and Purchase of a recording			Cost +15%			Cost +15%		Data Protection Act 1998	Statutory Discretionary
Search charge to insurers/ solicitors to determine availability of record footage regarding road traffic incidents. (Service provided subject to staff availability and maintained at the same level as Data Protection Requests).	11		11	10		10	-9%	Road Traffic Act 1988	Discretionary
Charge to insurers of recordings regarding road traffic incidents. (Service provided subject to staff availability).	79		79	85		85	8%	Road Traffic Act 1988	Discretionary
54. Stray Dogs									
Statutory dog return fee	25		25	25		25	0%	Reg 2 - Environmental Protection (Stray Dogs) Regulations 1992/288; pursuant to s149 EPA 1990	Statutory
55. Local Authority Pollution Control									
55a. Application Fee									
Standard Process	1,579		1,579	1,579		1,579	0%		Statutory
Additional fee for operating without a permit	1,137		1,137	1,137		1,137	0%		Statutory
PVRI, SWOBs and Dry Cleaners Reduced Fee Activities	148		148	148		148	0%		Statutory
PVR I & II combined	246		246	246		246	0%		Statutory
Other Reduced Fee Activities	346		346	346		346	0%		Statutory
Reduced fee activities: Additional fee for operating without a permit	68		68	68		68	0%		Statutory
Standard Mobile Plant for the 1 st & 2 nd applications	1,579		1,579	1,579		1,579	0%		Statutory
For the 3 rd to 7 th applications	943		943	943		943	0%		Statutory
For the 8 th and subsequent applications	477		477	477		477	0%		Statutory
Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts									
55b Annual Subsistence Charge									
Standard process Low	739		739	739		739	0%		Statutory
Additional amounts charged where a permit is for a combined Part B and waste installation	99		99	99		99	0%		Statutory
Standard process Medium	1,111		1,111	1,111		1,111	0%		Statutory
Additional amounts charged where a permit is for a combined Part B and waste installation	149		149	149		149	0%		Statutory
Standard process High	1,672		1,672	1,672		1,672	0%		Statutory
Additional amounts charged where a permit is for a combined Part B and waste installation	198		198	198		198	0%		Statutory
Reduced fee activities Low	76		76	76		76	0%		Statutory
Reduced fee activities Med	151		151	151		151	0%		Statutory
Reduced fee activities High	227		227	227		227	0%		Statutory
PVR I & II combined Low	108		108	108		108	0%		Statutory
PVR I & II combined Medium	216		216	216		216	0%		Statutory

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
PVR I & II combined High	326		326	326		326	0%		Statutory
Other Reduced Fee Activities Low	218		218	218		218	0%		Statutory
Other Reduced Fee Activities Medium	349		349	349		349	0%		Statutory
Other Reduced Fee Activities High	524		524	524		524	0%		Statutory
Standard Mobile Plant 1st & 2nd permits Low	618		618	618		618	0%		Statutory
Standard Mobile Plant 1st & 2nd permits Medium	989		989	989		989	0%		Statutory
Standard Mobile Plant 1st & 2nd permits High	1,484		1,484	1,484		1,484	0%		Statutory
Standard Mobile Plant 3rd to 7th permits Low	368		368	368		368	0%		Statutory
Standard Mobile Plant 3rd to 7th permits Medium	590		590	590		590	0%		Statutory
Standard Mobile Plant 3rd to 7th permits High	884		884	884		884	0%		Statutory
Standard Mobile Plant 8th and subsequent permits Low	189		189	189		189	0%		Statutory
Standard Mobile Plant 8th and subsequent permits Medium	302		302	302		302	0%		Statutory
Standard Mobile Plant 8th and subsequent permits High	453		453	453		453	0%		Statutory
Late payment Fee	50		50	50		50	0%		Statutory
Where a Part B installation is subject to reporting under the E-PRTR Regulation,									
55c Transfer and Surrender									
Standard process transfer	162		162	162		162	0%		Statutory
Standard process partial transfer	476		476	476		476	0%		Statutory
New operator at low risk reduced fee activity (extra one-off subsistence charge)	75		75	75		75	0%		Statutory
Reduced fee activities: partial transfer	45		45	45		45	0%		Statutory
55d Temporary Transfer for mobiles									
First transfer	51		51	51		51	0%		Statutory
Repeat following enforcement or warning	51		51	51		51	0%		Statutory
55e Substantial Changes s10 & s11									
Standard Process	1,005		1,005	1,005		1,005	0%		Statutory
Standard process where the substantial change results in a new PPC activity	1,579		1,579	1,579		1,579	0%		Statutory
Reduced Fee Activities	98		98	98		98	0%		Statutory
55f LA-IPPC Fees & Charge (Local Authority Integrated Pollution, prevention and control.)									
Application	3,218		3,218	3,218		3,218	0%		Statutory
Additional fee for operating without a permit	1,137		1,137	1,137		1,137	0%		Statutory
Annual Subsistence Low Risk	1,384		1,384	1,384		1,384	0%		Statutory
Annual Subsistence Medium Risk	1,541		1,541	1,541		1,541	0%		Statutory
Annual Subsistence High Risk	2,233		2,233	2,233		2,233	0%		Statutory
Substantial Variation	1,309		1,309	1,309		1,309	0%		Statutory
Transfer	225		225	225		225	0%		Statutory
Partial Transfer	668		668	668		668	0%		Statutory
Surrender	668		668	668		668	0%		Statutory
56. Application for a new premises or club premises licence or to vary a premises or a club premises licence								Licensing Act 2003 (Fees) Regulations 2005	
Non domestic Rateable Value Band									
£0 to £4,300	100		100	100		100	0%	Regulation 4 & Schedule 2	Statutory
£4,301 to £33,000	190		190	190		190	0%	As above	Statutory
£33,001 to £87,000	315		315	315		315	0%	As above	Statutory
£87,001 to £125,000	450		450	450		450	0%	As above	Statutory
£125,001 and above	635		635	635		635	0%	As above	Statutory

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	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
57. Application fee for Premises exclusively or primarily in the business of selling alcohol for consumption on the premises									
Band D	900		900	900		900	0%	Regulation 4 & Schedule 2	Statutory
Band E	1905		1905	1905		1905	0%	As above	Statutory
58. Annual renewal fee for premises or club premises licence									
Band A	70		70	70		70	0%	Regulation 5 and Schedule 2	Statutory
Band B	180		180	180		180	0%	As above	Statutory
Band C	295		295	295		295	0%	As above	Statutory
Band D	320		320	320		320	0%	As above	Statutory
Band E	350		350	350		350	0%	As above	Statutory
58A. Annual renewal fee for Premises exclusively or primarily in the business of selling alcohol for consumption on the premises									
Band D	640		640	640		640	0%	Regulation 5 & Schedule 2	Statutory
Band E	1050		1050	1050		1050	0%	As above	Statutory
59. Exceptionally large events									
Number in attendance at any one time									
5,000 to 9,999	1,000		1,000	1,000		1,000	0%	Regulation 4 & Schedule 3	Statutory
10,000 to 14,999	2,000		2,000	2,000		2,000	0%	As above	Statutory
15,000 to 19,999	4,000		4,000	4,000		4,000	0%	As above	Statutory
20,000 to 29,999	8,000		8,000	8,000		8,000	0%	As above	Statutory
30,000 to 39,999	16,000		16,000	16,000		16,000	0%	As above	Statutory
40,000 to 49,999	24,000		24,000	24,000		24,000	0%	As above	Statutory
50,000 to 59,999	32,000		32,000	32,000		32,000	0%	As above	Statutory
60,000 to 69,999	40,000		40,000	40,000		40,000	0%	As above	Statutory
70,000 to 79,999	48,000		48,000	48,000		48,000	0%	As above	Statutory
80,000 to 89,999	56,000		56,000	56,000		56,000	0%	As above	Statutory
90,000 and over	64,000		64,000	64,000		64,000	0%	As above	Statutory
60. Personal Licences, Temporary Events & Other Fees									
Application for a grant or renewal of personal licence	37		37	37		37	0%	Regulation 8 & Schedule 3	Statutory
Theft, loss etc. of premises licence or summary	10.5		10.5	10.5		10.5	0%	As above	Statutory
Application for a provisional statement where premises being built etc	315		315	315		315	0%	As above	Statutory
Notification of change of name or address	10.5		10.5	10.5		10.5	0%	As above	Statutory
Application to vary licence to specify individual as premises supervisor	23		23	23		23	0%	As above	Statutory
Application for transfer of premises licence	23		23	23		23	0%	As above	Statutory
Interim authority notice following death etc of licence holder	23		23	23		23	0%	As above	Statutory
Theft, loss etc of certificate or summary	10.5		10.5	10.5		10.5	0%	As above	Statutory
Notification of change of name or alteration of rules of club	10.5		10.5	10.5		10.5	0%	As above	Statutory
Change of relevant registered address of club	10.5		10.5	10.5		10.5	0%	As above	Statutory
Temporary Event Notice	21		21	21		21	0%	As above	Statutory
Theft, loss etc of temporary event notice	10.5		10.5	10.5		10.5	0%	As above	Statutory
Theft, loss etc of personal licence	10.5		10.5	10.5		10.5	0%	As above	Statutory
Duty to notify change of name or address	10.5		10.5	10.5		10.5	0%	As above	Statutory

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
Right of freeholder etc to be notified of licensing matters	21		21	21		21	0%	As above	Statutory
61. Gambling Act 2005									
Betting Premises (Other) Licence Application								Gambling Act (Premises Licence Fees) (Eng & Wales) Regs 2007	
- New	3,000		3,000	3,000		3,000	0%	Regulation 5 & Schedule 1	Statutory
- Annual fee	600		600	600		600	0%	Regulation 8 & Schedule 1	Statutory
- Variation	1,500		1,500	1,500		1,500	0%	Regulation 11 & Schedule 1	Statutory
- Transfer	1,200		1,200	1,200		1,200	0%	Regulation 12 & Schedule 1	Statutory
62. Bingo Premises Licence									
- New	3,500		3,500	3,500		3,500	0%	Regulation 5 & Schedule 1	Statutory
- Annual fee	1,000		1,000	1,000		1,000	0%	Regulation 8 & Schedule 1	Statutory
- Variation	1,750		1,750	1,750		1,750	0%	Regulation 11 & Schedule 1	Statutory
- Transfer	1,200		1,200	1,200		1,200	0%	Regulation 12 & Schedule 1	Statutory
62A. Adult Gaming Centres									
- New	2,000		2,000	2,000		2,000	0%	Regulation 5 & Schedule 1	Statutory
- Annual fee	1,000		1,000	1,000		1,000	0%	Regulation 8 & Schedule 1	Statutory
- Variation	1,000		1,000	1,000		1,000	0%	Regulation 11 & Schedule 1	Statutory
- Transfer	1,200		1,200	1,200		1,200	0%	Regulation 12 & Schedule 1	Statutory
62B. Gaming Machines & Lotteries									
Small Society Lotteries application for a new licence	40		40	40		40	0%	Regulation 3 Small Society Lotteries (Registration of Non-Commercial Societies) Regulations 2007	Statutory
Small Society Lotteries annual fee	20		20	20		20	0%	Regulation 5 Small Society Lotteries (Registration of Non-Commercial Societies) Regulations 2007	Statutory
Notification of gaming machines in alcohol licensed premises	50		50	50		50	0%	Regulation 3 Gaming Machines in Alcohol Licensed Premises (Notification Fee) (England and Wales) Regulations 2007	Statutory
Notification of more than two machines	100		100	100		100	0%	Regulation 3 Gambling Act 2005 (Licensed Premises Gaming Machine Permits) (England and Wales) Regulations 2007	Statutory
Annual fee	50		50	50		50	0%	Regulation 5 Gambling Act 2005 (Licensed Premises Gaming Machine Permits) (England and Wales) Regulations 2007	Statutory
Club Gaming Permits	200		200	200		200	0%	Regulation 8 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory

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	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
Annual Fee	50		50	50		50	0%	Regulation 12 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory
Club Machine Permits	100		100	100		100	0%	Regulation 8 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory
Annual fee	50		50	50		50	0%	Regulation 12 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory
63. Street Works permits (London Permit Scheme)									
63a. Category 0-2 and Traffic Sensitive Streets									
Type of street works (per successful application)									
Provisional Advance Authorisation Type 0,1, 2 or traffic sensitive road	105		105	105		105	0%	Appendix D, Table 1	Statutory
Major works Type 0,1, 2 or traffic sensitive road	234		234	234		234	0%	Appendix D, Table 1	Statutory
Standard works Type 0,1, 2 or traffic sensitive road	130		130	130		130	0%	Appendix D, Table 1	Statutory
Minor works Type 0,1, 2 or traffic sensitive road	65		65	65		65	0%	Appendix D, Table 1	Statutory
Immediate works Type 0,1, 2 or traffic sensitive road	60		60	60		60	0%	Appendix D, Table 1	Statutory
Permit Variation Type 0,1, 2 or traffic sensitive road	45		45	45		45	0%	Appendix D, Table 1	Statutory
63b. Category 3-4 Non-Traffic Sensitive Streets									
Type of street works (per successful application)									
Provisional Advance Authorisation Type 3 or 4 non traffic sensitive road	75		75	75		75	0%	Appendix D, Table 1	Statutory
Major Works Type 3 or 4 non traffic sensitive road	150		150	150		150	0%	Appendix D, Table 1	Statutory
Standard Works Type 3 or 4 non traffic sensitive road	75		75	75		75	0%	Appendix D, Table 1	Statutory
Minor Works Type 3 or 4 non traffic sensitive road	45		45	45		45	0%	Appendix D, Table 1	Statutory
Immediate Works Type 3 or 4 non traffic sensitive road	40		40	40		40	0%	Appendix D, Table 1	Statutory
Permit Variation Type 3 or 4 non traffic sensitive road	35		35	35		35	0%	Appendix D, Table 1	Statutory
64. Street Works - Fixed Penalty Charges									
Applies to statutory undertakers or holders of street works licenses. FPNs issued									
(i) For offences committed under New Roads and Street works Act 1991 sections 54(5), 55(5), 55(9), 57(4), 70(6), 74. (payment within 36 days)	120		120	120		120	0%	Regulation 7 & Schedule 2	Statutory
Discounted amount for early payment (payment within 29 days)	80		80	80		80	0%	As above	Statutory
Traffic Management Permit Scheme (England) Regulations 2007									
(ii) For working without a permit (payment within 36 days)	500		500	500		500	0%	Regulation 24	Statutory
Discounted amount for early payment (payment within 29 days)	300		300	300		300	0%	Regulation 25	Statutory
65. Street works - Inspection fees									
Street Works (Inspection Fees) (England) Regulations 2002									
Sample Inspection. Charges per inspection	50		50	50		50	0%	Regulation 3	Statutory
Defect Inspection. Charges per inspection	47.5		47.5	47.5		47.5	0%	NRSWA 1991 Code of Practice for Inspections	Statutory Discretionary
Inspection following third party report. Charge for inspection if reinstatement found to be defective	68		68	68		68	0%	NRSWA 1991 Code of Practice for Inspections	Statutory Discretionary
Investigatory Inspection. Charge for inspection if reinstatement found to be defective	50		50	50		50	0%	NRSWA 1991 Code of Practice for Inspections	Statutory Discretionary

Community Fees & Charges

Appendix 2

Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
66. Street Works - Charges for prolonged occupation of the highway								The Street Works (Charges for Unreasonably Prolonged Occupation of the Highway) (England) Regulations 2009	
Carriageway - category 0 & 1 (traffic sensitive) - first 3 days	5,000		5,000	5,000		5,000	0%	Regulation 9	Statutory
Carriageway - category 0 & 1 (traffic sensitive) - per day in excess of 3 days	10,000		10,000	10,000		10,000	0%	As above	Statutory
Carriageway - category 0 & 1 (not traffic sensitive) - first 3 days	2,500		2,500	2,500		2,500	0%	As above	Statutory
Carriageway - category 0 & 1 (not traffic sensitive) - per day in excess of 3 days	2,500		2,500	2,500		2,500	0%	As above	Statutory
Carriageway - category 2 (traffic sensitive) - first 3 days	3,000		3,000	3,000		3,000	0%	As above	Statutory
Carriageway - category 2 (traffic sensitive) - per day in excess of 3 days	8,000		8,000	8,000		8,000	0%	As above	Statutory
Carriageway - category 2 (not traffic sensitive) - first 3 days	2,000		2,000	2,000		2,000	0%	As above	Statutory
Carriageway - category 2 (not traffic sensitive) - per day in excess of 3 days	2,000		2,000	2,000		2,000	0%	As above	Statutory
Carriageway - category 3 & 4 (traffic sensitive) - first 3 days	750		750	750		750	0%	As above	Statutory
Carriageway - category 3 & 4 (traffic sensitive) - per day in excess of 3 days	750		750	750		750	0%	As above	Statutory
Carriageway - category 3 & 4 (not traffic sensitive) - first 3 days	250		250	250		250	0%	As above	Statutory
Carriageway - category 3 & 4 (not traffic sensitive) - in excess of 3 days	250		250	250		250	0%	As above	Statutory
Footway/verge - category 0 & 1 - per day	2,500		2,500	2,500		2,500	0%	As above	Statutory
Footway/verge - category 2 - per day	2,000		2,000	2,000		2,000	0%	As above	Statutory
Footway/verge - category 3 & 4 - per day	250		250	250		250	0%	As above	Statutory
Site clearance (SLG) by end of next working day of notification	100		100	100		100	0%	As above	Statutory
67 Annual renewal fees for large events								Licensing Act 2003 (Fees) Regulations 2005	
76a LA 2003 Premises/Clubs									
Additional annual fees for capacities 5000 - 9999	500		500	500		500	0%	Regulation 5(4) & Schedule 5	Statutory
Additional annual fees for capacities 10000 - 14999	1,000		1,000	1,000		1,000	0%	As above	Statutory
Additional annual fees for capacities 15000 - 19999	2,000		2,000	2,000		2,000	0%	As above	Statutory
Additional annual fees for capacities 20000 - 29999	4,000		4,000	4,000		4,000	0%	As above	Statutory
Additional annual fees for capacities 30000 - 39999	8,000		8,000	8,000		8,000	0%	As above	Statutory
Additional annual fees for capacities 40000 - 49999	12,000		12,000	12,000		12,000	0%	As above	Statutory
Additional annual fees for capacities 50000 - 59999	16,000		16,000	16,000		16,000	0%	As above	Statutory
Additional annual fees for capacities 60000 - 69999	20,000		20,000	20,000		20,000	0%	As above	Statutory
Additional annual fees for capacities 70000 - 79999	24,000		24,000	24,000		24,000	0%	As above	Statutory
Additional annual fees for capacities 80000 - 89999	28,000		28,000	28,000		28,000	0%	As above	Statutory
Additional annual fees for capacities 90000 and over	32,000		32,000	32,000		32,000	0%	As above	Statutory
68. Special Treatments								s.7(6) London Local Authorities Act 1991	
Grant of a new licence									
Band A : Ear piercing only	198		198	206		206	4%	As above	Statutory Discretionary
Band B - Aromatherapy, body massage, Champissage (Indian Head massage), Fairbane therapy/Tangent therapy, facials (basic only), Thermo auricular therapy (Hopi ear candles), holistic/remedial/therapeutic massage, Infra red, manicure (NOT NAIL EXTENSION), Marma therapy, Metamorphic Technique, pedicure, Polarity therapy, Qi Gong, Reiki, Reflexology, Shiatsu, Sports massage, Thai massage and all treatments in Band A.	390		390	405		405	4%	As above	Statutory Discretionary

Community Fees & Charges

Appendix 2

Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
Band B (Domestic)- Aromatherapy, body massage, Champissage (Indian Head massage), Fairbairn therapy/Tangent therapy, facials (basic only), Thermo auricular therapy (Hopi ear candles), holistic/remedial/therapeutic massage, Infra red, manicure (NOT NAIL EXTENSION), Marma therapy, Metamorphic Technique, pedicure, Polarity therapy, Qi Gong, Reiki, Reflexology, Shiatsu, Sports massage, Thai massage and all treatments in Band A.	175		175	182		182	4%	As above	Statutory Discretionary
Band C - Acupressure, Acupuncture, Bowen Technique, Colour therapy, Electrolysis, Advance electrolysis, Endermologie, Faradism, Foot Detox, Galvanism, Gyrotory Massage – G5, High Frequency, Korean Hand Therapy, Manual lymphatic drainage, Micro current therapy (non surgical face lifts), Micropigmentation (Semi Permanent Makeup), Moxabustion, Nail extensions, NAET, Rolfing, Sclerotherapy, Stone therapy, Trichology, Tui – na, Ultra sonic and all treatments in Band A and B.	595		595	620		620	4%	As above	Statutory Discretionary
Band C (Domestic) - Acupressure, Acupuncture, Bowen Technique, Colour therapy, Electrolysis, Advance electrolysis, Endermologie, Faradism, Foot Detox, Galvanism, Gyrotory Massage – G5, High Frequency, Korean Hand Therapy, Manual lymphatic drainage, Micro current therapy (non surgical face lifts), Micropigmentation (Semi Permanent Makeup), Moxabustion, Nail extensions, NAET, Rolfing, Sclerotherapy, Stone therapy, Trichology, Tui – na, Ultra sonic and all treatments in Band A and B.	268		268	280		280	4%	As above	Statutory Discretionary
Band D - Body piercing, beading, Bio Skin Jetting, Tattooing, Tattoo removal, Steam & Sauna Baths, Spa, Jacuzzi, Floatation tank, Hydrotherapy, Thalassotherapy & Ultra violet Tanning (Sun beds) and all treatments in Band A, B & C	790		790	820		820	4%	As above	Statutory Discretionary
Band D (Domestic) - Body piercing, beading, Bio Skin Jetting, Tattooing, Tattoo removal, Steam & Sauna Baths, Spa, Jacuzzi, Floatation tank, Hydrotherapy, Thalassotherapy & Ultra violet Tanning (Sun beds) and all treatments in Band A, B & C	355		355	370		370	4%	As above	Statutory Discretionary
Band E - Laser and intense pulse light treatments	675		675	700		700	4%	As above	Statutory Discretionary
Band E (Domestic) - Laser and intense pulse light treatments	675		675	700		700	4%	As above	Statutory Discretionary
Variation of licence	88		88	92		92	5%	As above	Statutory Discretionary
69. Pet Shops								s.1(2) Pet Animals Act 1951	
Initial registration	253		253	263		263	4%	As above	Statutory Discretionary
Renewal	173		173	180		180	4%	As above	Statutory Discretionary
Note: Plus fee for approved veterinary or other specialist inspection, fee structure aligned to Department of Business Innovation & Skills Guidance									
70. Sex Entertainment Venue								Local Government Miscellaneous Provisions Act 1982, Part II, Sched 3, Para 19.	
Annual Licence New Grant	8,450		8,450	8,790		8,790	4%	As above	Statutory Discretionary
Renewal	4,800		4,800	4,990		4,990	4%	As above	Statutory Discretionary
Variation (in combination with renewal)	1,210		1,210	1,260		1,260	4%	As above	Statutory Discretionary
Variation (mid term)	5,500		5,500	5,720		5,720	4%	As above	Statutory Discretionary
Transfer	1,220		1,220	1,270		1,270	4%	As above	Statutory Discretionary
71. Sex Shops								Local Government Miscellaneous Provisions Act 1982, Part II, Sched 3, Para 19.	

Community Fees & Charges

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
Initial application	2,300		2,300	2,390		2,390	4%	As above	Statutory Discretionary
Renewal	1,150		1,150	1,195		1,195	4%	As above	Statutory Discretionary
Application to transfer a sex shop licence	575		575	600		600	4%	As above	Statutory Discretionary
72. Breeding Establishments for Dogs									
(a) Initial Registration	396		396	412		412	4%	As above	Statutory Discretionary
(b) Renewal	218		218	227		227	4%	As above	Statutory Discretionary
(c) Change to registration	55		55	57		57	4%	As above	Statutory Discretionary
Note: Plus fee for approved veterinary or other specialist inspection									
74. Immigration Inspections (outside scope of VAT)									
** Note: The Council responding to requests, provides a letter to the British High Commission in respect of accommodation being fit for purpose.									
Inspection of property and provision of report for immigration purposes (within 10 working days).	145		145	151		151	4%		Discretionary
Inspection of property and provision of report for immigration purposes (within 3 working days).	210		210	218		218	4%		Discretionary
75. Scrap Metal and Salvage (outside scope of VAT)									
Schedule 1, 6 Scrap Metal Dealers Act 2013 The Vehicle (Crime) Act 2001 Motor Salvage Operators Regulations 2002									
Scrap Metal dealers site licence/renewal	495		495	515		515	4%	Schedule 1, para 6 Scrap Metal Dealers Act 2013	Statutory Discretionary
Scrap Metal dealers collectors licence/renewal	275		275	286		286	4%	As above	Statutory Discretionary
Variation of site licence	430		430	447		447	4%	As above	Statutory Discretionary
Variation of site licence (minor variation)	85		85	88		88	4%	As above	Statutory Discretionary
Variation of collectors licence	222		222	231		231	4%	As above	Statutory Discretionary
Variation of collectors licence (minor variation)	85		85	88		88	4%	As above	Statutory Discretionary
76. Highways Enforcement (outside scope of VAT)									
Skip licences - Highways Act 1980 s139 and Local Authorities (Transport Charges) Regulations 1998/948 Article 3, 4 and Schedule 1									
Where a non-licensed skip is found, a retrospective application fee of twice the standard is applied									
Skip (per month)	49		49	51		51	4%	As above	Statutory Discretionary
Skip Renewal (per month)	44		44	46		46	5%	As above	Statutory Discretionary
** Note: The deposit required from builders, developers, etc for the positioning of materials on the highway is £200. This deposit is fully or partially refunded, depending on any necessary repairs or reinstatement works. The change reflects increases in costs of works by contractors and protects the council if costs exceed the current amount of the deposit.									
As above									
77. Building Materials on the Highway (outside scope of VAT)									
Skip licences - Highways Act 1980 s171 and Local Authorities (Transport Charges) Regulations 1998/948 Article 3, 4 and Schedule 1									

Community Fees & Charges

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
<p>** Note: Where building material is identified that does not have a permit the council may issue a permit whether or not prosecution is deemed appropriate. The fee for such a 'retrospective' application is twice the initial fee. The fee for a 'retrospective' renewal application is twice the renewal fee. Officers will exercise discretion to make the standard charge where there is evidence that the company genuinely endeavoured to apply for the permit in advance or is a genuine emergency.</p>									
Deposit (subject to highway damage)	235		235	244		244	4%	As above	Statutory Discretionary
First month	90		90	94		94	4%	As above	Statutory Discretionary
Renewal (per month)	82		82	85		85	4%	As above	Statutory Discretionary
78. Housing of Multiple Occupation									s63(3) and (7) Housing Act 2004
HMO Application	1250		1250	1250		1250	0%	As above	Statutory Discretionary
HMO Renewal	885		885	885		885	0%	As above	Statutory Discretionary
HMO Renewal with material change	1250		1250	1250		1250	0%	As above	Statutory Discretionary
New Application (self contained) (per unit)	250		250	260		260	4%	As above	Statutory Discretionary
Renewal Application (self contained)	177		177	184		184	4%	As above	Statutory Discretionary
Renewal Application (self contained) with material change (per unit)	250		250	260		260	4%	As above	Statutory Discretionary
(a) Selective Licensing									Statutory Discretionary
Selective Licensing Application	550		550	550		550	0%	s87(3) & (7) Housing Act 2004	Statutory Discretionary
79. Hypnotism events									s2A Hypnotism Act 1952
Capacity (maximum permitted) number of persons up to 2000	280		280	290		290	4%	As above	Statutory Discretionary
Note: Additional charges for extension of hours beyond 11pm, 10% of scale fee plus 1% for each day of extension. Prices for larger capacities on application									As above
80. Animal Boarding Establishment									s.1(2) Animal Boarding Establishments Act 1963
Initial registration	218		218	227		227	4%	As above	Statutory Discretionary
Renewal	135		135	140		140	4%	As above	Statutory Discretionary
Note: Plus fee for approved veterinary or other specialist inspection, fee structure aligned to Department of Business Innovation & Skills Guidance									
81. Dangerous wild animals									s.1(2)(e) Dangerous Wild Animals Act 1976
Initial registration	280		280	290		290	4%	As above	Statutory Discretionary
Renewal	226		226	235		235	4%	As above	Statutory Discretionary
Note: Plus fee for approved veterinary or other specialist inspection, fee structure aligned to Department of Business Innovation & Skills Guidance									
82. Performing Animals									s.1(2) Performing Animals (Regulation) Act 1925
Application to register for the exhibition or training of performing animals - profit making organisation	396		396	412		412	4%	As above	Statutory Discretionary
Application to register for the exhibition or training of performing animals - non-profit organisation (e.g. school)	55		55	57		57	4%	As above	Statutory Discretionary
Application to change registration	55		55	57		57	4%	As above	Statutory Discretionary
Certificate	23		23	24		24	4%	As above	Statutory Discretionary

Community Fees & Charges

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
Note: Plus fee for approved veterinary or other specialist inspection, fee structure aligned to Department of Business Innovation & Skills Guidance									
83. Riding Establishments									
Application	365		365	380		380	4%	As above	Statutory Discretionary
Renewal	218		218	227		227	4%	As above	Statutory Discretionary
Application to change licence	55		55	57		57	4%	As above	Statutory Discretionary
Note: Plus fee for approved veterinary or other specialist inspection, fee structure aligned to Department of Business Innovation & Skills Guidance									
84. Scaffolding Licence									
** Note: The fee for scaffolding found without a licence requiring a 'retrospective' application is twice the initial first month fee. The fee for a 'retrospective' extension to the application is twice the subsequent month fee.									
Residential									
Up to 10 metres (first month)	145		145	151		151	4%	As above	Statutory Discretionary
10-15 metres (first month)	167		167	174		174	4%	As above	Statutory Discretionary
More than 15 metres (first month)	208		208	216		216	4%	As above	Statutory Discretionary
Up to 10 metres (subsequent months)	117		117	121		121	3%	As above	Statutory Discretionary
10-15 metres (subsequent months)	133		133	138		138	4%	As above	Statutory Discretionary
More than 15 metres (subsequent months)	167		167	174		174	4%	As above	Statutory Discretionary
Commercial									
Up to 15 metres (first month)	167		167	174		174	4%	As above	Statutory Discretionary
More than 15 metres (first month)	208		208	216		216	4%	As above	Statutory Discretionary
Up to 15 metres (subsequent months)	133		133	138		138	4%	As above	Statutory Discretionary
More than 15 metres (subsequent months)	167		167	174		174	4%	As above	Statutory Discretionary
Refundable deposit based on the area covered / enclosed by the structure - per sq.m:	16		16	17		17	6%	As above	Statutory Discretionary
Application to extend a licence	55		55	57		57	4%	As above	Statutory Discretionary
Additional charges per hour eg for attending site meeeting	81		81	84		84	4%	As above	Statutory Discretionary
85. Hoarding Licence									
** Note: Where hoarding is identified that does not have a licence the council may issue a licence whether or not prosecution is deemed appropriate. The fee for such a 'retrospective' application is twice the initial first month fee. The fee for a 'retrospective' extension to the application is twice the subsequent month fee. Officers will exercise discretion to make the standard charge where there is evidence that the company genuinely endeavoured to apply for the licence in advance or there was a genuine emergency.									
Residential									
Up to 10 metres (first month)	145		145	151		151	4%	As above	Statutory Discretionary

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Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
Assessment of Stopping Up of Highway request (Highways Act 1980) - per location (The charge quoted does not include the cost of undertaking the legal process to stop up highway or any purchasing of land. If the assessment indicates that a stopping up process is accepted then a separate non-refundable legal fee held on account will be requested in order for the Council to undertake the legal process. There is no guarantee of success as the process requires a statutory consultation to be undertaken and the final decision will be made by a Magistrates Court and not by the Council.)	200		200	208		208	4%		Discretionary
89. Definitive map modification									
Definitive map modification order request- assessment of request per location	200		200	208		208	4%		Discretionary
90. Street Naming and Numbering									Discretionary
Adding alias/name	171		171	178		178	4%		Discretionary
Application for numbering property per property	171		171	178		178	4%		Discretionary
Application for naming a road (applicant choice of name adhering to SNN policy with LFB approval)	200 plus £30 per property		200 plus £30 per property	208 plus £31 per property		208 plus £31 per property	4%		Discretionary
Naming or renaming of house or block of flats (applicants choice of name adhering to SNN Policy and approval of LFB)	171		171	178		178	4%		Discretionary
Naming or renaming of commercial premises (applicants choice of name adhering to SNN Policy and approval of LFB)	171		171	178		178	4%		Discretionary
Numbering: 1 plot	100		100	104		104	4%		Discretionary
Numbering: 2-20 plots	£50 per unit		£50 per unit	£52 per unit		£52 per unit	4%		Discretionary
Numbering: 21-50 plots	£1000 + £20 per unit		£1000 + £20 per unit	£1040 + £20.80 per unit		£1040 + £20.80 per unit	4%		Discretionary
Numbering: over 50 plots	£1600 + £15 per unit		£1600 + £15 per unit	£1664 + £15.60 per unit		£1664 + £15.60 per unit	4%		Discretionary
Certificate of naming/numbering/historic documents	86		86	89		89	4%		Discretionary
93. Hourly rates for Environmental Health Officers									Discretionary
Relating to enforcement, works in default after serving of statutory notice									Discretionary
Divisional Director per hour or part thereof	216		216	225		225	4%		Discretionary
Service Manager per hour or part thereof	162		162	168		168	4%		Discretionary
Team Leader per hour or part thereof	108		108	112		112	4%		Discretionary
Enforcement Officers	81		81	84		84	4%		Discretionary

CULTURAL

Community Fees & Charges

Appendix 2

Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
94. Community Notice Boards									
Charge per poster for all 20 locations for 2 weeks including printing and posting 17/18(min posting time) A4	29.58	5.92	35.50	33.33	6.67	40.00	13%		Discretionary
Charge per poster for all 20 locations for 2 weeks including printing and posting 17/18 (min posting time) A3	38.33	7.67	46.00	50.00	10.00	60.00	30%		Discretionary
Charge per A3 poster for an individual board per 2 weeks including printing and posting 17/18 (min posting time)	20.42	4.08	24.50	25.00	5.00	30.00	22%		Discretionary
Charge per A4 poster for an individual board per 2 weeks including printing and posting 17/18 (min posting time)	10.83	2.17	13.00	16.67	3.33	20.00	54%		Discretionary
Additional Charge for 'special run' for all 20 locations per 2 weeks (min posting time)	77.92	15.58	93.50	75.00	15.00	90.00	-4%		Discretionary
95a. Harrow Museum & Great Barn									
Venue Hire									
Great Barn - wedding Mon-Thu	2500.00	500	3000.00	2650.00	530	3180.00	6%		
Great Barn - wedding Fri & Sun	3100.00	620	3720.00	3250.00	650	3900.00	5%		Discretionary
Great Barn - wedding Sat	3900.00	780	4680.00	4100.00	820	4920.00	5%		Discretionary
Great Barn - wedding ceremony (with any of the above)	200.00	40	240.00	240.00	48	288.00	20%		Discretionary
Great Barn - function Mon - Thu	1200.00	240	1440.00	1500.00	300	1800.00	25%		Discretionary
Great Barn - function Fri - Sun (changed to Fri & Sun)	2000.00	400	2400.00	2500.00	500	3000.00	25%		Discretionary
Great Barn - function Sat	2000.00	400	2400.00	3000.00	600	3600.00	50%		Discretionary
Education									
Onsite Schools session (VAT exempt)	100.00		100.00	100.00		100.00	0%		Discretionary
School Loan box service (VAT exempt)	20.00		20.00	20.00		20.00	0%		Discretionary
Holiday Activities (VAT exempt)	6.00		6.00	6.00		6.00	0%		Discretionary
Tuesday Afternoon Talks (VAT exempt)	4.00		4.00	5.00		5.00	25%		Discretionary
Mini Museum (VAT exempt)	1.50		1.50	1.50		1.50	0%		Discretionary
Manor House Tours (VAT exempt)	3.50		3.50	6.00		6.00	71%		Discretionary
Private Tour per person (VAT exempt)	5.00		5.00	10.00		10.00	100%		Discretionary
Tour of the Stores per person (VAT exempt)	5.00		5.00	10.00		10.00	100%		Discretionary
Local History Charges - Digital Image Use									Discretionary
Non-commercial, personal use (.jpeg):	5.00		5.00	7.00		7.00	40%		Discretionary
Publication - front cover - UK rights	55.00	11	66.00	55.00	11	66.00	0%		Discretionary
Publication - front cover - World rights	75.00	15	90.00	75.00	15	90.00	0%		Discretionary
Publication - interior - UK rights	40.00	8	48.00	40.00	8	48.00	0%		Discretionary
Publication - interior - World rights	55.00	11	66.00	55.00	11	66.00	0%		Discretionary
Leaflets and brochures - UK rights	40.00	8	48.00	40.00	8	48.00	0%		Discretionary
Leaflets and brochures - World rights	55.00	11	66.00	55.00	11	66.00	0%		Discretionary
Presentations and internal reports	40.00	8	48.00	40.00	8	48.00	0%		Discretionary
Advertising in newspapers and periodicals	40.00	8	48.00	40.00	8	48.00			
Temporary Exhibitions (up to A1)	40.00	8	48.00	40.00	8	48.00	0%		Discretionary
Temporary Exhibitions (A1-A0)	55.00	11	66.00	55.00	11	66.00	0%		Discretionary

Community Fees & Charges

Appendix 2

Texts in Italic denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
<i>Interior decoration of commercial premises:</i>	POA	POA	POA	POA	POA	POA			Discretionary
Up to A3	40.00	8	48.00	40.00	8	48.00	0%		
A2	75.00	15	90.00	75.00	15	90.00	0%		Discretionary
A1	150.00	30	180.00	150.00	30	180.00	0%		Discretionary
A0	300.00	60	360.00	300.00	60	360.00	0%		Discretionary
<i>Larger than A0</i>	POA	POA	POA	POA	POA	POA			Discretionary
TV - 5 year unlimited transmission (excluding video and DVD) - UK rights	300.00	60	360.00	300.00	60	360.00	0%		Discretionary
TV - 5 year unlimited transmission (excluding video and DVD) - World rights	500.00	100	600.00	500.00	100	600.00	0%		Discretionary
Videos, DVDs amd Films - UK rights	125.00	25	150.00	125.00	25	150.00	0%		Discretionary
Videos, DVDs amd Films - World rights	250.00	50	300.00	250.00	50	300.00	0%		Discretionary
Web use	37.50	7.5	45.00	37.50	7.5	45.00	0%		Discretionary
95b. Harrow Arts Centre									
95 b (i). Price Bands (Large Room)									
Large Room - Arts Organisation	22.00		22.00	23.00		23.00	5%		Discretionary
Large Room - Charity/ Community/ Religious Group	34.00		34.00	35.50		35.50	4%		Discretionary
Large Room - Education Institution	37.00		37.00	38.50		38.50	4%		Discretionary
Large Room - Function	57.00		57.00	59.50		59.50	4%		Discretionary
Large Room - Business	99.00		99.00	103.00		103.00	4%		Discretionary
Large Room - Harrow Council	37.00		37.00	38.50		38.50	4%		Discretionary
95b (ii). Price Band (Small Room)									
Small Room - Arts Organisation	11.00		11.00	11.50		11.50	5%		Discretionary
Small Room - Charity/ Community/ Religious Group	17.00		17.00	18.00		18.00	6%		Discretionary
Small Room - Education Institution	21.00		21.00	22.00		22.00	5%		Discretionary
Small Room - Function	36.50		36.50	38.00		38.00	4%		Discretionary
Small Room - Business	50.00		50.00	52.00		52.00	4%		Discretionary
Small Room - Harrow Council	21.00		21.00	22.00		22.00	5%		Discretionary
95b (iii). Price Band (Dance Studio)									
Dance Studio - Arts Organisation	27.00		27.00	28.00		28.00	4%		Discretionary
Dance Studio - Charity/ Community/ Religious Group	38.00		38.00	39.50		39.50	4%		Discretionary
Dance Studio - Education Institution	41.00		41.00	42.50		42.50	4%		Discretionary
Dance Studio - Function	68.00		68.00	71.00		71.00	4%		Discretionary
Dance Studio - Business	103.00		103.00	107.00		107.00	4%		Discretionary
Dance Studio - Harrow Council	41.00		41.00	42.50		42.50	4%		Discretionary
95b (iv). Price Band (IT Suite)									
IT Suite	34.00		34.00	35.50		35.50	4%		Discretionary
95b (v). Price Band (HES 1/2/3)									
Hatch End Suite 1/2/3 - Arts Organisation	25.00		25.00	26.00		26.00	4%		Discretionary
Hatch End Suite 1/2/3 - Charity/ Community/ Religious Group	36.00		36.00	37.50		37.50	4%		Discretionary
Hatch End Suite 1/2/3 - Education Institution	39.00		39.00	40.50		40.50	4%		Discretionary
Hatch End Suite 1/2/3 - Function	62.50		62.50	65.00		65.00	4%		Discretionary
Hatch End Suite 1/2/3 - Business	101.00		101.00	105.00		105.00	4%		Discretionary
Hatch End Suite 1/2/3 - Harrow Council	39.00		39.00	40.50		40.50	4%		Discretionary
95b (vi). Price Band (Hall)									
Elliott Hall - Arts Organisation (Meeting only)	106.50		106.50	110.50		110.50	4%		Discretionary
Elliott Hall - Charity/ Community/ Religious Group (Meeting only)	106.50		106.50	110.50		110.50	4%		Discretionary
The Studio - Arts Organisation (Meeting only)	50.50		50.50	52.50		52.50	4%		Discretionary

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	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
The Studio - Charity/ Community/ Religious Group (Meeting only)	50.50		50.50	52.50		52.50	4%		Discretionary
Technician Support for Hall Hire	35.00	7.00	42.00	35.00	7.00	42.00	0%		Discretionary
95b (vii). Price Bands (Performance)									
Elliott Hall - Performance 4 hrs Sun-Thu 1 night	850.00		850.00	885.00		885.00	4%		Discretionary
Elliott Hall - Performance 6 hrs Sun-Thu 1 night	1,070.00		1,070.00	1,110.00		1,110.00	4%		Discretionary
Elliott Hall - Performance 8 hrs Sun-Thu 1 night	1,295.00		1,295.00	1,345.00		1,345.00	4%		Discretionary
Elliott Hall - Performance 4 hrs Fri-Sat 1 night	900.00		900.00	935.00		935.00	4%		Discretionary
Elliott Hall - Performance 6 hrs Fri-Sat 1 night	1,125.00		1,125.00	1,170.00		1,170.00	4%		Discretionary
Elliott Hall - Performance 8 hrs Fri-Sat 1 night	1,350.00		1,350.00	1,400.00		1,400.00	4%		Discretionary
Elliott Hall - Performance 4 hrs Sun-Thu 2-5 nights	760.00		760.00	790.00		790.00	4%		Discretionary
Elliott Hall - Performance 6 hrs Sun-Thu 2-5 nights	955.00		955.00	995.00		995.00	4%		Discretionary
Elliott Hall - Performance 8 hrs Sun-Thu 2-5 nights	1,130.00		1,130.00	1,175.00		1,175.00	4%		Discretionary
Elliott Hall - Performance 4 hrs Fri-Sat 2-5 nights	810.00		810.00	840.00		840.00	4%		Discretionary
Elliott Hall - Performance 6 hrs Fri-Sat 2-5 nights	1,030.00		1,030.00	1,070.00		1,070.00	4%		Discretionary
Elliott Hall - Performance 8 hrs Fri-Sat 2-5 nights	1,250.00		1,250.00	1,300.00		1,300.00	4%		Discretionary
Elliott Hall - Performance 4 hrs 6+ nights	785.00		785.00	815.00		815.00	4%		Discretionary
Elliott Hall - Performance 6 hrs 6+ nights	1,005.00		1,005.00	1,045.00		1,045.00	4%		Discretionary
Elliott Hall - Performance 8 hrs 6+ nights	1,215.00		1,215.00	1,265.00		1,265.00	4%		Discretionary
The Studio - Performance 4 hrs 1 night	395.00		395.00	410.00		410.00	4%		Discretionary
The Studio - Performance 6 hrs 1 night	480.00		480.00	500.00		500.00	4%		Discretionary
The Studio - Performance 8 hrs 1 night	560.00		560.00	580.00		580.00	4%		Discretionary
The Studio - Performance 4 hrs 2-5 nights	370.00		370.00	385.00		385.00	4%		Discretionary
The Studio - Performance 6 hrs 2-5 nights	450.00		450.00	470.00		470.00	4%		Discretionary
The Studio - Performance 8 hrs 2-5 nights	560.00		560.00	580.00		580.00	4%		Discretionary
The Studio - Performance 4 hrs 6+ nights	340.00		340.00	355.00		355.00	4%		Discretionary
The Studio - Performance 6 hrs 6+ nights	420.00		420.00	435.00		435.00	4%		Discretionary
The Studio - Performance 8 hrs 6+ nights	510.00		510.00	530.00		530.00	4%		Discretionary
95b (viii). Price Bands (Function)									
Elliott Hall - Function 4 hrs Mon-Thu	900.00		900.00	935.00		935.00	4%		Discretionary
Elliott Hall - Function 4 hrs Fri-Sun	1,055.00		1,055.00	1,095.00		1,095.00	4%		Discretionary
Elliott Hall - Function 6 hrs Mon-Thu	1,245.00		1,245.00	1,295.00		1,295.00	4%		Discretionary
Elliott Hall - Function 6 hrs Fri-Sun	1,575.00		1,575.00	1,635.00		1,635.00	4%		Discretionary
Elliott Hall - Function 8 hrs Mon-Thu	1,575.00		1,575.00	1,635.00		1,635.00	4%		Discretionary
Elliott Hall - Function 8 hrs Fri-Sun	2,030.00		2,030.00	2,110.00		2,110.00	4%		Discretionary
Elliott Hall - Function 4 hrs COUNCIL	675.00		675.00	700.00		700.00	4%		Discretionary
Elliott Hall - Function 6 hrs COUNCIL	950.00		950.00	990.00		990.00	4%		Discretionary
Elliott Hall - Function 8 hrs COUNCIL	1,250.00		1,250.00	1,300.00		1,300.00	4%		Discretionary
Elliott Hall - Function Additional Hour	255.00		255.00	265.00		265.00	4%		Discretionary
The Studio - Function 4 hrs	560.00		560.00	580.00		580.00	4%		Discretionary
The Studio - Function 6 hrs	785.00		785.00	815.00		815.00	4%		Discretionary
The Studio - Function 8 hrs	1,005.00		1,005.00	1,045.00		1,045.00	4%		Discretionary
The Studio - Function 4 hrs COUNCIL	365.00		365.00	380.00		380.00	4%		Discretionary
The Studio - Function 6 hrs COUNCIL	535.00		535.00	555.00		555.00	4%		Discretionary
The Studio - Function 8 hrs COUNCIL	700.00		700.00	730.00		730.00	4%		Discretionary
The Studio - Function Additional Hour	110.00		110.00	115.00		115.00	5%		Discretionary
Hatch End Suite Complete - Function 4 hrs	620.00		620.00	625.00		625.00	1%		Discretionary
Hatch End Suite Complete - Function 6 hrs	900.00		900.00	935.00		935.00	4%		Discretionary
Hatch End Suite Complete - Function 8 hrs	1,165.00		1,165.00	1,210.00		1,210.00	4%		Discretionary
Hatch End Suite Complete - Function Additional Hour	160.00		160.00	165.00		165.00	3%		Discretionary
Kitchen included with Elliott Hall charge									
Kitchen when booked with The Studio or Hatch End Suite	100.00	20.00	120.00	105.00	21.00	126.00	5%		Discretionary

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	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
95b (ix). Box Office Service & Ticket Printing									
Elliott Hall	130.00	26.00	156.00	135.00	27.00	162.00	4%		Discretionary
The Studio	65.00	13.00	78.00	67.50	13.50	81.00	4%		Discretionary
<i>Note: The Council holds Public Indemnity Insurance, which indemnifies individuals and non-profit organisations against liabilities that may arise from the hire of Council premises. A charge of 7% will be added to the above hire charges.</i>									
95b (x). Catering – these are quoted according to individual requirements and are subject to individual quotes.									
95b (xi). Technical, equipment and other charges – these are quoted according to individual requirements.									
96a. Harrow Music Service SLA charges music tuition									
Small group per annual hour (Primary and Secondary)	1,522.00		1,522.00	1,552.44		1,552.44	2%		Discretionary
Large group/ensemble per annual hour (Primary and Secondary)	1,736.00		1,736.00	1,770.72		1,770.72	2%		Discretionary
Class teaching per annual hour (Primary and Secondary)	1,893.00		1,893.00	1,930.86		1,930.86	2%		Discretionary
Accompanist	1,402.00		1,402.00	1,430.04		1,430.04	2%		Discretionary
Advisory support hourly rate	52		52	60.00		60.00	15%		Discretionary
Rockschool per annual hour	1,767.00		1,767.00	1,802.34		1,802.34	2%		Discretionary
SongFest and Sing Sing Sing (one off charge)	227		227	240.00		240.00	6%		Discretionary
96b. Whole class instrumental teaching programmes									
First programme cost per class per term	302		302	392.60		392.60	30%		Discretionary
Additional programme cost per class per term	602		602	782.60		782.60	30%		Discretionary
Annual hourly rate				0.00					Discretionary
96c. After school clubs termly charge									
	46		46	50.00		50.00	9%		Discretionary
96d. Festival tickets									
	6		6	6.00		6.00	0%		Discretionary
96e BRAVO after school instrumental lessons charged directly to parents									
Small group lesson per year	255.00		255	258.00		258.00	1%		Discretionary
Individual 20 minute lesson per year	480.00		480	489.00		489	2%		Discretionary
Individual 30 minute lesson per year	720.00		720	735.00		735	2%		Discretionary
HOUSING									
<p>Fees for Bed & Breakfast ("B&B") and Private Sector Leasing ("PSL") were increased by the maximum amounts in January 2015 and October 2014 respectively. The amounts of the increase would be funded by Housing Benefit ("HB") thereby resulting in no additional cost for the service users. Any additional charge would generate no additional income for Council as the resulting additional income would have to be repaid to Government as it would be in excess of the HB thresholds which are linked to the Local Housing Allowance ("LHA") in 2011. It is anticipated charges for B&B and PSL will be set by DCLG at 90% of LHA and the proposed rates reflect this.</p>									
97. Bed & Breakfast charges									
Weekly charge, increased by £60 per week from January 2015 to maximum levels without additional cost to service users; no increases in 2016-17, and 2017-18 rates expected to be at 90% of LHA	£233.08	£0.00	£233.08	£155.77	£0.00	£155.77	-33%	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the	Discretionary

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	Agreed charges 16/17			Proposed charges 17/18			% change	Legislation giving power to charge	Basis for charging
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
98. Private Sector Leased Temporary Accommodation - Weekly charges									
increased October 2014 to maximum levels without additional costs to service users; no increases in 2016-17, and 2017-18 rates expected to be at 90% of LHA									
1 Bedroom Accommodation per month	£256.00	£0.00	£256.00	£266.00	£0.00	£155.77	-39%	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011	Discretionary
2 Bedroom Accommodation per month	£298.00	£0.00	£298.00	£310.00	£0.00	£197.30	-34%		Discretionary
3 Bedroom Accommodation per month	£360.00	£0.00	£360.00	£374.00	£0.00	£259.61	-28%		Discretionary
4 Bedroom Accommodation per month	£422.00	£0.00	£422.00	£439.00	£0.00	£321.69	-24%		Discretionary
5 Bedroom Accommodation per month	£515.00	£0.00	£515.00	£536.00	£0.00	£515.00	0%		Discretionary
98a. Furniture storage - weekly charge for full storage cost for new applicants; no charge made for removal, as this likely to be beyond most household's abilities to pay at a time when they are facing homelessness									
Weekly charge for full storage cost for new applicants; no charge is made for removal, as this likely to be beyond most household's abilities to pay at a time when they are facing homelessness.	£45.00	£0.00	£45.00	£45.00	£0.00	£45.00	0%	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011	Discretionary
99. Affordable Housing Validation									
Charge per proposal	£1,560.00	£0.00	£1,560.00	£200.00	£0.00	£200.00	-87%	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011	Discretionary
100. Home Improvement Agency ("HIA") Fee structure									
(a) Jobs designed and supervised, % charged on the cost of all works, fee increased from 16.90% to 20% in July 2016 therefore no further increase proposed for 2017-18.	20.00%	VAT at standard rate	20.00%	20.00%	VAT at standard rate	20.00%	0%	Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value	Discretionary
b) Jobs where no design works required, e.g. Stairlift, minor adaptation etc. but still arranged and supervised, % charged on the cost of all works	20.00%		20.00%	20.00%		20.00%	0%		Discretionary
c) Jobs where external Architect/Surveyor appointed, % charged on the cost of all works	20.00%		20.00%	20.00%		20.00%	0%		Discretionary
101. Council Adaptations (Housing Revenue Account)									
Jobs designed and supervised, % charged on the cost of all works, fee increased from 11.25% to 20% in July 2016 therefore no further increase proposed for 2017-18.	20.00%	VAT at standard rate	20.00%	20.00%	VAT at standard rate	20.00%	0%	Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value	Discretionary
b) Jobs where no design works required, e.g. Stairlift, minor adaptation etc. but still arranged and supervised, % charged on the cost of all works	20.00%		20.00%	20.00%		20.00%	0%		Discretionary
c) Jobs where external Architect/Surveyor appointed, % charged on the cost of all works	20.00%		20.00%	20.00%		20.00%	0%		Discretionary
Note: All fees above are subject to a Minimum Fee of £250 on all works									
- It is proposed that 1% of fees received by the HIA are passed to the HIA Hardship fund. Use of the money would be at the discretion of the Harrow Adaptations & Repair Team Manager or Senior Surveyors (subject to the agreement of an appropriate authorised signatory) and would include the following:									

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	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18			
(a) Roundabouts									
Annual contracts				2750	550	3300			Discretionary
(b) Banners									Discretionary
6 weeks campaign including printing, application and removal on council assets (excluding vehicles)				400	80	480			Discretionary
Banners and other advertising on vehicles - per vehicle, 6 weeks				130	26	156			
113. Handyman Service (Housing)									Discretionary
Charge for first hour (incl travel time)	52	10.4	62.4	52	10.4	62.4	0%		Discretionary
Charge for additional hour	35	7	42	35	7	42	0%		Discretionary

Statutory prescribed - legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e set eg. £100 or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011