

PROPOSED COUNCIL SET FEES AND CHARGES FROM 1st APRIL 2010

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
CHILDREN'S SERVICES			
<u>1. Teachers' Centre</u>			
1.1 Room Hire Charges (External Customers)			
<u>(a) Standard Rate</u>			
Hall	66.90	68.20	2.00%
Seminar room (large)	42.60	43.50	2.00%
Seminar room (standard)	31.40	32.00	2.00%
Syndicate room (standard)	21.00	21.40	2.00%
IT training room	48.60	49.60	2.00%
Gymnasium	52.40	53.40	2.00%
<u>(b) Evenings and Weekends</u>			
Hall	85.80	87.50	2.00%
Seminar room (large)	59.40	60.60	2.00%
Seminar room (standard)	38.90	39.70	2.00%
Syndicate room (standard)	25.90	26.40	2.00%
IT training room	53.40	54.50	2.00%
Gymnasium	64.30	65.60	2.00%
<u>(c) Public Holidays</u>			
Hall	104.20	106.30	2.00%
Seminar room (large)	83.70	85.40	2.00%
Seminar room (standard)	51.30	52.30	2.00%
Syndicate room (standard)	37.30	38.00	2.00%
IT training room	83.70	85.40	2.00%
Gymnasium	85.30	87.00	2.00%

All bookings after midnight are subject to a surcharge of £19 per hr.

An additional single charge of £35 may be levied on bookings only requiring one room.

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CHILDREN'S SERVICES			
<u>2. Stanmore Park Children's Centre</u>			
It is proposed that from 2010/11 there is no concessionary rate for council employees.			
<u>(a) Fees for existing parents</u>			
Full Week - children aged between 2 to 3	200.00	204.00	2.00%
Full Week - children aged between 3 to 5	200.00	204.00	2.00%
Full Day - children aged between 2 to 3	50.50	51.50	2.00%
Full Day - children aged between 3 to 5	50.50	51.50	2.00%
Sessional rates - children aged between 2 to 3	32.10	32.70	2.00%
Sessional rates - children aged between 3 to 5	32.10	32.70	2.00%
<u>(b) Fees for new parents</u>			
Full Week - children aged between 1 to 2	326.50	333.00	2.00%
Full Week - children aged between 2 to 3	251.70	256.70	2.00%
Full Week - children aged between 3 to 5	251.70	256.70	2.00%
Full Day - children aged between 1 to 2	68.40	69.80	2.00%
Full Day - children aged between 2 to 3	50.60	51.60	2.00%
Full Day - children aged between 3 to 5	50.60	51.60	2.00%
Sessional rates - children aged between 1 to 2	34.80	35.50	2.00%
Sessional rates - children aged between 2 to 3	32.10	32.70	2.00%
Sessional rates - children aged between 3 to 5	32.10	32.70	2.00%

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ADULTS & HOUSING

1. Social Care

(a) Charges for Meals on Wheels, at day centres and luncheon clubs

Frozen meals	2.90	2.95	1.7
Hot meals	4.45	4.55	2.2

Following consultation and charges made in previous years, these increases are now in line with inflation.

(b) Helpline charges

Social Services sponsored clients	3.10	3.15	1.6
Private subscribers:			
Low initial payment	4.60	4.70	2.2
High initial payment	2.05	2.10	2.4

A review of the Helpline service is anticipated. This may result in charges being revised to reflect a more accurate cost to the Council and would seek a unified cost structure. Any changes would be subject to consultation.

(c) Residential accommodation

Charges will be increased in accordance with the standard formula agreed by committee, based on the estimated cost of a particular unit (including an apportionment of support service charges) divided by estimated occupancy.

(d) Respite care

For clients with less than £23,000 [2009-10]. The threshold figure from 1 April 2010 has yet to be announced.

Charges
assessed

**Charges
assessed**

Clients with more than the threshold amount will continue to pay the full cost charge.

(e) Home Care Charges

Charges as approved by Cabinet following consultation, effective from March 2007.

Service users on or less than income support plus 25%	Free service	Free service
Service users with income of more than income support plus 25% are financially assessed to determine level of contribution. 100% of disposable income will be taken into account.	£15.00 per hr up to max £250 per week	£15.00 per hr up to max £250 per week

Current 2009/2010	Proposed 2010/2011	Change
£	£	%

From 1 April 2010, service users with savings of more than £23,000 [2009-10] based on Ministerial Agreement under the Charging for Residential & Accommodation Guidance, will pay the hourly rate of £15 up to the maximum of £250 per week.

Charges to direct payment users are in accordance with the above. Direct payment users who receive funding equivalent to providing for residential accommodation will be charged in accordance with the residential accommodation charges above

(f) Direct Payments

Flat-rate hourly payment for all service users	12.10	12.35	2.1
One-off start-up and annual maintenance costs for service users who employ their own care staff directly – maximum amount	410.00	410.00	0

(g) Personal Budgets

Personal budgets are more flexible than Direct Payments. They ensure the support package is responsive to the service users individual needs and wishes. There are no fixed rates; the Resource Allocation System [RAS] determines a service users entitlement. The charging policy, which is currently under review and subject to consultation, will enable a contribution to be made by all clients dependent upon a financial assessment.

2. Supporting People

Note : At present all supporting people charges are paid back into the ring fenced supporting people grant pot and so do not benefit the General Fund.

Service users receiving long term housing support services* funded by the Supporting People grant can be charged. The charges are payable only by tenants not eligible for financial support as assessed by Fairer Charging.

Supporting People charges will generally remain the same for 2010/11 as the contract prices for the provision have remained the same.

* note these are generally sheltered housing warden services.

3. Housing

<u>(a) Charges for Bed and Breakfast Accommodation</u>	333.83	173.08 per week	-48%
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The Housing Benefit subsidy rules change from 1st April 2010, so that councils can only recover bed and breakfast charges at a rate equivalent to the 1 bed Local Housing Allowance for January 2010. That figure is currently £173.08, but this may change.

This represents a significant reduction in weekly charges. This is a real income reduction on the B&B budget. Given the overall reduction in families in this type of accommodation, an MTFs efficiency has been proposed, which is net of this income reduction.

<u>(b) Charges for Furniture Storage - per week</u>	Actual cost not to exceed £38	Actual cost not to exceed £40	5.3%
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We currently pay an average £480 per move for transporting furniture (range £200 to £750). The cost of storage ranges from £10 per week to £40 per week (average £22 per week). It is appropriate that more of these costs are borne by the service user – the legislation allows us to recover the full cost. The proposal is to continue to re-charge the full storage cost for new applicants, but not charge for removal, as this large cost would be beyond most household's abilities to pay (when facing homelessness).

Current 2009/2010	Proposed 2010/2011	Change
£	£	%

The income generated from the charging for storage will offset the loss of income from not charging for removals.

(c) Hostels

Vernon Lodge – hostel managed by Paddington Churches Housing Association (PCHA). The management agreement is being reviewed to take account of fluctuating void rates by maximising Housing Benefits. Any household whose income prevents them from receiving housing benefit for this accommodation will be offered assistance to obtain alternative housing in the private rented sector. These are the proposed single rents and the increases are based on maximisation of Housing Benefits, and as a result no individuals will be adversely affected by the increase in charges.

Single Room	201.78	242.20	20.0
Double Room	247.14	296.64	20.0
Triple Room	273.43	328.11	20.0
Quad Room	294.00	353.10	20.0
Flat let	778.59	934.00	20.0

(d) Private Sector Leased Temp Accom

1 Bedroom Accom	333.83	195.78	-40.0
2 Bedroom Accom	333.83	237.31	-28.9
3 Bedroom Accom	333.83	299.22	-10.4
4 Bedroom Accom	333.83	340.16	1.9

The subsidy arrangement for Housing Benefit has changed for this accommodation. The actual costs will be based on the Local Housing Allowance (LHA) for the size of the accommodation in January 2010. The rent we can charge is 10% below LHA plus £40. The indicative rents based on current LHA are set out here.

At present we only have 1 bed and 2 bed units. We will procure larger properties if the need arises.

This is a real income reduction, however, this scheme was expected to be a one year income generating activity in 2009-10. Whilst there may be an ability to continue the scheme to December for the 11 properties, the MTFS saving will be achieved by the ongoing saving of the closure of Anmer Lodge.

PROPOSED COUNCIL SET FEES AND CHARGES FROM 1st APRIL 2010

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
CORPORATE FINANCE & LEGAL SERVICES			
<u>1. Committee/Sub-Committee Agendas & Minutes</u>			
Annual subscription to the Cabinet.	94.00	96.00	2%
Planning	187.50	96.00	-48.8%
Annual subscription to other Committee/Sub-Committee Agendas	34.00	36.00	6%
Individual copies of Agendas	8.75	9.00	2%
Agendas and minutes may also be obtained, without charge, from the Council website, www.harrow.gov.uk			
<u>2. Legal Charges</u>			
Easements	Negotiated	Negotiated	
S.38 Road Agreements	Negotiated	Negotiated	
Dedication Agreements	Negotiated	Negotiated	
Planning Restriction Agreements	Negotiated	Negotiated	
Mortgage Redemption Discharge	109.10	111.00	2%
Discount Repayment Discharge	109.10	111.00	2%
Leasehold Registration Fee (Each transaction registered)	78.00	80.00	2%
Notice of transfer & Mortgage	104.00	106.00	2%
Leasehold Enquiry Fee (Each property)	78.00	80.00	2%
Second Mortgage Questionnaire	89.80	92.00	2%
All other chargeable legal work	Negotiated	Negotiated	
Discount Postponement fee	109.10	111.00	2%
<u>3. Local Land Charges</u>			
Revised fees and charges are unavailable at this time pending court action and possible revision in personal search fees by the Ministry of Justice. It is anticipated that guidance will be issued shortly.			
Additional Enquiries - Part I (inclusive of Official Statutory £6 fee)	138.00	141.00	2%
Additional Parcel	4.00	4.00	0.00
Additional Enquiries - Part II	5.00	5.00	0.00
Additional Enquiries - Added by Solicitors	20.00	20.00	0.00
NLIS search - Part I (inclusive of Official Statutory £6 fee) (Charge calculated under 2008 regulations)	138.00	120.00	-
<u>4. Solicitors' Miscellaneous Queries</u>			
External (hourly) rates are advised by the Law Society			
Principal Solicitors/Senior Lawyers	256.00	256.00	0.00
Senior Assistant Lawyers	219.00	219.00	0.00
Assistant Lawyers	158.00	158.00	0.00
Legal assistants/Trainee Solicitors	116.00	116.00	0.00

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%

5. Copying Documents

A4 per page	0.10	0.10	0.00
A3 per page	0.20	0.20	0.00

6. Register of Births, Deaths and Marriages**Citizenship**

Private Ceremony (individual) first family member	107.00	107.00	0.00
Private ceremony additional family member (adult) per person	56.00	56.00	0.00
Private ceremony (couples)	163.00	163.00	0.00
Photograph	10.00	10.00	0.00

Other Ceremonies (excluding VAT)

Baby naming (Moat Room) Mon to Fri		115.00	New venue offered
Baby naming Moat Room Sat	205.00	145.00	New venue offered
Baby naming (Moat Room) Sun & BH		175.00	New venue offered
			Reduced to be
Baby naming (external venues) Mon to Fri	205.00	120.00	competitive
Baby naming (external venues) Sat		150.00	n/a
	295.00	180.00	Reduced to be
			competitive
Baby naming (external venues only) Sun & BH			competitive
Renewal of Marriage Vows / Commitment ceremony (new service) (Moat Room) Mon to Fri	85.00	115.00	n/a
Renewal of Marriage Vows / Commitment ceremony (new service) (moat Room) Sat		145.00	n/a
			n/a
Renewal of Marriage Vows / Commitment ceremony (new service) (Moat Room) Sun		175.00	
			Reduced to be
Renewal of Marriage Vows / commitment ceremony (new service) Mon to Fri (external venues).	205.00	120.00	competitive
Renewal of Marriage Vows / Commitment Ceremony (new service) external venue) sat.		150.00	n/a
	295.00	180.00	Reduced to be
Renewal of Marriage Vows / Commitment ceremony (new service) Sun & BH (external venues).			competitive

6.1 Nationality Checking Services

Charges includes VAT			
Individual Applicant (Mon-Fri)	45.00	45.00	0.00
Married Couple (Mon-Fri)	60.00	60.00	0.00

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
Married Couple & 2 Minors (Mon-Fri)	70.00	70.00	0.00
Each additional Minor (Mon-Fri)	20.00	20.00	0.00
Individual Minor independent of parent (Mon-Fri)	20.00	20.00	0.00
Individual Applicant (Sat)	65.00	65.00	0.00
Married Couple (Sat)	80.00	80.00	0.00
Married Couple & 2 Minors (Sat)	90.00	90.00	0.00
Each additional Minor (Sat)	45.00	45.00	0.00
Individual Minor independent of parent (Sat)	45.00	45.00	0.00

6.2 Marriage Act 1994 & Civil Partnership Act 2004

Conduct of civil marriages / civil partnerships at Moat room (Mon-Fri)	51.50	52.50	2.00
Conduct of civil marriages/CPs at Civic Centre Moat Room (Saturday)	86.50	88.00	2.00
Conduct of civil marriages/CPs at Civic Centre Middlesex Room (Saturdays)	296.50	302.00	2.00
Conduct of civil marriages/CPs at Civic Centre Middlesex Room (Sundays and Bank Holidays)	386.50	394.00	2.00
Conduct of civil marriages / civil partnerships at Civic Centre council Chambers (Sat).		320.00	New service
Conduct of civil marriages / civil partnerships at Civic Centre Council Chambers (Sun & B H)		410.00	New service
Licensing of premises for conduct of civil marriages / Civil partnerships (3 year period)	995.00	995.00	0.00
Licence admin fee (each change of approval / responsible person/holder)	0.00	70.00	New service
Conduct of civil marriages/CP's at outside premises (Mon-Fri)	345.00	345.00	0.00
Conduct of civil marriages/CP's at outside premises (Saturdays)	390.00	390.00	0.00
Conduct of civil marriages/CP's at outside premises (Sundays and Bank Holidays)	440.00	440.00	0.00

7. Payroll Commissions

Deductions of Union Dues from pay (excludes VAT)	2.50%	2.50%	0.00
Admin fee – attachment of earnings (excludes VAT) per deduction	1.00	1.00	0.00

FEES AND CHARGES SET BY LEGISLATION FROM 1st APRIL 2010

	Current 2009/2010 £	Proposed 2010/2011	Change %
CORPORATE FINANCE & LEGAL SERVICES			
<u>1. Local Land Charges</u>			
Official Search	138.00	141.00	2.0%
Personal Search - Statutory Fee	11.00	22.00	100% Statutory Increase
<u>2. Copies of Register of Electors - All Statutory Fees</u>			
Hard Copy for Non- Electoral Purposes – Basic Charge	10.00	10.00	0.00
Hard Copy – Plus cost for 1,000 names	5.00	5.00	0.00
Data Copy for Non-Electoral Purposes – Basic Charge	20.50	20.50	0.00
Data Copy – Plus cost for 1,000 names	1.50	1.50	0.00
<u>3. Register of Births, Deaths and Marriages</u>			
<u>3.1 Marriages and Civil Partnership - All Statutory Fees</u>			
For entering Notice of Marriage	30.00	30.00	0.00
Notice of Civil Partnership	30.00	30.00	0.00
For the attendance of a superintendent registrar to take Notice of Marriage or Civil Partnership of a housebound or detained person.	47.00	47.00	0.00
For a superintendent registrar to attend outside his office for the marriage and civil partnership of a housebound or detained person.	47.00	47.00	0.00
For a registrar to attend a marriage at a register office.	40.00	40.00	0.00
For a registrar to attend a Civil Partnership at a register office.	40.00	40.00	0.00
For a registrar to attend a marriage outside a register office in a registered religious building.	47.00	47.00	0.00
Certification for worship and registration for marriages of Place of Meeting or Religious Worship.	28.00	28.00	0.00
Registration of religious buildings for solemnisation of marriages.	120.00	120.00	0.00
<u>3.2 Certificate Issued from Local Office - All Statutory Fees</u>			
Standard certificate (RBD/AR)	3.50	3.50	0.00
Short certificate of birth (SR)	5.50	5.50	0.00
Short certificate of birth (RBD)	3.50	3.50	0.00
Certificates for certain statutory purposes	7.00	7.00	0.00
Group Ceremony Per Adult	80.00	80.00	0.00
<u>4. Freedom of Information Act (Fol)</u>			
For requests estimated to cost £450 or less the Council will generally provide the information free of charge			
Where meeting a request is likely to cost in excess of £450, the Council can seek to recover the whole cost, plus VAT, upto a maximum allowed by the Fol regulations Charged @ £25 per hr, where costs exceed £450.	450.00	450.00	0.00

FEES AND CHARGES SET BY LEGISLATION FROM 1st APRIL 2010

PLACE SHAPING	Current 2009/2010 £	Proposed 2010/2011 £	Change %
1. Outline applications			
Per 0.1ha (or part) of site area (max £5,500)	335	335	0.00
Over 2.5ha	8,285	8,285	0.00
Plus each additional 0.1ha	100	100	0.00
	max 125,000	max 125,000	
2. Existing Dwelling houses			
Extensions, alterations, etc. (including outline applications)			
1 One dwelling house	150	150	0.00
2 Two or more dwelling houses	295	295	0.00
Ancillary buildings, gates, fences, walls or other means of enclosure	150	150	0.00
3. Erection of dwelling houses			
Up to 50 (per dwelling house created)	335	335	0.00
Over 50	16565	16565	0.00
Plus each additional dwelling	100	100	0.00
	Max 250,000	Max 250,000	
4. Extensions to, and erection of, buildings (other than buildings within categories 1,2,3,5, & 6)			
0 to 40 sq ms of floor space	170	170	0.00
41 to 75 sq ms	335	335	0.00
Over 75 and up to 3750 sq m: per 75 sq m	335	335	0.00
Over 3750 sq m:	16,565	16,565	0.00
Plus per extra 75sq m	100	100	0.00
	max 250,000	max 250,000	
5. Agricultural buildings (other than buildings within category 6)			
0 to 465 sq ms of gross floor space	70	70	0.00
466 to 540 sq ms	335	335	0.00
Over 540 and up to 4215 sq m:	335	335	0.00
Per extra 75 sq m over 540sq m	335	335	0.00
Over 4215 sq m	16,565	16,565	0.00
Plus per extra 75 sq m over 4215sq m	100	100	0.00
	max 250,000	max 250,000	
6. Glasshouses and polytunnels (including outline applications) on land used for agriculture			
0 to 465 sq ms	70	70	0.00
More than 465 sq ms	1870	1870	0.00

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
7. Erection, alteration, or replacement of plant or machinery			
Site area up to 5 ha: per 0.1ha	335	335	0.00
Site area over 5 ha:	16,565	16,565	0.00
Plus per extra 0.1ha	100	100	0.00
	Max 250,00	Max 250,000	
<u>8. Car parks, service roads or other accesses, where incidental to an existing use of land</u>	170	170	0.00
<u>9 Other operations on land, inc. shop fronts, and non-residential alterations</u>			
Per 0.1ha (or part) of site area (max £1,350)	170	170	0.00
	Max £6,500		
<u>10. Uses of Land</u>			
Change of use to, or sub-division of, dwellings (conversions)			
i) Existing single dwellings (up to 50) - per additional dwelling	335	335	0.00
ii) Other buildings (up to 50) per dwelling created	335	335	0.00
iii) Over 50:	16,565	16,565	0.00
Plus per extra dwelling over 50	100	100	0.00
<u>11. Waste disposal, & winning, working, storage of minerals:</u>	See regulations	See regulations	
<u>12. Change of use, other than categories 10 and 11:</u>	335	335	0.00
Planning Conditions (and see exemptions 31 and 32 below)			
<u>13. Variation or removal of a condition:</u>	170	170	0.00
<u>14. Approval of reserved matters on an outline permission, where applicants earlier reserved matters applications have incurred total fees equalling that for a full application for the entire scheme:</u>	335	335	0.00
<u>15. Reserved matters on an outline permission where flat rate (see above) does not apply</u>			
		Fee based on floor space / number of dwelling houses involved	
<u>16. Renewal of unimplemented permission</u>			
i) Valid permission still within its time limit:			
	The fee for the equivalent application	The fee for the equivalent application	
ii) Where expired after time limit:			
	The fee for the equivalent application	The fee for the equivalent application	

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
<u>17. Permission for development already carried out: -</u>			
i) Where no planning permission:	The fee for the equivalent application	The fee for the equivalent application	
<u>18. Certificates of lawful use or development:</u>			
i) Application for an existing use of land or operational development:	The fee for the equivalent application	The fee for the equivalent application	
ii) Application for an existing use of land or operational development for use as one or more dwelling houses:	335 per dwelling house	335 per dwelling house	
iii) Application for an existing use of land or operational development in breach of condition:	170	170	
iv) Application for a proposed use of buildings or other land or any operations to be carried out in, on over or under land	Half the fee of the equivalent application	Half the fee of the equivalent application	
<u>19. Prior Approval Determinations</u>			
i) Telecommunications Development	335	335	0.00
ii) Demolition Details	70	70	0.00
iii) Agricultural or Forestry Buildings or Operations	70	70	0.00
<u>20. Duplicate applications</u>			
	Normal Fee for both applications	Normal Fee for both applications	
<u>21. Alternative applications for same site</u>			
	Fee for each alternative & total = Highest +1/2 the rest	Fee for each alternative & total = Highest +1/2 the rest	
<u>22. Development straddling LPA boundaries</u>			
	LPA to confirm fee	LPA to confirm fee	
<u>23. Requests for Confirmation that a condition(s) attached to a grant of planning permission has been complied with i</u>			
i) Householder application	25	25	0.00
ii) Any other development	85	85	0.00
<u>24. Applications required by planning conditions (other than reserved matters on an outline permission or for variation / removal of condition)</u>			
i) Householder application	25	25	0.00
ii) Any other development	85	85	0.00

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
Advertisements			
<u>25. Relating to the business on the premises</u>	95	95	0.00
<u>26. Advance signs directing the public to a business</u>	95	95	0.00
<u>27. Other advertisements</u>	335	335	0.00

Planning Exemptions: No Fee Payable

28. Works to improve disabled persons' access to a public building, or to improve access, safety, health or comfort at their dwelling house

29. Revised applications following refusal, withdrawal or previous permission:

- One application only
- Same applicant
- Same character or description of development
- Within 12 months of decision, or, in the case of a withdrawal, within 12 months of the date the application was accepted as valid

30. Applications required because of the removal of permitted development rights by a condition, or by an Article 4 Direction

31 Applications required by planning conditions (other than reserved matters on an outline permission, or for variation / removal of condition)

32. Applications for Listed Building Consent or Conservation Area Consent

Building Control

33. Building Regulations Charges

It is recommended to retain the existing Charges Scheme No. 7 (copy available on Council website www.harrow.gov.uk) until details of the proposed revised legislative changes are available. Revised legislation & guidance not yet available to LA's, for possible implementation in April 2010.

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PLACE SHAPING	Current 2009/2010 £	Proposed 2010/2011 £	Change %
<u>1. Miscellaneous Planning Charges</u>			
<u>(a) Harrow Unitary Development Plan</u>			
Harrow UDP (2004)	28.00	28.50	1.79
Harrow UDP Map (Only)	11.50	11.75	2.17
Commercial Developments Pipeline	4.30	4.40	2.33
Industrial Estates - List of companies	4.30	4.40	2.33
Large Employers Listing	4.30	4.40	2.33
Housing Monitoring Schedules (Twice Yearly)	23.00	23.50	2.17
UDP Inquiry Inspector's report (2003)	11.50	11.75	2.17
<u>(b)2001 Census Publications</u>			
Individual Ward/Borough Profiles	1.00	1.00	0.00
<u>(c) Conservation and Historic Building Publications</u>			
Mount Park Estate	9.20	9.40	2.17
Pinnerwood Park Estate	8.70	8.90	2.30
Canons Park Estate	4.20	4.30	2.38
Pinner Hill Estate	4.20	4.30	2.38
West Towers	4.20	4.30	2.38
Harrow Park	6.10	6.25	2.46
South Hill Avenue	6.10	6.25	2.46
Harrow on the Hill Village	8.70	8.90	2.30
Roxborough Park and the Grove	6.10	6.25	2.46
Sudbury Hill	8.70	8.90	2.30
Stanmore Hill	4.20	4.30	2.38
East End Farm	4.20	4.30	2.38
Kerry Farm	4.20	4.30	2.38
<u>(e)Enquiries from External Solicitors and Officer Site Visits</u>			
Officers Time - Minimum Charge			
First Half Hour	55.00	56.25	2.27
Second Half Hour	55.00	56.25	2.27
Charge per Hour or part thereafter	112.00	114.50	2.23
Copies of Application and Decision Notices S106 Agreements and TPO's	7.70	7.85	1.95
Other Documents Relating to Applications: A4 Black & White	0.10	0.10	0.00
A3 Black & White per copy	0.20	0.20	0.00
Additional Building Control Completion Certificates	43.90	44.75	1.94

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
<u>2.Charge for Demolitions</u>			
Processing, inspecting the site, and issuing a counter notice, when a Demolition Notice is submitted to the Building Control Service.	0.00	100.00	n/a
<u>3.Planning Pre Application Advice</u>			
(i) Formal Advice (by meeting, followed up in writing) on major scale/complexity	1,750.00	1,800.00	2.86
(ii) Formal Advice (by meeting, followed up in writing) on medium scale/complexity	800.00	825.00	3.13
(iii) Follow up charges based on hourly rates for officer attendance	Hourly rate of officer		
(iv) Planning Advice Team written advice per item	125.00	127.50	2.00
(v) Repeat requests for advice	100.00	102.50	2.50
Administration and Monitoring of Section 106 Agreements			
(i) When a monetary contribution is included in the agreement		5% of the overall cost value of the agreement up to a maximum of £50,000.00	
(ii) In the absence of any monetary contribution	1,200.00	1,225.00	2.08
<u>4. Copy Plans</u>			
A4 Extracts (Photocopies)	1.00	1.00	0.00
A3 Extracts (Photocopies)	2.00	2.00	0.00
A2 Extracts (Photocopies)	3.70	3.75	1.35
Full Size Plans (From Microfilms)	27.00	27.50	1.85
Planning Applications Received Lists	218.30	222.65	1.99
All the above are subject to Standard Rate VAT			

FEES AND CHARGES SET BY LEGISLATION FROM 1st APRIL 2010

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
COMMUNITY & ENVIRONMENT			
Environmental Health			
Statutory fees are subject to change in accordance with Government legislation. Changes may be made part way through any financial year, please contact the relevant team to ensure that any fees quoted are the current ones.			
All licence and registration fees are outside the scope of VAT. All other fees include VAT except where stated.			
<u>1. Stray Dogs</u>			
Statutory fee	26	26	0.00
Plus kennelling charges at cost for each stray dog placed in kennels			
<u>2. Local Authority Pollution Control.</u>			
The Environmental Protection Act 1990 and Pollution and Prevention and Control Act 1999 require the Secretary of State to set Local Air Pollution Control (LAPC) and Local Authority - Integrated Pollution Prevention and Control (LA-IPPC) fees and charges.			
(a) Application Fee	1,561	1,561	0.00
Standard Process	146	146	0.00
Service Stations	146	146	0.00
Waste Oil Burners under 0.4MW	146	146	0.00
Dry Cleaners	1,561	1,561	0.00
Mobile Screening and Crushing Plant	1,559	1,559	0.00
For the third to seventh applications	931	931	0.00
For the eight and subsequent applications	472	472	0.00
Service Stations - Low	75	75	0.00
Service Stations - Medium	149	149	0.00
Service Station - High	224	224	0.00
Waste Oil Burners under 0.4MW - Low	75	75	0.00
Waste Oil Burners under 0.4MW - Medium	149	149	0.00
Waste Oil Burners under 0.4MW - High	224	224	0.00
Odourising of Natural Gas - Low	75	75	0.00
Odourising of Natural Gas - Medium	149	149	0.00
Odourising of Natural Gas - High	224	224	0.00
Mobile Screening and Crushing Plant - Low	611	611	0.00

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
Mobile Screening and Crushing Plant - Medium	978	978	0.00
Mobile Screening and Crushing Plant - High	1,467	1,467	0.00
For the third to seventh authorisations - Low	364	364	0.00
For the third to seventh authorisations - Medium	583	583	0.00
For the third to seventh authorisations - High	874	874	0.00
For the eighth and subsequent authorisations - Low	187	187	0.00
For the eighth and subsequent authorisations - Medium	299	299	0.00
For the eighth and subsequent authorisations - High	448	448	0.00
 (c) Substantial Changes s10 & s11			
Standard Process	994	994	0.00
Service Stations	97	97	0.00
Waste Oil Burners under 0.4MW	97	97	0.00
Change to implement an upgrading plan	1561	1561	0.00
 (d) LA-IPPC Fees & Charges			
Application	3181	3181	0.00
Annual Subsistence, this is divided into the following risk bands			
Low Risk	1368	1368	0.00
Medium Risk	1524	1524	0.00
High Risk	2208	2208	0.00
 Substantial Variation			
Transfer	222	222	0.00
Partial Transfer	660	660	0.00
Surrender	660	660	0.00
 <u>3. Game Licences (Statutory)</u>			
Licence to Kill Game – Red	6	NA	
Licence to Kill Game – Blue	4	NA	
Licence to Kill Game – Green	2	NA	
Game Dealer (section 213 LGA 1972)	6	NA	
To deal in Game (Section 27 LGA 1972)	6	NA	
Licences no longer issued			
 <u>4. Liquor, Regulated Entertainment and late Night refreshment</u>			
Non domestic Rateable Value	Band		
No rateable value to £4,300	A	100	100 0.00
£4,301 to £3,3000	B	190	190 0.00
£33,001 to £87,000	C	315	315 0.00
£87,001 to £125,000	D	450	450 0.00
£125,001 and above	E	635	635 0.00

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
Premises exclusively or primarily in the business of selling alcohol			
Band D	900	900	0.00
Band E	1905	1905	0.00
Annual Fee level			
Band A	70	70	0.00
Band B	180	180	0.00
Band C	295	295	0.00
Band D	320	320	0.00
Band E	350	350	0.00
Premises exclusively or primarily in the business of selling alcohol			
Band D	640	640	0.00
Band E	1,050	1,050	0.00
Exceptionally large events			
Number in attendance at any one time			
5,000 to 9,999	1,000	1,000	0.00
10,000 to 14,999	2,000	2,000	0.00
15,000 to 19,999	4,000	4,000	0.00
20,000 to 29,999	8,000	8,000	0.00
30,000 to 39,999	16,000	16,000	0.00
40,000 to 49,999	24,000	24,000	0.00
50,000 to 59,999	32,000	32,000	0.00
60,000 to 69,999	40,000	40,000	0.00
70,000 to 79,999	48,000	48,000	0.00
80,000 to 89,999	56,000	56,000	0.00
90,000 and over	64,000	64,000	0.00
Personal Licences, Temporary Events and Other Fees			
Application for a grant or renewal of personal licence	37	37	0.00
Temporary event notice	21	21	0.00
Theft, loss etc. of premises licence or summary	10.5	10.5	0.00
Application for a provisional statement where premises being built etc	315	315	0.00
Notification of change of name or address	10.50	10.50	0.00
Application to vary licence to specify individual as premises supervisor	23	23	0.00
Application for transfer of premises licence	23	23	0.00
Interim authority notice following death etc of licence holder	23	23	0.00
Theft, loss etc of certificate or summary	10.50	10.50	0.00
Notification of change of name or alteration of rules of club	10.50	10.50	0.00
Change of relevant registered address of club	10.50	10.50	0.00
Theft, loss etc of temporary event notice	10.50	10.50	0.00

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
Theft, loss etc of personal licence	10.50	10.50	0.00
Duty to notify change of name or address	10.50	10.50	0.00
Right of freeholder etc to be notified of licensing matters	21	21	0.00
 5. Gambling Act 2005			
Betting Premises Licence Application			
- New	3000.00	3000.00	0.00
- Annual fee	600.00	600.00	0.00
- Variation	1500.00	1500.00	0.00
- Transfer	1200.00	1200.00	0.00
 Bingo Premises Licence			
- New	3500	3500	0.00
- Annual fee	1000	1000	0.00
- Variation	1750	1750	0.00
- Transfer	1200	1200	0.00
 Adult Gaming Centre (AGC)			
- New	2000	2000	0.00
- Annual fee	1000	1000	0.00
- Variation	1000	1000	0.00
- Transfer	1200	1200	0.00
 Small Lottery licence			
- New application	40	40	0.00
- Renewal	20	20	0.00
 Notification of gaming machines in alcohol licensed premises			
Notification of more than two machines	100	100	0.00
Annual fee	50	50	0.00
 Club Gaming Permits			
Annual Fee	50	50	0.00
 Club Machine Permits			
Annual fee	50	50	0.00

PROPOSED COUNCIL SET FEES AND CHARGES FROM 1st APRIL 2010

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
COMMUNITY & ENVIRONMENT			
<u>1. Hire of Pavilion tea rooms</u>			
General public	6.10	6.30	3.28
Registered pre school groups	3.05	3.20	4.92
<u>2. Tree Donations for Parks & Highways</u>			
	170.00	174.00	2.35
<u>3. Allotment Gardens</u>			
Rent of single pole (25.29 sq mtrs)	3.50	3.60	2.86
Concessions	1.50	1.60	6.67
Water charge per pole (25.29 sq mtrs) -concessions do not apply	1.25	1.30	4.00
Rotavating charge per 25.29 sq mtrs (pole) (5 pole plot minimum size for service)	7.00	7.20	2.86
Weed spraying charge per 25.29 sq mtrs (pole) (5 pole plot minimum size for service)	7.00	7.20	2.86
<u>4. Fly Tipping Removal</u>			
Removal of fly tip on private land hourly rate (minimum charge of one hour)	175.00	179.00	2.29
<u>5. Graffiti Removal</u>			
Removal of graffiti on private land hourly rate (minimum charge of one hour)	85.00	86.70	2.00
<u>6. Tennis Courts</u>			
Adult hard court rent per hour	6.00	6.20	3.33
Junior hard court rent per hour	3.00	3.10	3.33
<u>7. Rounders Pitch</u>			
Rental per occasion	47.00	48.00	2.13
<u>8. Football, Gaelic Football and Rugby</u>			
(a) Seasonal Pitch Letting (29 week season 1 match per week)			
Monday - Saturday (per season) (exempt VAT)	1,378.95	1407.00	2.03
Sunday, Bank Holiday (per season) (exempt VAT)	1,731.58	1767.00	2.05
(b) Occasional Letting (per Match)	122.11	125.00	2.37
(c) Seasonal Junior Pitch Letting (1 match per week)			
Monday - Saturday (per season) (exempt VAT)	757.89	774.00	2.13
Sunday, Bank Holiday (per season) (exempt VAT)	1,069.47	1091.00	2.01
(d) Seasonal Junior Pitch Letting (1 match per week) Without Council Changing Accommodation			
Monday - Saturday (per season) (exempt VAT)	552.63	564.00	2.06
	Current	Proposed	Change

	2009/2010	2010/2011	
	£	£	%
Sunday, Bank Holiday (per season) (exempt VAT)	814.74	832.00	2.12
(e) Occasional Junior Let (per match)	68.42	69.80	2.02
(f) Occasional Junior Pitch Letting (per match) Without Council Changing Accommodation	50.53	51.60	2.12
(g) Use of shower and dressing room without use of pitch when available (per team)	42.11	43.00	2.11
(h) Football/Rugby Exclusive Use	3,121.05	3184.00	2.02
	Increases to 100% cost recovery		
<u>9. Cricket Pitches</u>			
(a) Seasonal Lettings of 1 Day Per Week per 22 week season (exempt VAT)	2,700.00	2754.00	2.00
(b) Occasional Letting Per Day	150.00	153.00	2.00
(c) Cricket exclusive use	4,700.00	4794.00	2.00
	Increases to 75% of the cost recovery		
<u>10. Providing straight running track as required in Park</u>			
Per hour	90.00	91.80	2.00
	Increases to reflect full cost recovery		
<u>11. Pitch & Putt</u>			
Fee per round (including use of clubs and ball)			
(a) Adults	6.50	6.70	3.08
(b) Concessions	3.50	3.60	2.86
(c) Returnable Deposit	3.50	3.60	2.86
<u>12. Bowls</u>			
Season Letting	6,400.00	6528.00	2.00
Use of green mat, slip and woods per hour per player	6.00	6.20	3.33
<u>13. Rental of Park or Open Space</u>			
Small sports events (up to 150 people) event charge	120.00	123.00	2.50
Community events (such as Roxeth Show) per operating day	350.00	357.00	2.00
Large events, commercial fairs and circuses per operating day	1,000.00	1020.00	2.00
<u>14. Harrow Leisure Centre</u>			

Fees & Charges are subject to the partnership agreement with Leisure Connection and will be set in accordance with the details of that Agreement.

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
15. Sports Playing Fields (Education Season)			
Football / Rugby Seasonal Saturday (31 week season 1 match per week)	1,450.00	1479.00	2.00
Football / Rugby Seasonal Sunday	1,800.00	1836.00	2.00
Football / Rugby Casual (per match)	120.00	123.00	2.50
Football / Rugby Junior Casual (per match)	68.00	69.40	2.06
Football / Rugby Seasonal Saturday	800.00	816.00	2.00
Football / Rugby Seasonal Sunday	1,220.00	1245.00	2.05
Cricket Seasonal (18 week season 1 match per week)	2,100.00	2142.00	2.00
Cricket Casual (per match)	123.00	126.00	2.44
16. Cemetery Fees			
(a) <u>Lawn and Traditional Sections And Cremation Plots Exclusive right of burial inc. Deed of Grant and Number Tablet</u>			
Child (Resident)	618.00	631.00	2.10
Child (Non resident)	1,236.00	1262.00	2.10
Over 12 Years old (Resident)	1,638.00	1671.00	2.01
Over 12 Years old (Non resident)	3,276.00	3342.00	2.01
Supplementary charge for plots directly adjacent to paths in Carpenters Park (Resident)	827.00	844.00	2.06
Supplementary charge for plots directly adjacent to paths in Carpenters Park (Non-Resident)	1,654.00	1688.00	2.06
Interment Fees			
Child / Half Plot (Resident)	250.00	255.00	2.00
Child Half Plot (Non resident)	500.00	510.00	2.00
Over 12 Years old (Resident)	508.00	519.00	2.17
Over 12 Years old (Non resident)	1,016.00	1038.00	2.17
Oversized coffin/casket surcharge over 700mm (27") wide	300.00	306.00	2.00
Memorial Rights			
Lawn Section (Resident)	187.00	191.00	2.14
Lawn Section (Non resident)	374.00	382.00	2.14
Traditional Section (Child Resident)	187.00	191.00	2.14
Traditional Section Child) (Non resident)	374.00	382.00	2.14
Traditional Section (Over 12 years old) (Resident)	374.00	382.00	2.14
Traditional Section (Over 12 years old) (Non resident)	748.00	764.00	2.14
(b) <u>Re-Opened Graves-Inc excavation, preparation, Backfilling of grave, and attendance of staff at Interment</u>			
Interment Fee			
Child / Half Plot (Resident)	250.00	255.00	2.00
Child Half Plot (Non resident)	500.00	510.00	2.00
Over 12 Years old (Resident)	508.00	519.00	2.17
Over 12 Years old (Non-resident)	1,016.00	1038.00	2.17
Oversized coffin/casket surcharge over 700mm (27") wide	300.00	306.00	2.00

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
Additional fee for 3 Metre depth digging	410.00	418.00	1.95
<u>(c) Public Graves in which the exclusive right of burial has not been purchased.</u>			
Under 12 Years old / Half Plot (Resident)	250.00	255.00	2.00
Under 12 years old / Half Plot (Non-resident)	500.00	510.00	2.00
Over 12 Years old (Resident)	508.00	519.00	2.17
Over 12 Years old (Non-resident)	1,016.00	1038.00	2.17
Oversized coffin/casket surcharge over 700mm (27") wide	300.00	306.00	2.00
Additional fee for 3 Metre depth digging	410.00	419.00	2.20
<u>(d) Muslim Section - exclusive right of burial inc. Deed of Grant and Number.</u>			
Resident	1,638.00	1671.00	2.01
Non-resident	3,276.00	3342.00	2.01
Child(Resident)	618.00	631.00	2.10
Child(Non-resident)	1,236.00	1,262.00	2.10
Interment Fee			
Resident	508.00	519.00	2.17
Non-resident	1,016.00	1038.00	2.17
Child / Half Plot (Resident)	250.00	255.00	2.00
Child / Half Plot (Non-Resident)	500.00	510.00	2.00
Oversized coffin/casket surcharge over 700mm (27") wide	300.00	306.00	2.00
Additional fee for 3 Metre depth digging	410.00	419.00	2.20
Memorial Rights (Resident)	187.00	191.00	2.14
Memorial Rights (Non resident)	374.00	382.00	2.14
<u>(e) Greek Orthodox Section—exclusive right of burial inc. Deed of Grant and Number Tablet</u>			
Resident	1,638.00	1671.00	2.01
Non-resident	3,276.00	3342.00	2.01
Interment Fee			
Resident	508.00	519.00	2.17
Non-resident	1,016.00	1037.00	2.07
Traditional Section (Child resident)	187.00	191.00	2.14
Traditional Section (Child Non resident)	374.00	382.00	2.14
Traditional Section (Over 12 years old) (Resident)	374.00	382.00	2.14
Traditional Section (Over 12 years old) (Non resident)	748.00	764.00	2.14
Oversized coffin/casket surcharge over 700mm (27") wide	300.00	306.00	2.00
Additional fee for 3 Metre depth digging	410.00	419.00	2.20
<u>(f) Cremation plots - exclusive right of burial inc. Deed of Grant and Number Tablet</u>			
Resident	618.00	631.00	2.10

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
Non-resident	1,236.00	1262.00	2.10
Interment Fee			
Resident	161.00	164.00	1.86
Non-resident	322.00	328.00	1.86
Memorial Rights (Resident)	187.00	191.00	2.14
Memorial Rights (Non resident)	374.00	382.00	2.14
<u>(g) Cremated Remains-Full size Plot - exclusive right of burial inc. Deed of Grant and Number Tablet</u>			
Resident	1,638.00	1671.00	2.01
Non-resident	3,276.00	3342.00	2.01
Interment Fee			
Resident	161.00	164.00	1.86
Non-resident	322.00	328.00	1.86
Memorial Rights (Resident)	187.00	191.00	2.14
Memorial Rights (Non resident)	374.00	382.00	2.14
<u>(h) Cremated Remains-Existing Grave</u>			
Interment of ashes in existing grave where the exclusive right of burial has been previously purchased.			
Resident	161.00	165.00	2.48
Non-resident	322.00	329.00	2.17
<u>(i) Burial Rights and Option to purchase</u>			
(i) Option to Purchase (Non-refundable reservation fee)			
	350	357.00	2.00
(ii) Purchase of Exclusive right of burial only prior to any interment . This includes Deed of Grant and Number Tablet			
Child (Resident)	618	631.00	2.1
Child (Non resident)	1,236.00	1262.00	2.10
Over 12 Years old (Resident)	1,638.00	1671.00	2.01
Over 12 Years old (Non resident)	3,276.00	3342.00	2.01
<u>(j) Memorials (Harrow Borough Only)</u>			
The erection of all memorials is subject to the approval of the Council. The appropriate fee (if not already paid) must accompany each application.			
(i) Erection of Headstone, kerb stones etc in traditional sections only.			
Memorial Rights (Non resident)	374.00	382.00	2.14
	748.00	764.00	2.14
(ii) Erection of Headstone, Kerbs stones etc, in Children's traditional sections only. (Resident)			
	187.00	191.00	2.14
Memorial Rights Headstone, Kerbs stones etc, in Children's traditional sections only (Non resident)	374.00	382.00	2.14

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
(iii) Erection of a vertical memorial in lawn sections (Resident)	187.00	191.00	2.14
Memorial Rights vertical memorial in lawn sections (Non resident)	374.00	382.00	2.14
(iv) Replacement of a flat plaque by an upright memorial	187.00	191.00	2.14
(v) Conversion of a flat plaque to a vertical headstone style memorial	67.00	68.40	2.09
(vi) Provision of an additional flat plaque	100.00	102.00	
(vii) Replacement of a flat plaque by one of a larger size.	100.00	102.00	2.00
(viii) Additional inscription to existing memorials.	65.00	66.30	2.00
(ix) Alterations or additions to existing memorials.	65.00	66.30	2.00
 (k) <u>Sundry Fees</u>			
(i) Certificate of burial	51.00	52.10	2.16
(ii) Transfer of exclusive right of burial.	51.00	52.10	2.16
(iii) Copy of deed of grant of burial rights.	40.00	40.80	2.00
(iv) Cancellation or postponement of a previously arranged interment	143.00	146.00	2.10
(vi) Manual depth test in a grave space on request.	51.00	52.10	2.16
(vii) Admin charge for memorial permission re-application memorial permission	48.00	49.00	2.08
(viii) Oversized coffin/casket surcharge over 700mm (27") wide	300.00	306.00	2.00
 (l) <u>Search Fees (Genealogy)</u>			
(Fees are subject to VAT)			
To search the Cemetery records for an existing grave upon request			
(i) From 1950 to current date	70.00	71.40	2.00
(ii) From opening of Cemetery to 1950 for first hour	70.00	71.40	2.00
(iii) For every subsequent hour thereafter	60.00	61.20	2.00
(iv) Further search where applicable (per hr)	45.00	45.90	2.00
 <u>17. Supervision Charges: Sections 38, 278 Highways Act 1980 and S106 Town & Country Planning Act 1990</u>			
Minimum fee where the value of works is less than £2,000	138.20	140.00	1.30
Amts in excess of £2,000, Min. dependent on complexity.	6%, Min £1250	6%, Min £1250	0.00
 The Council undertakes the supervision of new estate roads that are the subject of a Section 38 Agreement providing for their adoption and highway works associated with new development. The level of charges for works in excess of £2,000 in value, being calculated on a percentage basis, takes into account rising costs.			
 <u>18. Licences for Projections over the Highway Section 177 Highways Act 1980</u>			
	680.30	695.00	2.16
 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.			

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
<u>19. Carriage Crossings</u>			
Administration and Supervision Fees	60%	60%	0.00
A charge for provision of estimate for construction of a vehicle crossing non refundable if application proceeds.	50.00	50.00	0.00
Estimate in 10 working days (non refundable)	n /a	100.00	n/a
<u>20. Street Works Licence</u>			
Statutory fees under Regulations of the New Roads & Street Works Act 1991 to give companies or individuals temporary status as a statutory undertaker to enable excavations within the public highway.			
Thames Water Utilities Ltd offer an "at cost" service to individuals under Section 75 of the Act. Being a licensed utility company, a street works licence would not be required.			
VAT exempt	510.00	520.00	1.96
Where officers involvement exceeds the statutory functions, as required by the terms of the licence, additional time will be charged at an hourly rate	104.00	106.00	1.92
Minimum charge 1/2 hour	52.00	53.00	1.92
<u>21. Damage to footpaths, street lighting etc</u>			
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 £35.00	35% or minimum £35.00	0.00
£1,001 to £2,000	30% or minimum £310.00	30% or minimum £310.00	0.00
£2,001 and over	25% or minimum £515.00	25% or minimum £515.00	0.00
<u>22. Memorial Seats On the Highway</u>			
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.	1,150.60	1,174.00	2.03
<u>23. Civic Centre Lettings (Increases to reflect recovery of part of the direct overheads)</u>			
All lettings are zero rated for VAT. Prices are for three-hour minimum session			

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
<u>Council Chamber:</u>			
Mon-Fri	166.30	170.00	2.22
Each Additional Hour	57.10	58.00	1.58
Saturday	212.20	216.00	1.79
Each Additional Hour	71.90	73.00	1.53
Sunday	269.30	275.00	2.12
Each Additional Hour	90.80	93.00	2.42
<u>Committee Rooms 1&2, or Gallery:</u>			
Mon-Fri	114.20	117.00	2.45
Each Additional Hour	39.80	41.00	3.02
Saturday	149.90	153.00	2.07
Each Additional Hour	50.00	51.00	2.00
Sunday	188.20	192.00	2.02
Each Additional Hour	61.20	62.50	2.12
<u>Committee Rooms 3,4,5, or 6:</u>			
Mon-Fri	77.00	79.00	2.60
Each Additional Hour	27.00	28.00	3.70
Saturday	98.90	100.00	1.11
Each Additional Hour	34.20	35.00	2.34
Sunday	117.30	120.00	2.30
Each Additional Hour	40.80	42.00	2.94
<u>Members' Lounge (By Special Arrangement):</u>			
Mon-Fri	149.90	153.00	2.07
Each Additional Hour	50.00	51.00	2.00
Saturday	179.00	183.00	2.23
Each Additional Hour	59.20	60.50	2.20
Sunday	229.00	234.00	2.18
Each Additional Hour	77.00	78.50	1.95
TV. & Video, or OHP & Screen	16.30	17.00	4.29
Flipchart	9.20	10.00	8.70
<u>24. Civic Centre Visitors Car Park Charges (Increases to deter inappropriate use of the car park)</u>			
Up to 1 Hour	0.70	0.80	14.29
Up to 2 Hours	1.00	1.20	20.00
Up to 3 Hours	3.00	3.00	0.00
Up to 6 Hours	5.00	5.00	0.00
6-24 Hours	10.00	10.00	0.00
<u>25. Special Refuse Collection (Inc VAT)</u>			
Hourly rate (Minimum charge of one hour)	180.00	184.00	2.22

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
First recyclable item	28.00	28.60	2.14
Second recyclable item	17.00	17.40	2.35
Each subsequent recyclable item	12.00	12.30	2.50
First Non recyclable items	40.00	40.80	2.00
Second Non recyclable items	23.00	23.50	2.17
Each subsequent Non recyclable items	12.00	12.30	2.50

Note:

(1) Half price concessions for residents in receipt of pension credit, income support, or who qualify for an assisted collection

(2) Three (securely tied) black refuse sacks are counted as one item. (Maximum weight per bag = 10 kg)

26. Clinical Waste Collections

Supply 10 bags (Inclusive of VAT)	110.00	113.00	2.73
Supply 50 bags (Inclusive of VAT)	495.00	505.00	2.02

27. Supply of Wheeled Bins – Sales (Inclusive of VAT)

New/additional 240 Litre Waste Bin	40.00	40.80	2.00
New/additional 240 Litre Brown / Blue Bin	40.00	40.80	2.00
Deliver replacement bin	15.00	15.30	2.00
Change of bin size	15.00	15.30	2.00
Change Waste Bin to Blue or Brown	FOC	FOC	n/a
1,100 Litre bin (flats, new developments)	430.00	439.00	2.09
Home Compost Bin	FOC	FOC	n/a
1280 litre recycling bin	495.00	505.00	2.02

28. Trade Refuse (Excluding of VAT)

Supply pack of 10 blue sacks	40.00	40.80	2.00
Supply pack of 50 blue sacks	180.00	184.00	2.22
120 Litre bin	6.35	6.50	2.36
240 Litre bin	8.20	8.40	2.44
360 Litre bin	11.20	11.80	5.36
660 Litre bin	18.25	19.00	4.11
1,100 Litre bin	24.25	25.50	5.15
1,280 Litre Bin	26.50	28.00	5.66
Paladin	21.00	22.00	4.76

Collections for Recycling

240 Litre bin	7.10	7.30	2.82
360 Litre bin	8.90	9.10	2.25
660 Litre bin	10.75	11.00	2.33
1,100 Litre bin	11.75	12.00	2.13
1,280 Litre bin	12.40	12.70	2.42

Ad-hoc trade collection - on normal scheduled day	Standard charge	Standard charge	n/a
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	Current	Proposed	Change
	2009/2010	2010/2011	
	£	£	%
Ad-hoc trade collection - not on scheduled day	Double Standard charge	Double Standard charge	n/a
Replacement 120/240 litre trade bin	34.78	35.50	2.07
Replacement 360 litre trade bin	69.56	71.00	2.07
Replacement 660 litre trade bin	339.13	346.00	2.03
Replacement 1100 litre trade bin	373.91	382.00	2.16
Replacement 1280 litre trade bin	430.43	440.00	2.22
Reinstatement of suspended trade contract	117.39	120.00	2.22
Provision of replacement key	60.87	62.10	2.02
Clearance of wheeled bin (domestic, recycling or trade) reported by crew (i.e. "Heavy" or "contaminated" etc.)			
"2 wheeled" bin	30.43	31.50	3.52
"4 wheeled" bin	60.87	63.00	3.50
Note:			
(1) All new trade contracts must be paid by Direct Debit			
(2) 5% discount for Direct Debit accounts			
<u>29. Civic Amenity Site</u>			
Disposal of trade waste (per tonne)	170.00	185.00	8.82
Minimum charge	45.00	50.00	11.11
Disposal of Green waste or cardboard (per tonne)	50.00	50.00	0.00
Minimum charge	10.00	10.00	0.00
Disposal of Scrap Metal (per tonne)	FOC	FOC	n/a
<u>30. Public Conveniences</u>			
A.P.C charges	0.20	0.20	0.00
<u>31. Car Parking Charges (Based on current predictions of recovery, any increases in charges is likely to lead to a reduction in usage and income)</u>			
<u>(a) On- street charges</u>			
Zone A			
Bridge Street - Pinner	0.50	0.50	0.00
Pinner Road - North Harrow	0.40	0.40	0.00
Station Road - North Harrow	0.40	0.40	0.00
Zone B - Stanmore			
Buckingham Parade	0.50	0.50	0.00
Church Road	0.50	0.50	0.00

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
Merrion Avenue	0.25	0.30	20.00
Converdale Close	0.40	0.40	0.00
Zone C - Wealdstone			
Sandridge Close	3.50	3.50	0.00
Headstone Drive	0.30	0.30	0.00
Zone CA's	0.30	0.30	0.00
Zone D - K - Harrow			
Greenhill Way, Lyon Rd, St.John's Rd	0.50	0.50	0.00
Tariff A	0.40	0.40	0.00
Tariff B	0.40	0.40	0.00
Tariff D	0.40	0.40	0.00
Tariff E	0.40	0.40	0.00
Station Road by Civic Centre	0.40	0.40	0.00
High Mead(s)	0.40	0.40	0.00
Zone P - Harrow			
Rosslyn Crescent(s)	0.40	0.40	0.00
Zone R			
Harrow			
Woodlands Road	0.40	0.40	0.00
Chrystal Way(s)	0.40	0.40	0.00
Bonnerfield Lane(s)	0.40	0.40	0.00
Flambard Road(s)	0.40	0.40	0.00
Zone M			
South Harrow			
Northolt Road	0.50	0.50	0.00
Other Road(s)	0.40	0.40	0.00
Rayners Lane			
All Bays excepts those listed below	0.40	0.40	0.00
Alexandra Avenue	0.40	0.40	0.00
Imperial Drive East-side	0.40	0.40	0.00
Village Way East - North side	0.40	0.40	0.00
Stage 2- Rayners Lane	0.40	0.40	0.00
Kenton Road - Harrow			
Kenton Road	0.30	0.30	0.00

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
Sudbury			
Greenford Road (s)	0.20	0.20	0.00
Rosebank Avenue (s)	0.20	0.20	0.00
Fernbank Avenue (s)	0.20	0.20	0.00
Zone T			
Edgware			
Edgware (s)	0.40	0.40	0.00

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
<u>(b) Off-street Parking</u>			
<u>Off street parking is VAT liable. Prices shown in section (b) include VAT</u>			
Zone A			
Chapel Lane - 8.00am - 6.30pm			
Mon - Sat per hr	0.70	0.70	0.00
Mon - Sat over 6 hrs	10.00	10.00	0.00
Love Lane - 8.00am - 6.30pm			
Mon - Sat per hr	0.70	0.70	0.00
Mon - Sat over 6 hrs	10.20	10.20	0.00
Waxwell Lane - 8.00am - 6.30pm			
Mon - Sat per hr	0.70	0.70	0.00
Zone B			
The Broadway 8.00am - 6.30pm Sat only per hr			
	0.50	0.50	0.00
Zone C			
Palmerston Rd 8.00am - 6.30pm Mon-Sat per hr			
	0.50	0.50	0.00
Peel House 7.30am - 8.30pm Mon-Sat first hour free			
	0.50	0.50	0.00
Zone D			
Davy House 8.30am - 6.30pm Mon-Sat upto 2hrs			
	1.80	1.80	0.00
10.00am - 6.00pm Sun upto 2hrs			
	1.80	1.80	0.00
Each Addnl hour			
	1.10	1.10	0.00
Gayton Rd			
12 midnight-6.30pm Mon-Fri			
	3.50	3.50	0.00
12 midnight-6.30pm Sat			
	2.40	2.40	0.00
10am-6pm Sun			
	2.40	2.40	0.00
Greenhill Rd			
8.30am-6.30pm Mon-Sat			
	1.80	1.80	0.00
10.00am-6.00pm Sun 1st 2hrs			
	1.80	1.80	0.00
Each Addnl hr			
	1.10	1.10	0.00
Greenhill Way			
8.30am-6.30pm Mon-Sat			
	2.30	2.30	0.00
10am-6pm Sun 1st 2hrs			
	2.30	2.30	0.00
Each Addnl hr			
	1.20	1.20	0.00
Queens House Multi			
12 midnight-6.30pm Mon-Fri			
	3.50	3.50	0.00
12 midnight-6.30pm Sat			
	2.40	2.40	0.00
10am-6pm Sun			
	2.40	2.40	0.00
St Johns Road			

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
8.30am-6.30pm Mon-Sat	1.80	1.80	0.00
10.00am-6.00pm Sun 1st 2hrs	1.80	1.80	0.00
Each Addnl hr	1.10	1.10	0.00
Vaughan Road			
8.30am-6.30pm Mon-Sat 2hrs	1.30	1.30	0.00
10.00am-6.00pm Sun 2hrs	1.30	1.30	0.00
8.00am-6.30pm Mon-Sat 4hrs	1.80	1.80	0.00
10.00am-6.00pm Sun 4hrs	1.80	1.80	0.00
8.00am-6.30pm Mon-Sat 6hrs	2.30	2.30	0.00
10.00am-6.00pm Sun 6hrs	2.30	2.30	0.00
8.00am-6.30pm Mon-Sat over 6hrs	2.90	2.90	0.00
10.00am-6.00pm Sun over 6hrs	2.90	2.90	0.00
Cambridge Rd			
8.00am-6.30pm Mon-Fri 1st hour free & per hr	0.40	0.40	0.00
8.00am-6.30pm Mon-Fri over 4hrs	3.10	3.10	0.00
Belmont Circle	FOC	FOC	
Grimsdyke	FOC	FOC	
Kingshill Drive	FOC	FOC	
Portland Crescent	FOC	FOC	
<u>(c) On Street Residents Permits</u>			
<u>Residents Permits: Annual Charges</u>			
1st Vehicle	46.00	46.00	0.00
2nd Vehicle	56.00	56.00	0.00
3rd Vehicle	77.00	77.00	0.00
4th Vehicle	122.00	122.00	0.00
Environmentally Friendly Vehicles	FOC	FOC	
<u>(d) On Street Visitors Permits</u>			
Zone A Pinner & North Harrow	10.20	10.20	0.00
Zone B Stanmore	10.20	10.20	0.00
Zone C Wealdstone	10.20	10.20	0.00
Zone CA Shared with Wealdstone	10.20	10.20	0.00
Zone G Harrow	10.20	10.20	0.00
Zone H Harrow	10.20	10.20	0.00
Zone L Rayners lane	10.20	10.20	0.00
Zone M South Harrow	10.20	10.20	0.00
Zone N Sudbury	10.20	10.20	0.00
Zone S Other roads in South Harrow	10.20	10.20	0.00
Zone TA Edgware (S)	10.20	10.20	0.00

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
Zone D, E, F, J, K Harrow	15.30	15.30	0.00
Zone P Harrow	15.30	15.30	0.00
Zone R Harrow	15.30	15.30	0.00
Zone TA Edgware	15.30	15.30	0.00
 <u>(e) Off - Street Business Permits (Car Parks)</u>			
<u>Pinner, Harrow, Wealdstone, North Harrow,</u>			
Reg. No. Specific: 3 months (excl. VAT)	234.10	235.00	0.38
Reg. No. Specific: 6 months (excl. VAT)	286.10	287.00	0.31
Reg. No. Specific: Annual (excl. VAT)	416.20	417.00	0.19
Off street parking is VAT liable, prices shown in section (e) exclude VAT			
 <u>(f) Off - Street Business Permits (Car Parks)</u>			
<u>Harrow</u>			
Reg. No. specific: 3 months	212.77	213.00	0.11
Reg. No. specific: 6 months	340.43	341.00	0.17
Reg. No. specific: Annual	595.75	596.00	0.04
Company: per annum	638.30	639.00	0.11
Off street parking is VAT liable, prices shown in section (f) exclude VAT			
 <u>(g) On - Street Business Permits</u>			
<u>Stanmore</u>			
Reg. No. specific: 3 months	234.10	235.00	0.38
Reg. No. specific: 6 months	286.10	287.00	0.31
Reg. No. specific: Annual	416.20	417.00	0.19
Company: per annum	546.20	547.00	0.15
 <u>(h) On-Street Business Permits</u>			
<u>Edgware</u>			
Reg specific 12 months	312.00	312.00	0.00
 <u>(i) On-Street Business Permits</u>			
<u>Wealdstone</u>			
Reg specific 12 months	306.00	306.00	0.00
 <u>(j) On-Street Resident and Business Permits</u>			
<u>Environmentally Friendly Vehicles</u>			
Reg specific 12 months	FOC	FOC	
Environmentally friendly vehicles are those propelled by electricity, compressed natural gas, methane gas, liquefied petroleum gas (LPG), hydrogen, methanol or ethanol. Evidence such as vehicle registration document is required to qualify for free parking permits			

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
32. Road Traffic Regulation			
1. Parking dispensation	12.00	12.00	0.00
2. Suspension of parking places.	29.50	29.50	0.00

33. Home Improvement Agency (HIA) Fees

The HIA was historically managed and funded jointly between the Authority and a Housing Association. A fee for assisting the client where work has been undertaken is charged. The total fee is 5% of the cost of all works.

5%	5%	0.00
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Proposed HIA Fee structure:

a) Jobs designed and supervised, % charged on the cost of all works	15%	15%	0.00
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	13%	15%	15.38
c) Jobs where external Architect/Surveyor appointed, % charged on the cost of all works	5%	5%	0.00

Note: All fees above are subject to a Minimum Fee of £150 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 HART Manager or Senior Surveyors (subject to the agreement of an appropriate authorised signatory) and would include:

- Staying Put Grant (for recipients of a means tested benefit) with a repair of £500 or less

- Small repair bills

- Contributing towards larger bills where a loan is not feasible

- As an advance for essential fees (repayable if work proceeds)

- Home Energy Efficiency Scheme shortfall

- Provision of materials for Handyperson Scheme.

- Assistance for any other case of hardship where other assistance cannot be obtained

1%	1%	0.00
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In all cases there must be no other appropriate source of financial help.

Fees have been related to benchmark and market rates as far as possible. The majority of fees have been increased to ensure cost recovery. All licence and registration fees are outside the scope of VAT. All other fees include VAT except where stated.

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
<u>34. Pest Control</u>			
Rats and Mice			
<p>The charging regime has been altered in order to better recover the costs associated with operating the services and benchmark with comparable authorities. The scope of the charging regime has also been altered, allowing private sector tenants to be charged at the residential rather than the commercial rates. In the past, private rental premises have been regarded as commercial businesses but the new regime better reflects the fact that most landlords delegate responsibility for pest control in rental agreements.</p>			
Domestic premises (price for a course of treatment, up to three visits)	41.00	85.00	107.32
Commercial premises (price for a single visit)	94.00	100.00	6.38
Large jobs: per hr per operative as priorities allow	94.00	100.00	6.38
Wasps			
Colony killed but nest not removed	53.00	55.00	3.77
Additional colony treated at the same time as the initial treatment	11.00	10.00	-9.09
Insect Pests			
(a) Bed bugs			
Domestic premises only	94.00	95.00	1.06
(b) Cockroaches			
Domestic premises only			
Bait Stations (for two sequential visits to one premises)	106.00	110.00	3.77
(c) Pharaohs Ants			
Domestic premises	94.00	95.00	1.06
Service offered at discretion of the Local Authority.			
In cases of financial hardship (in receipt of housing benefit and or council tax benefit) the charge will be 25% of the domestic premises rate.	25% of domestic rate	25% of domestic rate	0.00
Commercial premises (per visit)	94.00	100.00	6.38
Minimum charge as priorities allow. This charge is due to resource constraints, when it may not be possible to offer this service in the case of large block treatments.			
<u>35. Condemnation Certificate for Food Considered Unfit for Human Consumption</u>			
The fee is per half hour. The fee reflects the cost of undertaking the service with two officer visits.	70.00	70.00	0.00

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
<u>36. Amendments to Registers</u>			
Where a fee can be charged, the fee reflects the cost of undertaking the service	36.00	36.00	0.00
<u>37. Training Courses</u>			
Outside Scope of VAT			
a) Foundation Certificate in Food Hygiene or Health & Safety	70.00	70.00	0.00
b) Foundation Certificate in Food Hygiene exam resit	17.00	17.00	0.00
c) Basic Food Hygiene Update – Level 1	44.00	44.00	0.00
d) Intermediate Food Hygiene Course (3 Days)	195.00	195.00	0.00
e) Intermediate Food Hygiene Course Exam resit	125.00	125.00	0.00
f) Intermediate Course reduced fee for Harrow staff linked to the training of Social Services staff in food hygiene.	61.00	61.00	0.00
g) Intermediate Course reduced fee for Harrow staff, (exam re-sit at cost)	39.00	39.00	0.00
h) Advanced Food Hygiene Course (5 Days)	492.00	492.00	0.00
i) Advanced Food Hygiene Course Exam Re-sit	131.00	131.00	0.00
j) Advanced Course reduced fee for Harrow Teachers linked to the training of Harrow school pupils in food hygiene.	60.00	60.00	0.00
k) Advanced Course reduced fee for Harrow Teachers, Exam re-sit (at cost)	38.00	38.00	0.00
l) Half Day Course	39.00	39.00	0.00
m) Full Day Course	68.00	68.00	0.00
n) Foundation 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.			
o) National Certificate for Personal License Holders, level 2 qualification. Course provided by external tutor	166.00	166.00	0.00
Standard fee for up to 15 candidates	765.00	765.00	0.00
Additional fee per candidate over 15 (subject to maximum of 25 persons)	35.00	35.00	0.00

All courses are offered subject to the availability of staff to undertake the work, in addition to their normal duties. The increases proposed are in line with the charges made by other providers. All courses are offered subject to the availability of staff to undertake the work, in addition to their normal duties. The increases proposed are in line with the charges made by other providers.

Concessionary discounts for local authority catering staff, bona-fide charities, the unemployed etc. at 25% off standard charge.

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%

38. Food Hygiene Trainer Packs

The Training Pack was produced and updated by the Health Promotion Team in the Environmental Health Division. It is intended that packs would chiefly be sold to candidates on the Council's Advanced Food Hygiene Course.

a) New Packs	102.00	102.00	0.00
b) Packs to Harrow Schools (at cost) outside the scope of VAT	57.00	57.00	0.00
c) Computer based Training Pack	175.00	175.00	0.00

It is proposed to market a Trainer Pack based on a system developed for internal use. The charge is at a level based on equivalent products, but will be reviewed in future years in the light of sales.

39. Copies of entries on Public Register

Where a fee can be charged, this charge is where the extraction of data from a computer or other data source requires the processing of records, or search of records to provide a copy (excluding the Food Premises Register).

	4.00	4.00	0.00
Copy charge per A4 page	0.10	0.10	0.00

40. Copies of entries on Food Premises Register

Under the Food Premises (Registration) Regulations 1991 members of the public can inspect the register held by the Council free of charge, but a charge may be made for providing copies of entries. The information held on the register may be of particular interest to commercial concerns for promotional mail-shots, etc. The fee scale reflects this while not being onerous to enquirers seeking information about specific premises. The charges are in line with those of other Authorities. The Register contains in the order of 1,100 entries.

a) Single entry (up to 100 entries)	3.20	3.20	0.00
b) Part Register (101-300 entries)	300.00	300.00	0.00
c) Part/Whole Register (301-last entry)	777.00	777.00	0.00

41. Hypnotism Entertainments under the Hypnotism Act 1952

In as far as the Hypnotism Act permits, the Council uses entertainments licensing procedures for processing and determining authorisations for hypnotism entertainments. In addition the model conditions issued by the Home Office, with any necessary changes to take account of variations in premises or the nature of the event, will be attached as conditions on any authorisation. While there is no record of such entertainments licensed within the borough, the following basis for licences is being retained pending a wider review.

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
Capacity (maximum permitted) number of persons			
Up to 100	688.50	700.00	1.67
101 – 200	1,392.30	1400.00	0.55
201 – 300	2,055.80	2100.00	2.15
301 – 400	2,741.30	2800.00	2.14
401 – 500	3,447.60	3500.00	1.52
501 – 600	4,079.50	4200.00	2.95
601 – 700	4,785.80	4900.00	2.39
701 – 800	5,461.10	5600.00	2.54
801 – 900	5,895.60	6300.00	6.86
901 – 1,000	6,896.70	7000.00	1.50
1,001 – 1,500	10,191.80	10500.00	3.02
1,501 – 2,000	13,651.20	14000.00	2.56
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			
Open space in local authority occupation and shopping centres	447.40	460.00	2.82
(a) Duplicate Licence	32.10	35.00	9.03
Variation or transfer of Licence:			
(a) Where public advertisement is required 10% of scale fee for Licence concerned.			
(b) In all other cases	56.10	60.00	6.95
Reduced licence fee for registered Charities, religious organisations and other similar bodies where statutory fee exemption not applicable.	118.30	100.00	-15.47
(b) Occasional Licences			
1st Day Charge -estimated Capacity (persons)			
Up to 100	72.90	70.00	-3.98
101 - 200	151.00	140.00	-7.28
201 - 300	224.90	210.00	-6.63
301 - 600	415.10	420.00	1.18
601 - 1,000	800.20	800.00	-0.02
1,001 - 5,000	1,261.70	1200.00	-4.89
Additional Days Charge - estimated capacity (persons)			
Up to 100	15.30	15.00	-1.96
101 - 200	31.10	30.00	-3.54
201 - 300	44.90	45.00	0.22
301 - 600	84.20	90.00	6.89
601 – 1,000	164.20	180.00	9.62
1,001- 5,000	225.90	250.00	10.67

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
Prices for larger premises on application			
For one or more occasions within a period of one month			
Open space in local authority occupation and shopping centres	87.70	90.00	2.62
Nominal fee for community event by non-profit making organisation.	34.20	35.00	2.34
Reduced fee for registered charities, religious and voluntary organisations and similar bodies.	87.20	90.00	3.21
Nominal fee for events on premises operated by the Council where entertainment is given free.	59.20	60.00	1.35
Nominal Fee for occasional variation of an annual Licence			
First day	34.20	35.00	2.34
Additional days	26.00	26.00	0.00
Additional days in one calendar month or $\frac{1}{12}$ of the annual fee for application in that month, whichever is the lower.	26.00	26.00	0.00
Nominal Fee for occasional variation of an annual Licence in circumstances where the Council requires public advertisement of the application.	10% of Annual Licence scale fee	10% of Annual Licence scale fee	0.00
A separate fee element for veterinary inspection or other specialist inspection has been introduced for all Animal related licences to ensure recovery of costs from commercial premises seeking licences, gain clarity of charging and reflect partnership work. The fixed fee element covers the Council's costs and any changes in the veterinary inspection fee are no longer at the Council's risk.			
<u>42. Animal Boarding Establishments</u>			
(Animal Boarding Establishments Act 1963)			
(a) Initial Registration (min.fee)	151.00	155.00	2.65
(b) Renewal	100.00	100.00	0.00
Plus fee for approved veterinary or other specialist inspection			
<u>43. Dangerous Wild Animals</u>			
(Dangerous Wild Animals Act 1976)			
(a) Initial Registration	196.00	200.00	2.04
(b) Renewal	156.00	160.00	2.56
Plus fee for approved veterinary or other specialist inspection			
<u>44. Performing Animals</u>			
(Performing Animals (Regulations) Act 1925)			
(a) Initial Registration	72.50	75.00	3.45
(b) Renewal	38.00	40.00	5.26

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
(c) Certificate	12.00	12.00	0.00
Plus fee for approved veterinary or other specialist inspection.			
45. Pet Shops			
(Pet Animals Act 1951)			
(a) Initial Registration (min.fee)	178.50	180.00	0.84
(b) Renewal	126.50	130.00	2.77
Plus fee for approved veterinary or other specialist inspection.			
46. Riding Establishments	57.00	60.00	5.26
(Riding Establishments Act 1964)			
Plus fee for approved veterinary inspection			
47. Poisons			
(Poisons Act 1972)			
(a) Inclusion of person on list of those entitled to sell poison	50.00	50.00	0.00
(b) Alteration of list	17.90	20.00	11.73
(c) Retention of name on list in any year subsequent to post entry	50.00	50.00	0.00
d) Entry of name in respect of more than one set of premises for each additional set.	50.00	50.00	0.00
(e) Retention of name in respect of each additional set.	50.00	50.00	0.00
48. Breeding Establishments for Dogs			
(Breeding of Dogs Act 1973)			
(a) Initial Registration	182.10	190.00	4.34
(b) Renewal	125.00	125.00	0.00
Plus fee for approved veterinary inspection.			
49. Massage and Special Treatment Establishments			
Special Treatments			
(a) Grant of a new licence			
BAND A	150.00	150.00	0.00
BAND B	300.00	300.00	0.00
BAND C	450.00	450.00	0.00
BAND D	600.00	600.00	0.00
(b) Rate for persons operating from domestic premises			
BAND A	150.00	150.00	0.00
BAND B	225.00	225.00	0.00
BAND C	275.00	275.00	0.00
BAND D	360.00	360.00	0.00
(c) Transfer of a licence	FOC	FOC	
(d) Variation of licence	FOC	FOC	

Current 2009/2010 £	Proposed 2010/2011 £	Change %
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50. Environmental Information (regulations)

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.

Minimum charge:

Allowing one hour of officer time (outside scope of VAT)	45.50	45.50	0.00
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Additional time:

Every hour or part hour thereafter (outside scope of VAT)	45.50	45.50	0.00
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Fees for copies:

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	0.10	0.00
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51. Health, Safety and Environmental Information per hour or part hour

The Authority may be requested to provide a statement of fact or provide 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. The fee reflects the precedence set by the Health and Safety Executive for information provided under this legislation.

	45.50	47.00	3.30
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52. Immigration Employment Requests

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.

Minimum charge:

Allowing one hour of officer time (outside scope of VAT)	47.00	47.00	0.00
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Every hour or part hour thereafter (outside scope of VAT)	47.00	47.00	0.00
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53. Health Certificates

Companies requests for health certificates for foods being exported outside the EC (outside scope of VAT).

	41.00	41.00	0.00
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54. Houses in Multiple Occupation Licensing Scheme - per application

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
New basis for fees to reflect changes in national licensing legislation for houses in multiple occupation (Housing Act 2004).	654.30	655.00	0.11
<u>55. Sex Shops</u>			
Initial Application for Annual License fee for a Sex Shop licence	4,915.40	5000.00	1.72
Renewal fee for a Sex Shop licence	3,823.00	4000.00	4.63
<u>56. Immigration Inspections</u>			
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. Includes VAT at standard rate	101.00	101.00	0.00
<u>57. Scrap Metal and Salvage</u>			
The Vehicle (Crime) Act 2001 and associated Motor Salvage Operators Regulations 2002 introduced controls essentially similar to the Scrap Metal legislation. A fee is payable.			
	173.90	175.00	0.63
<u>58. National Certificate for Personal Licence Holders</u>			
This course is offered as a service to local small businesses using an external trainer on a commercial, income earning basis but at a competitive price.			
	Not Available	Not Available	
<u>59. Highways Enforcement</u>			
Skip (per month)	26.50	30.00	13.21
Skip Renewal (per month)	13.30	15.00	12.78
Where a skip 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.			
Building Materials on the highway - first month (includes £100 deposit on site - refundable subject outstanding damage to highway)			
	168.30	170.00	1.01
Renewal (per month)	63.20	65.00	2.85
Scaffolding Licence - initial 3 months (includes £100 deposit on site - refundable subject outstanding damage to highway)			
	168.30	170.00	1.01
Renewal (per 3 months)	63.20	65.00	2.85
Hoarding Licence - initial 3 months (includes £100 deposit on site - refundable subject outstanding damage to highway)			
	168.30	170.00	1.01
Renewal (per 3 months)	63.20	65.00	2.85
Inspection of Hoarding (One time charge only)	25.50	30.00	17.65

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
60. CCTV Fees			
Under the Data Protection Act 1988, Solicitors and members of the public are entitled to view recordings with an option to purchase a copy.			
Viewing: The Data Commissioner has ruled that the fee for viewing of recordings must be a universal sum of £10.00.	10.00	10.00	0.00
	Cost plus	Cost plus	
Copying and Purchase of a recording	15%	15%	0.00
Charge to insurers of recordings regarding road traffic incidents. (Service provided subject to staff availability).	56.10	60.00	6.95
61. Library Services			
<u>Fines (per item per day open):</u>			
Books and audio recordings (14+ yrs)	0.18	0.20	11.11
Videos & DVD's adults 14+ years	0.80	0.80	0.00
Videos & DVD's children	0.40	0.40	0.00
<u>Loan of:</u>			
CD music recordings (3 weekly)	0.95	1.00	5.26
Spoken word recordings (up to 2 items/sets) (3 weekly)	0.50	0.50	0.00
Spoken word recordings (3+ items/sets) (3 weekly)	0.95	1.00	5.26
Videos (children) weekly	1.50	1.50	0.00
DVDs (children) weekly	1.50	1.50	0.00
Videos (adults) weekly	2.50	2.50	0.00
DVDs (adults) weekly	2.50	2.50	0.00
Reservations adults/children	0.90	0.90	0.00
Interlibrary loans	n/a	5.00	n/a
Photocopies (mono) A4 / A3	10/20p	10/20p	0.00
Photocopies (colour)	£1.00/£1.50	£1.00/£1.50	0.00
Lettings (2 hour letting)	31.00	35.00	12.90
Exhibition Space (Gayton/Stanmore) Commission on sales 10% + VAT	25.00	30.00	20.00
Floppy discs	0.55	0.60	9.09
<u>Replacement charges:</u>			
Cost of replacement of lost or damaged library stock	Up to full replacement cost	Up to full replacement cost	
Note: Users who are on a local authority register of people with disabilities or are holders of a blue badge parking permit are exempt from overdue charges, loan charges for music, spoken word and DVDs, and can make free reservations.			
62. Community Lettings			
For Sunday use, an additional charge of £4.35 per hour is payable for caretakers' wages.	4.35	4.50	3.45

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
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	7%	7%	0.00
In certain circumstances, an additional caretaker may be required at a charge of £17.00 per hour.	17.00	17.40	2.35
Use of piano per day is £6.00	6.00	6.20	3.33
<u>(a) Hire Cost per Hour - Full Charge</u>			
High School Hall	67.30	68.70	2.08
Primary School Hall	49.00	50.00	2.04
Youth Centre Hall	49.00	50.00	2.04
Gymnasium	67.30	68.70	2.08
Classroom	12.20	12.50	2.46
Playground	12.20	12.50	2.46
Kitchen	5.10	5.20	1.96
Drama Studio	30.60	31.30	2.29
Dining Room	42.80	43.70	2.10
Playing Field	12.20	12.50	2.46
Teachers Centre	81.10	82.80	2.10
<u>(b) Hire Cost Per Hour - Concession</u>			
High School Hall	33.70	34.40	2.08
Primary School Hall	24.50	25.00	2.04
Youth Centre Hall	24.50	25.00	2.04
Gymnasium	33.70	34.40	2.08
Classroom	6.10	6.30	3.28
Playground	6.10	6.30	3.28
Drama Studio	15.30	15.70	2.61
Dining Room	24.50	25.00	2.04
Kitchen	5.10	5.20	1.96
Playing Field	6.10	6.30	3.28
Teachers Centre	40.50	41.40	2.22

63. Harrow Arts Centre

The 2009-2010 rates are for the period 1st September 2009 to 31st August 2010. The 2010-2011 rates are valid to 31st August 2011.

All lettings are zero rated for VAT. Prices are per hour.

All bookings after midnight incur a supplementary charge of £25 per hour per room booked.

An additional single charge of £40 may be levied on bookings requiring only one room.

Current	Proposed	Change
2009/2010	2010/2011	
£	£	%

All bookings are subject to current Terms and Conditions.

Rooms & Dance Studio

(a) Charity Rate per hour

Large Room	24.00	25.20	5.00
Small Room	12.00	12.60	5.00
Dance Studio	19.00	20.00	5.26

	Current 2009/2010 £	Proposed 2010/2011 £	Change %
<u>(b) Arts Rate per hour</u>			
Large Room	16.50	17.30	4.85
Small Room	8.00	8.40	5.00
Dance Studio	19.00	20.00	5.26
<u>(c) Education/Training Rate per hour</u>			
Large Room	27.50	28.90	5.09
Small Room	15.50	16.30	5.16
Dance Studio	19.00	20.00	5.26
<u>(d) Business Rate per hour</u>			
Large Room	74.00	77.70	5.00
Small Room	37.00	38.90	5.14
Dance Studio	42.00	44.10	5.00
<u>(e) Harrow Council Rate per hour</u>			
Large Room	27.50	28.90	5.09
Small Room	15.50	16.30	5.16
Dance Studio	19.00	20.00	5.26
Performance Spaces			
<u>(f) Charity Rate Elliott Hall per hour</u>			
Elliott Hall Rehearsal Hire	73.00	76.70	5.07
Elliott Hall Technical Rehearsal Hire	110.00	116.00	5.45
Elliott Hall Performance Hire 1 Night (Sun-Thu)	145.00	152.00	4.83
Elliott Hall Performance Hire 1 Night (Fri-Sat)	182.00	191.00	4.95
Elliott Hall Performance Hire 2-5 Nights (Sun-Thu)	110.00	116.00	5.45
Elliott Hall Performance Hire 2-5 Nights (Fri-Sat)	125.00	131.00	4.80
Elliott Hall Performance Hire 6-7 Nights	115.00	121.00	5.22
<u>(g) Arts Rate Elliott Hall per hour</u>			
Elliott Hall Rehearsal Hire	55.00	57.80	5.09
Elliott Hall Technical Rehearsal Hire	83.00	87.20	5.06
Elliott Hall Performance Hire 1 Night (Sun-Thu)	110.00	116.00	5.45
Elliott Hall Performance Hire 1 Night (Fri-Sat)	136.00	143.00	5.15
Elliott Hall Performance Hire 2-5 Nights (Sun-Thu)	78.00	81.90	5.00
Elliott Hall Performance Hire 2-5 Nights (Fri-Sat)	98.00	103.00	5.10
Elliott Hall Performance Hire 6-7 Nights	87.00	91.40	5.06
<u>(h) Business Rate Elliott Hall per hour</u>			
Elliott Hall Rehearsal Hire	110.00	116.00	5.45
Elliott Hall Technical Rehearsal Hire	167.00	175.00	4.79
Elliott Hall Performance Hire 1 Night (Sun-Thu)	220.00	231.00	5.00
Elliott Hall Performance Hire 1 Night (Fri-Sat)	270.00	284.00	5.19

	Current 2009/2010	Proposed 2010/2011	Change
	£	£	%
Elliott Hall Performance Hire 2-5 Nights (Sun-Thu)	150.00	158.00	5.33
Elliott Hall Performance Hire 2-5 Nights (Fri-Sat)	194.00	204.00	5.15
Elliott Hall Performance Hire 6-7 Nights	172.00	181.00	5.23
<u>(i) Function Rate Elliott Hall per hour</u>			
Elliott Hall – Monday to Thursday	130.00	137.00	5.38
Elliott Hall – Friday to Sunday	167.00	175.00	4.79
<u>(j) Harrow Council Rate Elliott Hall per hour</u>			
Elliott Hall	99.00	104.00	5.05
<u>(k) Charity Rate Travellers Studio per hour</u>			
Travellers Studio Rehearsal Hire	36.50	38.40	5.21
Travellers Studio Technical Rehearsal Hire	54.00	56.70	5.00
Travellers Studio Performance Hire 1 Night	73.00	76.70	5.07
Travellers Studio Performance Hire 2-5 Nights	57.00	59.90	5.09
Travellers Studio Performance Hire 6-7 Nights	51.00	53.60	5.10
<u>(l) Arts Rate Travellers Studio per hour</u>			
Travellers Studio Rehearsal Hire	28.00	29.40	5.00
Travellers Studio Technical Rehearsal Hire	41.50	43.60	5.06
Travellers Studio Performance Hire 1 Night	55.50	58.30	5.05
Travellers Studio Performance Hire 2-5 Nights	45.00	47.30	5.11
Travellers Studio Performance Hire 6-7 Nights	40.50	42.60	5.19
<u>(m) Business Rate Travellers Studio per hour</u>			
Travellers Studio Rehearsal Hire	55.50	58.30	5.05
Travellers Studio Technical Rehearsal Hire	84.00	88.20	5.00
Travellers Studio Performance Hire 1 Night	110.00	116.00	5.45
Travellers Studio Performance Hire 2-5 Nights	88.00	92.40	5.00
Travellers Studio Performance Hire 6-7 Nights	78.00	81.90	5.00
<u>(n) Harrow Council Rate Travellers Studio per hour</u>			
Travellers Studio	57.50	60.40	5.04

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.

(o) Catering – these are quoted according to individual requirements.

(p) Technical, equipment and other charges – these are quoted according to individual requirements.