

FEES AND CHARGES

APPENDIX

- (i) Civic Events 2021-22
- (ii) Land Charges, Electoral Services from 1 January 2021 and Freedom of Information
- (iii) Sports Grounds, Beach Huts, Countryside Sites and Open Spaces Events – January 2021
- (iv) Market and Street Trading 2021-22
- (v) Neighbourhood Staff 2021-22
- (vi) Street Naming and Numbering 2021-22
- (vii) Museums 2021-22
- (viii) Visitor Information Centre 2021-22
- (ix) Private Sector Housing Services from 1 January 2021
- (x) Planning Services
- (xi) Building Control Service from 1 January 2021
- (xii) Parking Services 2021-22
- (xiii) Environmental Health and Licensing Services from 1 January 2021
- (xiv) Recycling and Trade Services, Fixed Penalty Notices 2021-22
- (xvi) Cemetery and Crematorium 2021-22
- (xvi) Sport and Leisure from 1 January 2021

VAT Indicators

The VAT indicators in the schedules are as follows:

ST = Standard Rated

EX = Exempt

NB = Non Business

ZR = Zero Rated

(i) Civic Events

Introduction

It is proposed that the current levels of fees and charges for the Opening of the Oyster Fishery, the Oyster Feast and the Mayor Making Lunch be increased in line with the recommended 2.7%.

There have been occasions in the past where the Opening of the Oyster Fishery was held at Cudmore Grove Country Park rather than using a boat. Should future plans involve the hosting of the Opening of the Oyster Fishery at Cudmore Grove Country Park, an alternative charge of £62 per person (including VAT) for the event is applied.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Mayor Making Lunch	Per Person		ST	29.17	35.00	30.00	36.00
Opening of the Oyster Fisheries	Per Person		ST	70.83	85.00	72.50	87.00
Oyster Feast	Per Person		ST	79.17	95.00	81.67	98.00

Equality, Diversity and Human Rights implications

Equality Impact Assessments are available to view on the Colchester Borough Council website by following this pathway from the homepage: Your Council > How the Council Works > Equality and Diversity > Equality Impact Assessments >Policy & Corporate.

(ii) Land Charges, Electoral Services and Freedom of Information

Local Land Charges

Introduction

Legislation requires fees are calculated on a cost recovery basis.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Residential (CON 29R + LLC1)			ST	131.55	154.56	131.55	154.56
Commercial (CON 29R + LLC1)			ST	131.55	154.56	131.55	154.56
LLC1			NB	20.00	20.00	20.00	20.00
CON 29 O Questions 4-21			ST	10.00	12.00	10.00	12.00
Con 29 O Question 22			ST	14.00	16.80	14.00	16.80
Con 29 R Residential			ST	111.55	134.56	111.55	134.56
Con 29 R Commercial			ST	111.55	134.56	111.55	134.56
Additional written enquiries per question			ST	20.00	24.00	20.00	24.00
Additional Land Parcels per extra assessment Con29 +LLC1			ST	15.00	18.00	15.00	18.00
Additional Land Parcels per extra assessment LLC1			NB	5.00	5.00	5.00	5.00
Copy documents (per document)			NB	20.00	20.00	20.00	20.00

Electoral Services

Introduction

Registers fees are governed by statute as stated below.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
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Electoral Services							
Register (Paper copies) Flat rate administration fee £10.00	Additional charge of £5.00 per 1000 names		ST	8.33	10.00	8.33	10.00
Register data Flat rate administration fee £10.00	Additional charge of £1.50 per 1000 names		ST	16.67	20.00	16.67	20.00
Certificate of registration			ST	20.83	25.00	20.83	25.00

Freedom of Information Requests

Introduction

Freedom of Information requests are provided free of charge under the legislation, up to an appropriate limit set by the Ministry of Justice. The appropriate limit for local government is £450. Requests that exceed the appropriate limit may be either declined or charged at the rate of £25 per hour, also set by legislation.

(iii) Sports Grounds, Beach Huts, Countryside Sites and Open Spaces Events

Introduction

Sports

The changes proposed aim to ensure that sites and facilities remain competitive in the market, whilst demonstrating value for money for customers. The proposed changes have aimed to limit increases, in particular for junior rates.

Access Licenses will increase in line with 2021/22 guideline (2.7%).

Highwoods and Countryside

- Car Parking charges have been reviewed. Considering the continued high levels of use, the aim to encourage more sustainable journeys, and simplify the charging rates, changes have been made that introduces the same charging matrix 7 days a week and increases the rates.
- In reviewing the educational and hire offer of the sites, changes have been introduced to better reflect the marketable offer.
- It is proposed to increase fishing permit charges
- There is no proposed change to equipment hire and service charges

Allotment

No increase in charges is proposed.

Beach Hut Rents

It was proposed that beach hut rents increase by CPI (2%) in 2020/21. This increase was not passed onto customers in 2020/21. In addition, beach hut customers received a 1-month rebate in 2020/21 to compensate for the inability of them being able to use the beach huts during the stringent Covid-19 lockdown measures. Whilst there is no increase proposed for 2021/22 charges, beach hut customers will experience a CPI (2%) increase reflecting the proposed changes in 2020/21.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
FOOTBALL, RUGBY and HOCKEY							
Full size - casual - all days	Adult per match		ST	59.77	71.73	60.83	73.00
Full size - casual - all days	Junior per hour		ST	17.89	21.47	18.33	22.00
9-a-side football	Per hour		ST	16.73	20.07	19.17	23.00
7-a-side or mini rugby/hockey - all days	Per hour		ST	15.66	18.79	17.50	21.00
Training grid - all days	Adult per hour		ST	13.16	15.79	14.17	17.00
Training grid - all days	Junior per hour		ST	8.67	10.40	9.17	11.00
Training pitch (7 a side or half full pitch) - all days	Per hour		ST	10.74	12.89	11.67	14.00
American Football Pitch	Per match		ST	27.30	32.75	29.17	35.00
BOWLS							
Season ticket	Per member		ST	96.01	115.22	100.00	120.00
Season ticket	Per member	Discounted	ST	72.03	86.44	73.33	88.00
Adult weekend season ticket (1/2 full price)	Per member		ST	48.05	57.66	50.00	60.00
Adult weekend season ticket (1/2 full price)	Per member	Discounted	ST	36.05	43.26	36.67	44.00
Weekend family ticket	Both partners and under 16 offspring		ST	96.10	115.33	95.83	115.00
Weekend family ticket	Both partners and under 16 offspring	Discounted	ST	72.12	86.55	70.83	85.00
Junior bowls	Under 16's		ST	72.03	86.44	70.83	85.00

Junior bowls membership	Under 16's	Discounted	ST	54.04	64.85	55.00	66.00
CRICKET							
Colchester & EECC - exclusive weekend use	Per season		EX	3,837.69	3,837.69	3941.31	3941.31
Pitch - casual - weekday	All day	from 11am	ST	69.07	82.89	73.33	88.00
Pitch - casual - weekday	Half day	from 1pm	ST	59.59	71.51	50.00	60.00
Pitch - casual - weekend & B/H	All day	from 11am	ST	77.40	92.88	81.67	98.00
Pitch - casual - weekend & B/H	Half day	from 1pm	ST	65.68	78.81	55.00	66.00
Pitch - casual - weekday	Junior per hour		ST	17.35	20.82	18.33	22.00
Practice nets	Per 4 hours		ST	9.13	10.95	10.83	13.00
CYCLING							
Grass track - club use - all days			ST	46.08	55.30	47.33	56.79
TENNIS							
Lawn Tennis Club Season Charge			EX	927.26	927.26	952.30	952.30
ROUNDERS							
Pitch - all days	Adult	Per hour	ST	20.85	25.02	23.33	28.00
Pitch - all days	Junior	Per hour	ST	13.16	15.79	13.33	16.00
ATHLETICS Shrub End Sports Ground							
Long jump	Jnr/Educ.	Per hour	ST	13.16	15.79	12.92	15.50
Running track 300m oval	Shrub End	Per hour	ST	23.27	27.92	25.00	30.00
Running track 4 land 100m straight	Shrub End/ Old Heath	Per hour	ST	15.48	18.58	16.67	20.00
* Education Use - restricted to school day	9am– 3:30pm	Term time					
Sports Day Base Charge	Shrub End Only		ST	45.47	54.57	45.83	55.00
Other Misc. Open Space Costs							

Permit for regular commercial use of POS for bootcamps/fitness classes excluding Castle Park, HWCP and Sports Grounds			ST	6.26	7.52	6.25	7.50
Permit for commercial use of POS for small activities excluding Castle Park, HWCP and Sports Grounds			ST	23.68	28.42	16.67	20.00
Access Licenses							
Pedestrian Access			EX	45.10	45.10	46.32	46.32
Vehicle & Pedestrian Access			EX	90.21	90.21	92.64	92.64
Vehicle Parking & Pedestrian Access			ST	132.12	158.54	135.69	162.83

High Woods Country Park, Castle Park and Countryside Sites							
Fishing (closed 15 March to 15 June incl)							
High Woods Country Park	Adult	Season	ST	37.42	44.90	50.00	60.00
High Woods Country Park	Junior	Season	ST	22.92	27.50	29.17	35.00
High Woods Country Park	Adult	Day	ST	7.67	9.20	9.17	11.00
High Woods Country Park	Junior	Day	ST	5.08	6.10	6.25	7.50
Activities							
Children's Craft / Environmental Activity / Natural History Event	2 hours		EX	4.50	4.50	5.50	5.50
Family Self-Guided Event			EX	1.00	1.00	1.00	1.00
Forest Schools - Site hire by other groups	Low user – up to 2.5 days per week	Hire for a year	EX	219.00	219.00	235.00	235.00
Forest Schools - Site hire by other groups	High user – over 2.5 days per week	Hire for a year	EX			335.00	335.00
Forest Schools - Site hire by other groups	Low user – up to 2.5 days per week	Hire for a term	EX	78.00	78.00	80.00	80.00
Forest Schools - Site hire by other groups	High user – over 2.5 days per week	Hire for a term	EX			128.00	128.00
Forest Schools - Site hire by other groups		Hire per half day	EX			25.00	25.00

Forest Schools – Commercial surcharge additional charge		All hire	EX			65.00	65.00
Environmental Education session (Led by Education Officer/Ranger)		Min charge £67.50 (equivalent 15pp)	EX	4.20	4.20	4.50	4.50
Hire of educational equipment			ST	21.25	25.50	25.50	25.50
Venue Hire / Ground rents							
Hire of High Woods Country Park and Castle Park Meeting Rooms and Visitor Centre	Per hour		EX	16.80	16.80	10.00	10.00
High Woods Country Park - Ground Rent	Per hour	Negotiable	ST	42.50	51.00	42.50	51.00
Hire of Lower Bowls Pavilion and Green	Per hour	Negotiable	ST	42.50	51.00	42.50	51.00
Hire of Bandstand - Castle Park	Per hour	Negotiable	ST	42.50	51.00	42.50	51.00
Hollytrees Lawn - Ground Rent	Per hour	negotiable	ST	42.50	51.00	42.50	51.00
Hollytrees Meadow - Ground Rent	Per Hour	negotiable	ST	60.83	73.00	60.83	73.00
Castle Bailey - Ground Rent	Pe Hour	negotiable	ST	60.83	73.00	60.83	73.00
Upper Park Slopes – Ground Rent	Per Hour	negotiable	ST	81.67	98.00	81.67	98.00
Lower Park – Ground Rent	Per Hour	negotiable	ST	127.50	153.00	127.50	153.00
Staff/labour cost to support Outdoor Events	Per hour		EX	28.53	28.53	28.53	28.53
Helicopter Landings – Castle Park	Per occasion		ST	101.67	122.00	101.67	122.00
Commercial Photography	Per occasion	Negotiable	EX	307.00	307.00	307.00	307.00
Commercial Filming	Per occasion	Negotiable	EX	614.00	614.00	614.00	614.00
High Woods Country Park & Port Lane Car Parking							
Weekdays	Up to 2 hours		ST	0.42	0.50		

Weekdays	2 – 4 hours		ST	1.67	2.00		
Weekdays	Over 4 hours		ST	3.33	4.00		
Weekends and Bank Holidays	Up to 2 hours		ST	0.42	0.50		
Weekends and Bank Holidays	2 – 4 hours		ST	1.67	2.00		
All days	Up to 2 hours		ST			0.83	1.00
All days	2 – 4 hours		ST			2.50	3.00
All days	Over 4 hours		ST			5.83	7.00
Castle Park – Equipment Hire & Service Charges							
Electric Supply	Per day	3 phase 63 amp per socket	ST	144.50	173.40	144.50	173.40
Electric Supply	Per day	63 amp per socket	ST	43.17	51.80	43.17	51.80
Electric Supply	Per day	32 amp per socket	ST	24.25	29.10	24.25	29.10
Electric Supply	Per day	16 amp per socket	ST	12.08	14.50	12.08	14.50
water	Per day	standpipe	ST	26.01	31.21	26.01	31.21
Wheelie Bins	each	1100 litres	ST	21.25	25.50	21.25	25.50
White Line Marker	Per occasion	Groundsman Type	ST	6.06	7.14	6.06	7.14
Road Pins	Per 10		ST	3.00	3.60	3.00	3.60
PA System	Per day		ST	61.17	73.40	61.17	73.40
Radios	each	2-way analogue	ST	12.33	14.80	12.33	14.80
Tables	each	trestle	ST	7.25	8.70	7.25	8.70
Chairs	each		ST	2.50	3.00	2.50	3.00

Temporary Fencing	Per panel delivered	1m x 2.5m	ST	2.17	2.60	2.17	2.60
Temporary Fencing	Per Panel Installed	1m x 2.5m	ST	6.50	7.80	6.50	7.80
Overnight Security	1 x security guard	Per night	ST	301.75	362.50	301.75	362.50
High Hedges Legislation fees							
Complaint processing fee	Full rate		NB	316.82	316.82	316.82	316.82
	Concession rate - those in receipt of approved benefits		NB	105.57	105.57	105.57	105.57

Allotment Plot Fees							
Full rate charges							
Plot rent per m2			EX	0.34	0.34	0.34	0.34
Water charges per m2			EX	0.16	0.16	0.16	0.16
Total plot rent			EX	0.50	0.50	0.50	0.50
Concessionary rate charges							
Plot rent per m2			EX	0.30	0.30	0.30	0.30
Water charges per m2			EX	0.16	0.16	0.16	0.16
Total plot rent			EX	0.46	0.46	0.46	0.46

Beach Hut Fees							
Plot rental							
Resident - Large Front Row			ST	227.27	272.72	227.27	272.72
Resident - Small Front Row			ST	153.62	184.35	153.62	184.35
Resident - Large Other Row			ST	199.97	239.97	199.97	239.97
Resident - Small Other Row			ST	134.56	161.47	134.56	161.47
Non-Resident - Large Front Row			ST	381.79	458.14	381.79	458.14
Non-Resident - Small Front Row			ST	259.12	310.94	259.12	310.94
Non-Resident - Large Other Row			ST	341.49	410.15	341.49	410.15
Non-Resident - Small Other Row			ST	232.00	278.40	232.00	278.40
Plot rental - Concession							
Resident - Large Front Row			ST	167.23	200.67	167.23	200.67
Resident - Small Front Row			ST	115.42	138.51	115.42	138.51
Resident - Large Other Row			ST	148.17	177.80	148.17	177.80
Resident - Small Other Row			ST	98.15	117.79	98.15	117.79
Non-Resident - Large Front Row			ST	287.30	344.76	287.30	344.76
Non-Resident - Small Front Row			ST	186.36	223.64	186.36	223.64
Non-Resident - Large Other Row			ST	259.12	310.94	259.12	310.94
Non-Resident - Small Other Row			ST	161.77	194.13	161.77	194.13
Transfer Fee			ST	240.86	289.04	240.86	289.04
Plot rental for the commercial hire of beach huts							
Resident - Large Front Row			ST	568.17	681.81	568.17	681.81
Resident - Small Front Row			ST	384.12	460.95	384.12	460.95
Resident - Large Other Row			ST	500.00	599.99	500.00	599.99
Resident - Small Other Row			ST	339.29	407.15	339.29	407.15
Transfer Fee			NB	289.05	346.86	289.05	346.86
Other Relevant Fees							
Deck Chair Hire	X09	Year	ST	161.50	193.80	161.50	193.80
Sailing Board Club	X11	Year	ST	340.01	408.01	340.01	408.01
Large Front Row Charity	X13	Year	ST	97.71	117.25	97.71	117.25

Equality, Diversity and Human Rights implications

- The proposed fees and charges affect all customers equally. Junior charges are available for many of the activities and a reduced concession price is available on some charges.
- Charges have been set in accordance with the leisure services pricing policy, which will be subject to an Equality Impact Assessment as and when it is reviewed.
- There are no new charging arrangements being introduced which will have a negative impact on any equality target groups.

(iv) Market and Street Trading

Introduction

Street Trading to be increased by the guideline (2.7%) * and rounded up to nearest 10p

For Markets, the average cost per pitch nationally is between £10 and £35 for 3m (based on 2018 National Market Survey). To make it more competitive with its neighbours, whose fees are around £20 per 3m, the recommendation is for fees to remain the same in 21-22. In 20-21, Colchester Market successfully transitioned to 7-day-a-week trading on Culver St East in partnership with Lion Walk. The High St Market operates on Fridays and Saturdays only. Traders have also transitioned to bringing and setting up their own units/gazebos, hence a saving passed on to reflect the change of service.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
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Market Pitches for High Street							
Small	2.5m x 2.5m		EX	20.00	20.00	20.00	20.00
Standard	3m x 3m		EX	25.00	25.00	25.00	25.00
Large	5m x 3m		EX	35.00	35.00	35.00	35.00
Extra Large	10m x 3m		EX	60.00	60.00	60.00	60.00
Electric Hook Up Charge			EX	1.50	1.50	1.50	1.50
Street Trading							
Small	2m x 2m		EX	13.00	13.00	13.40	13.40
Medium	2.5m x 2.5m		EX	18.10	18.10	18.60	18.60
Large	3m x 3m		EX	20.70	20.70	21.30	21.30
Extra Large	2.5m x 5m		EX	23.30	23.30	23.90	23.90

Equality, Diversity and Human Rights implications

There are no particular equality, diversity or human rights implications. This is covered in the original EQIA for the Service. The EQIA can be found here: <http://www.colchester.gov.uk/article/4959/Community-Services>

(v) Neighbourhood Staff

Introduction

These are the charges used for such activities as Road Closures and Bin Emptying. In undertaking a review, the changes have been increased to better reflect the true cost of providing the services. Additional lines have been included to further assist with the pricing of work requirements.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Neighbourhood Charges							
Operative	Hourly		EX			35.85	35.85
Driver/Warden	Hourly		EX			40.17	40.17
Vehicle (3.5t) plus driver and operative	Hourly		EX	79.56	79.56	81.71	81.71
Vehicle (7.5t) plus driver and operative	Hourly		EX			84.44	84.44
Vehicle (26t open back) plus driver and operative	Hourly		EX			99.28	99.28
Vehicle (26t trade lift) plus driver and operative	Hourly		EX			99.51	99.51

Equality, Diversity and Human Rights implications

There are no equality, diversity or human rights implications. This is covered in the original EQIA for the Service. The EQIA can be found here:

<http://www.colchester.gov.uk/article/4959/Community-Services>

(vi) Street Naming and Numbering

Introduction

The authority can charge for elements of the naming and numbering function by virtue of Section 64 and 65 of the 1847 Act coupled with Section 93 of the 2003 Act.

For Street Naming and Numbering this charge covers:

- The Naming and numbering of new properties (including conversions).
- Alterations in either name or numbers to new developments after initial naming and numbering has been undertaken.
- Consultation and liaising with external organisations such as Royal Mail, Town or Parish Councils and Emergency Services (as a non-statutory element of naming of streets).

Charges are proposed for services delivered to Developers, and services (such as adding a name to a property) provided to individual residents will remain free of charge.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Street Name Change	Each		NB	100.00	100.00	200.00	200.00
Plot Change	Each	£100 minimum charge	NB	10.00	10.00	25.00	25.00
Numbering / Naming new dwelling	Each		NB	N/A	N/A	95.00	95.00
New Street Name	Each		NB	N/A	N/A	400.00	400.00

Equality, Diversity and Human Rights implications

We have fully considered the equality and diversity impacts of our fees and charges and conclude that there are no adverse impacts that cannot be appropriately mitigated.

(vii) Museums

Introduction

Colchester Borough Council has three Museums. Hollytrees and Natural History Museum are free to the public and there is no proposal to change that. The Castle is a charged for attraction and the income is important, allowing for sustainability and investment in this iconic historic asset. Child and concession prices were increased significantly in 2020/21 in line with the percentage concessions between these and adult prices more typically seen at visitor attractions. The pandemic has of course had a major impact on income making analysis of this increase difficult and it is proposed that these prices remain the same as a CPI increase would put them over a pound bracket which may lead to price resistance. Adult prices were not changed however and so an increase on those is proposed for 2021/22. A simple inflationary increase would create some peculiar pricing and analysis of competitors and the psychology of keeping prices immediately below pounds would suggest an increase from £10 to £10.95 to be reasonable. This increase would have a positive effect on income and reflect additional running costs although the service will need to be vigilant to signs of price resistance. Family saver tickets have been increased by £1 as a simple increment in line with the adult ticket prices, above CPI increases but ensuring good value and sustaining prices that are unlikely to stand out.

Group prices have been increased more significantly as prices have been sustained for a number of years and with prices increased on adult and concession tickets, proportionate rises were due. Staff are still provided some flexibility with these prices to secure bookings.

School prices have been increased largely following the CPI increment but a rise from £3.30 to £3.50 and £4.30 to £4.50 and therefore double the CPI is unlikely to raise any significant barrier to schools but will provide a meaningful boost to income. Tour prices have been increase having been sustained for a couple of years. In line with the proportionate increases with child/concession admissions, tour prices have increased for these tickets significantly (from £1.50 to £2).

These proposals remain good value for visitors to Colchester when compared to regional competitors, especially when coupled with our two free Museums. In 2021/22, it is proposed that all visitors can sign up to what was the popular 'Residents Pass scheme' thereby allowed access all year for the price of their initial admission. This is commensurate with many visitor attractions, encouraging repeat visits and secondary spend, regional visitors returning with paying friends and family and the opportunity for the service to introduce direct debit on the annual pass. The membership scheme that has significantly dwindled following the introduction of the Residents Pass will be overhauled in 2021/22 as part of a new fundraising initiative.

For those for whom the prices remain a real barrier, the Castle will continue to open to the public for free twice a year; for Heritage Open Day and the special 'Christmas at the Castle' event.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Castle Admission Charges, Tours and Tablet Hires at the Castle							
Individual	Annual Membership for any visitor on opting-in / signing up						
Adult			ST	8.33	10.00	9.12	10.95
Student			ST	5.79	6.95	5.79	6.95
Child	4 – 16 years	0 – 3 free	ST	4.96	5.95	4.96	5.95
Concession			ST	5.79	6.95	5.79	6.95
Saver tickets	Annual Pass for any visitor on opting-in / signing up						
	2 x adults plus 2 x children/ concessions		ST	23.34	28.00	24.17	29.00
	2 x adult plus 1 child/ concession		ST	19.17	23.00	20.00	24.00
	1 x adult plus						

	3 x children/ concessions		ST	20.84	25.00	20.84	25.00
Group	12+ people: Negotiable			Guideline	prices		
Adult			ST	6.62	7.95	Negotiable depending on the type of group, day, time, season etc	
Child	4 – 16 years	0 – 3 free	ST	3.75	4.50		
Concession			ST	4.12	4.95		
Tours							
Adult			ST	2.50	3.00	2.58	3.10
Child/Concession	4 – 16 years	0 – 3 free	ST	1.25	1.50	1.67	2.00
Tablet Hire	2020-21 prices held						
All hires			ST	0.83	1.00	0.83	1.00
Memberships (non-borough)							
Child / Concession	4 – 16 years	0 – 3 free	ST	10.42	12.50	10.83	13.00
Adult			ST	15.42	18.50	15.84	19.00
Joint Adult			ST	27.50	33.00	28.34	34.00
Family			ST	40.83	49.00	40.83	49.00
School Admissions	VAT Exempt						
Colchester Castle							
Borough – general visit			EX	3.30	n/a	3.50	n/a
Borough – schools package			EX	4.30	n/a	4.50	n/a
Non-Borough – general visit			EX	3.80	n/a	3.90	n/a
Non-Borough – schools package			EX	4.80	n/a	4.90	n/a
Teacher / adult helper	Up to 6 x adults per 32 pupils are not charged			Free	Free	Free	Free
Hollytrees Museum							
General visit				Free	Free	Free	Free
Borough – half day			EX	3.80	n/a	3.90	n/a
Borough – full day			EX	4.30	n/a	4.50	n/a
Non-Borough – half day			EX	4.30	n/a	4.50	n/a
Non-Borough – full day			EX	4.80	n/a	4.90	n/a
Teacher / adult helper	Up to 6 x adults per 32 pupils are not charged			Free	Free	Free	Free

Equality, Diversity and Human Rights implications

No human rights issues are apparent in relation to the delivery of the Colchester Museums Service. It is acceptable to charge an entry fee to the Castle due to the inherent cost in protecting and providing access to both the building and the collection displayed and interpreted inside. The Castle is a legally protected Scheduled Ancient Monument which the Council has a duty of ownership to maintain and protect, and the historical and educational value of the designated archaeological collections are of international significance. Castle visitors perceive value in paying for admission to the Castle as a 'day out' venue for family or individual enjoyment and lifelong learning. A number of good value and discount options are available, now including the annual Resident Pass for Borough residents for the same price as a day ticket which represents excellent value for local people. Day admissions tickets once purchased can be used to re-enter the Castle as many times as desired that day. Annual 'Castle Pass' membership provides an excellent value option for non-resident but still quite local people with an interest in the Castle to return multiple times each year for less than the cost of two visits (or roughly the cost of two and a half visits for children and concessions), and other special offers are occasionally attached to this.

For those unable to afford to pay for full admission to Colchester Castle, a number of cheaper options are available which are relevant to equality and diversity in terms of providing access for as wide a range of visitors as possible. Concessionary rates, as well as providing reduced priced admission for children of school age and full-time students, also enable those on a low income, retired or unable to work to benefit from reduced admission if they are in receipt of state benefits (subject to some form of proof being provided on request). Concession rates also apply to annual membership. Since 2017 anyone holding a Defence Discount Service card, eligible for members of the armed forces, as well as their dependents, veterans, cadets and related categories, qualifies for concessionary rate admission to Colchester Castle.

The Castle continues to provide free access to visitors twice a year, during Heritage Open Days weekend in September and the annual Christmas open evening when the Castle is open later than usual (both suspended in 2020 due to COVID 19 but to return in 2021). These are both ideal opportunities for local visitors on lower incomes, for instance, to experience a Castle visit free of charge should they wish.

Disabled visitors also benefit from reduced admission rates and carers accompanying disabled visitors to facilitate their visit gain free entry. The Castle contains many layers of interpretation aimed at providing inclusive access for and improving the visitor experience for visitors with disabilities – examples include two lifts, a tactile map, audio equipment. School groups that include children with particular needs are always catered for on a special case by case basis, with alternative tours being made available for children, and their friends, who cannot manage the steps in the standard tour. Schools are asked on booking whether any children required any further special arrangements, such as the Castle

Scriptorium being made available as a quiet room for children who may need a space to rest or receive medication. A project is currently under way to widen the range of alternative learning provision offered to schools.

(viii) Visitor Information Centre

Introduction

It is proposed that an increase of 30p is applied to VAT inclusive adult and 20p to child guided tour charges. An increase is required to keep pace with the application of the Living Wage to the fees paid to tour guides, and there is also an imperative to maximize revenue opportunities through tourism where this does not damage uptake. Overall guided tour charges will remain competitive with other similar destinations. Covid is impacting the size and composition of groups currently and the minimum charge is being applied more frequently. This will rise in line with the adult charge to £50.

Advertising rates with Visit Colchester through print and online channels remain negotiable, as flexibility is required to create bespoke packages for potential advertisers; across channels; for varying time periods and in some cases for multiple venues owned by one business. Flexibility in charging is also required at this time to support the hard-hit hospitality sector.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Guided Tours							
Public Tour - public	Adult		ST	3.92	4.70	4.17	5.00
Public Tour - public	Child		ST	2.75	3.30	2.91	3.50
Private pre-booked	Adult		ST	3.92	4.70	4.17	5.00
Private pre-booked	Child		ST	2.75	3.30	2.91	3.50
Private pre-booked	Min. charge for groups of < 10		ST	39.17	47.00	41.67	50.00
Private pre-booked Borough School	Adult		EX	Accompanying teachers/	Accompanying teachers/	Accompanying teachers/a	Accompanying teachers/a
				duits free	duits free	duits free	duits free

				adults free	adults free		
Private pre-booked Borough School	Child		EX	2.80	2.80	3.10	3.10
Agency Commission Fees							
Charity	5%		ST	No change		No change	
Non-Charity	10%		ST				
Minimum handling fee applied if commission falls below 25 plus VAT			ST	25.00	30.00	25.00	30.00

Equality, Diversity and Human Rights implications

We have fully considered the equality and diversity impacts of our fees and charges and conclude that there are no adverse impacts that cannot be appropriately mitigated.

(ix) Private Sector Housing Services

Introduction

It is proposed that private sector housing fees and charges are amended as set out below.

House in Multiple Occupation Licence Fee - A local authority may recover costs associated with the administration of a licensing scheme by charging a fee to applicants. The overall fee for a new HMO Licence and the fee for an HMO licence renewal under the provisions of the Housing Act 2004 are being increased and an extra charge is being introduced where the HMO has more than 5 lettings to reflect the additional work involved in assessing applications for larger HMOs. We currently charge an additional fee at 10 lettings so this change will increase income.

A new licence for a standard 5 letting HMO will cost £800 and a renewal licence for a 5 letting HMO will cost £400. This is a new approach to the licence fees so no direct comparison to previous years.

Every further letting above 5 will be charged at £50 per letting in addition to the standard fee for a new application and £30 per letting in addition to the standard fee for a renewal application.

The team prepare floor plans when required by the applicant for an HMO licence as part of the application process. These have increased from £100 to £200 for a 1 or 2 story property. An additional £50 will be charged for every further story to reflect the additional work involved. This is a discretionary service provided by the Council, not a statutory duty, and the fee is competitive when compared with charges made by private sector surveyors.

Charges for Enforcement Notices/Orders

The fee charged for the service of an Enforcement Notice or Order under the provisions of the Housing Act 2004 is to be increased from £530 to £550

Immigration Inspections

The fee for an immigration inspection is to be increased from £180 to £210. This is a discretionary service provided by the Council, not a statutory duty, and the fee remains less than private sector surveyors would charge.

Penalty Charge for failure to join a Property Management Redress Scheme

It is a legal requirement for all individuals/companies managing property in England to join one of two Government-approved redress schemes. Local authorities can impose a financial penalty of up to £5,000 where an individual or company should have joined a scheme has not done so.

Guidance is to charge the maximum penalty other than in exceptional circumstances. The charge has been set at the maximum £5,000.

Civil Penalties

The Housing and Planning Act enables Local Authorities to issue a civil penalty as an alternative to taking prosecution action for certain offences under the Housing Act 2004.

The Local Authority must publish a policy detailing when it will issue a civil penalty and how it will determine the level of that penalty. The level of penalty to be issued is calculated with reference to a number of factors which gives a score per offence. This detail is contained within the published Private Sector Housing Enforcement Policy.

Civil Penalty income must be used for the Authorities housing enforcement function and not drawn into the General Fund.

Technical Advisory Service

It is proposed that we continue to offer housing standards advice and guidance to landlords and agents. A charge of £55 per hour will apply, this has increased from £50. Currently, the first hour is free of charge but it is proposed that this is changed to being chargeable.

The hourly rate is applied to discretionary site visits, consultations, meetings etc. with landlords made at their request for advice and guidance relating to but not limited to the setting up of new HMOs, pre licensing application visits, advice on

suitability of premises for purchase and advice on improving energy efficiency to meet minimum standards required for letting. This is a discretionary service provided by the Council, not a statutory duty, and the fee is competitive when compared with charges made by private sector surveyors.

Works in Default

The fee for undertaking works in default, is the full cost of the contractors invoice, plus administrative costs based on an increased hourly rate of £55 from £50.

Penalty charge for failing to comply with Smoke & Carbon Monoxide remedial notice

The penalty for failing to comply with Smoke & Carbon Monoxide Regulations remedial notice is being retained at £2,000 for first offence and £5,000 for future offences.

Penalty charge for failing to comply with Electrical Safety Regulations notice

The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020 now in effect enable the Local Authority to issue a financial penalty of up to £30,000 on a private landlord where they have breached any of their duties. How we will determine the level of penalty to apply will be detailed and published in an amendment to the Private Sector Housing Enforcement Policy.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
HMO Licensing (licence issued for a maximum period of 5 years)							
			NB	375.00 initial	375.00 initial	400.00 initial	400.00 initial

House in Multiple Occupation Licence (new applications) where 5 units of accommodation				processing payment 375.00 payment on issue of licence	processing payment 375.00 payment on issue of licence	processing payment 400.00 payment prior to issue of licence	processing payment 400.00 payment prior to issue of licence
House in Multiple Occupation Licence – price per additional room after 5 units of accommodation			NB	75.00 this was for every unit above 10	75.00 this was for every unit above 10	50.00 for every unit above 5	50.00 for every unit above 5
House in Multiple Occupation – Renewal of Licence where 5 units of accommodation			NB	190.00 initial processing payment 185.00 payment on issue of licence	190.00 initial processing payment 185.00 payment on issue of licence	200.00 initial processing payment 200.00 payment prior to issue of licence	200.00 initial processing payment 200.00 payment prior to issue of licence
House in Multiple Occupation Renewal of Licence – price per additional room after 5 units of accommodation			NB	N/A	N/A	30.00 for every unit above 5	30.00 for every unit above 5

Preparation of floor plans for HMO licence application process – 1 or 2 storey property			ST	100.00	120.00	200.00	240.00
Preparation of floor plans for HMO licence application process – every additional storey above 2			ST	N/A	N/A	50.00	60.00
Charge for Enforcement Notices/Orders							
Fee per Enforcement Notice or Order issued under Housing Act 2004 and for Demolition Orders served under s.265 Housing Act 1985 (NB. Only one single fee is payable where the same notice is served on more than one recipient)			NB	530.00	530.00	550.00	550.00
Immigration Inspection and Issue of Report			ST	150.00	180.00	175.00	210.00
Administration of works in default of a recipient of a legal notice without agreement			ST	Calculated per case based on hourly rate of officer (50.00 per hr)	Calculated per case based on hourly rate of officer (60.00 per hr)	Calculated per case based on hourly rate of officer (55.00 per hr)	Calculated per case based on hourly rate of officer (66.00 per hr)
Administration of works in default of a recipient of a legal notice with agreement			ST	Calculated per case based on hourly rate of officer (50.00 per hr)	Calculated per case based on hourly rate of officer (60.00 per hr)	Calculated per case based on hourly rate of officer (55.00 per hr)	Calculated per case based on hourly rate of officer (66.00 per hr)

Fee per remedial notice issued under Regulation 5 of the Smoke & Carbon Monoxide Alarm (England) Regulations 2015			NB	2,000.00 for first offence 5,000.00 for future offences	2,000.00 for first offence 5,000.00 for future offences	2,000.00 for first offence 5,000.00 for future offences	2,000.00 for first offence 5,000.00 for future offences
Penalty Charge for failure to join Property Management Redress Scheme			NB	5000.00	5000.00	5000.00	5000.00
Fee per remedial notice issued under The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020			NB	N/A	N/A	Max £30,000	Max £30,000
Technical Advice & Guidance							
			ST	50.00 per hour, first hour not	60.00 per hour, first hour not charged.	55.00 per hour	66.00 per hour

Equality, Diversity and Human Rights implications

We have fully considered the equality and diversity impacts of our fees and charges by undertaking Equality Impact Assessments (EIAs) and conclude that there are no adverse impacts that cannot be appropriately mitigated.

(x) Planning Services

Introduction

The fees due for statutory planning and related applications are set by central Government and there has been no increase in 2019 (following a 20% increase in 2018). Exceptions to these statutory fees include S106 unilateral undertakings, Planning Performance Agreements (PPA's), Preliminary Enquiry or Pre-Application Enquiry (PE's) charges. Many of the charges essentially relate to discretionary advice and other site inspection charges which were nominally increased in some areas this year (2020) to reflect inflation costs and the acceptable market rate. VAT is charged where the service offered is not statutorily required. For 2021/22 it is proposed to increase Practical Completion Certificates, PPA's, PE's, Confirmation of Compliance, Archaeology and UAD charges by a variable but above inflation increase to support Council services and maintain a link with inflation and the wider commercial property sector.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Research cost	Min one hour		ST	75.00	90.00	80.00	96.00
Retention fee for lapsed invalid applications							
Householder			ST	55.00	66.00	60.00	72.00
Minor and Other			ST	105.00	126.00	110.00	132.00
Majors			ST	270.00	324.00	290.00	248.00
S106 Unilateral Undertakings Legal and Monitoring Costs			ST	550.00	660.00	560.00	662.00
S.106 Clause Monitoring fees Financial Clause			ST	400.00	480.00	490.00	588.00
Other s.106 clauses monitoring fee			ST	570.00	684.00	580.00	696.00

Public Open Space Practical Completion Certificate Inspection (OSPCI)							
Size of landscaping scheme (each insp) m2							
<100 m2			ST	585.00	702.00	590.00	708.00
101 – 500 m2			ST	1,150.00	1,380.00	1,160.00	1,392.00
501 – 2500 m2			ST	1,700.00	2,040.00	1,800.00	2,160.00
2501 – 5000 m2			ST	2,250.00	2,700.00	2,230.00	2,760.00
5001 – 10000 m2			ST	2,800.00	3,360.00	2,900.00	3,480.00
1001> m2			ST	3,350.00	4,020.00	3,400.00	4,080.00
Landscape Consultancy (Previously known as Landscape Practical Completion Inspection)							
First hour			ST	140.00	168.00	150.00	180.00
Thereafter per hour			ST	90.00	108.00	95.00	114.00
Planning Performance Agreements (PPA) Sliding scale of charges depending on size of proposal							
Super majors (Inception meeting):							
Subsequently - as agreed at inception meeting for remainder of project depending on frequency of liaison, complexity of project management and number of officers involved			ST	3,500.00	4,200.00	3,750.00	4,500.00
Large scale majors (Inception meeting):							
Subsequently - as agreed at inception meeting for remainder of			ST	2,900.00	3,480.00	3,000.00	3,600.00

project depending on frequency of liaison, complexity of project management and number of officers involved							
Standard majors (Inception meeting):							
Subsequently - as agreed at inception meeting for remainder of project depending on frequency of liaison, complexity of project management and number of officers involved.			ST	2,835.00	3,402.00	2,900.00	3,480.00
Preliminary Enquiries (majors)							
Super majors	Initial meeting and written confirmation		ST	1,800.00	2,160.00	1,900.00	2,280.00
Subsequent meetings	3 hours with 1x officer	fee variable with greater attendance	ST	1,160.00	1,392.00	1,170.00	1,404.00
Large scale majors	Initial meeting and written confirmation		ST	1,500.00	1,800.00	1,600.00	1,920.00
Subsequent meetings	3 hours with 1x officer	fee variable with greater attendance	ST	900.00	1,080.00	975.00	1,170.00
Standard majors	Initial meeting and written confirmation		ST	1,130.00	1,356.00	1,140.00	1,368.00

Subsequent meetings	3 hours with 1x officer	fee variable with greater attendance	ST	585.00	702.00	590.00	708.00
Written response only	Per letter		ST	585.00	702.00	595.00	714.00
Preliminary Enquiries ‘Minors’ & ‘Others*’ (including listed buildings) (excluding Householder category proposals and Buildings at Risk)							
Residential (1-4 units)	Written response		ST	200.00	240.00	220.00	264.00
Residential (5-9 units)	Written response		ST	280.00	336.00	300.00	360.00
Commercial (retail, food & drink, and offices)	Written response		ST	230.00	276.00	240.00	288.00
Industrial and other (less than 1000 m ² or 1 hectare)	Written response		ST	250.00	300.00	265.00	318.00
Anything else in addition to the above including meetings, site visits and follow up questions are charged at an hourly rate and will be arranged by agreement post receipt of initial application	Hourly rate		ST	85.00	102.00	95.00	114.00
Listed Buildings: Due to the nature of listed building works a site visit may be made at the officer’s discretion and is included in the price			ST	250.00	300.00	260.00	312.00

Preliminary Enquiries Householder (excluding Listed Building consent enquiries)							
Written response only	No meeting		ST	75.00	90.00	80.00	96.00
Written response, one hour meeting			ST	165.00	198.00	175.00	210.00
Additional meeting by agreement	Per hour		ST	85.00	102.00	90.00	108.00
Additional follow up questions (max of 30 minutes work)	Per response		ST	45.00	54.00	47.00	56.40
Advertising by Public Notice in a local newspaper of applications under the Planning Act 1990 to divert, stop up or extinguish a public footpath	Such charge as shall be levied by the newspaper publisher for placing the public notice + £35 admin charge		ST	35.00	42.00	37.00	44.40
Other ad-hoc professional planning or specialist advice							
High Hedges Legislation Complaint processing fee	In total		ST	450.00	540.00	475.00	570.00
Confirmation of compliance with planning permission (built as agreed certificate)	Householder		ST	75.00	90.00	85.00	102.00
Confirmation of compliance with planning permission (built as agreed certificate)	1 new dwelling		ST	115.00	138.00	125.00	150.00

Confirmation of compliance with planning permission (built as agreed certificate)	Each additional dwelling up to 9		ST	60.00	72.00	65.00	78.00
Planning Officer	First hour		ST	145.00	174.00	150.00	180.00
	Per hour thereafter		ST	85.00	102.00	95.00	114.00
Principal Planning Officer	First hour		ST	155.00	186.00	165.00	198.00
	Per hour thereafter		ST	90.00	108.00	97.00	116.40
Planning Manager	First hour		ST	190.00	228.00	195.00	234.00
	Per hour thereafter		ST	105.00	126.00	115.00	138.00
Tree Officer	First hour		ST	140.00	168.00	147.00	176.40
	Per hour thereafter		ST	90.00	108.00	96.00	115.20
Archaeology Charges	Charging Category						
Development is a single dwelling, garage/ cartlodge, extension or other small development	A						
Monitoring/ Watching			ST	220.00	264.00	230.00	276.00
Evaluation			ST	280.00	336.00	290.00	348.00
Excavation			ST	280.00	336.00	290.00	348.00
Development of a historic building (demolition and/or conversion)	B						
Monitoring/ Watching			ST	220.00	264.00	230.00	276.00

[illegible]

(xi) Building Control

Introduction (include any proposals)

The Building Control charging system is subject to prescribed rules within the Building (Local Authority Charges) Regulations and CIPFA guidance. The current national charging regime requires the charges to be set on a “cost recovery” basis for the chargeable element of the Building Control function for the financial year.

It is proposed that the Building Control charges are as laid out below and remain the same as the current financial year. Whilst the charges are set to satisfy the overriding principle of the break-even position, they also need to remain competitive having regard to private sector competition. These will be reviewed at the end of the financial year (31 March 2022) and if changes are proposed as a result of the analysis of the year end position a further report will be presented where appropriate.

Explanatory Notes to Standard Building Regulation Charges

The following tables contain the standard charges for new dwellings, small non-domestic buildings and extensions or alterations to single buildings. The charges have been established at a level to cover the cost of the Building Regulation related service in respect of commonly occurring categories of work.

Where proposed work falls outside of the categories of standard charges shown the charge will be individually determined.

Where a Full Plans application is submitted the total charge combines both the Plan Charge and Inspection Charge.

Building Notice applications can only be submitted for domestic work subject to certain conditions.

Works which are solely for people with disabilities or the provision of accommodation for a carer where 24 hour care is required will be exempt from the charges where evidence is provided from a Doctor or Social Services to justify such a claim.

Table A – New Dwellings

Dwelling houses and Flats not exceeding 300m2

Please note that the Charges marked with an* have been reduced to reflect where controlled electrical installations are being carried out, tested and certified by a registered Part P electrician. If these reductions are claimed and a self-certifying electrician is not subsequently employed, the applicant will be invoiced for supplementary charges equivalent to the discount **(see D14 below)**.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Houses or Bungalows less than 4 storeys							
H01- 1 Plot							
Plan Charge			ST	154.00	184.80	154.00	184.80
Inspection Charge*			ST	385.00	462.00	385.00	462.00
Building Notice Charge*			ST	573.38	688.05	573.38	688.05
Regularisation Charge*			NB	673.75	673.75	673.75	673.75
H02 - 2 Plots							
Plan Charge			ST	225.50	270.60	225.50	270.60
Inspection Charge*			ST	577.50	693.00	577.50	693.00
Building Notice Charge*			ST	882.75	1059.30	882.75	1059.30
Regularisation Charge*			NB	1003.75	1003.75	1003.75	1003.75
H03 - 3 Plots							
Plan Charge			ST	297.00	356.40	297.00	356.40

Inspection Charge*			ST	770.00	924.00	770.00	924.00
Building Notice Charge*			ST	1192.13	1430.55	1192.13	1430.55
Regularisation Charge*			NB	1333.75	1333.75	1333.75	1333.75
H04 - 4 Plots							
Plan Charge			ST	368.50	442.20	368.50	442.20
Inspection Charge*			ST	962.50	1155.00	962.50	1155.00
Building Notice Charge*			ST	1501.50	1801.80	1501.50	1801.80
Regularisation Charge*			NB	1663.75	1663.75	1663.75	1663.75
H05 - 5 Plots							
Plan Charge			ST	440.00	528.00	440.00	528.00
Inspection Charge*			ST	1155.00	1386.00	1155.00	1386.00
Building Notice Charge*			ST	1810.88	2173.05	1810.88	2173.05
Regularisation Charge*			NB	1993.75	1993.75	1993.75	1993.75
Flats							
F01 - 1 Flat							
Plan Charge			ST	154.00	184.80	154.00	184.80
Inspection Charge*			ST	357.50	429.00	357.50	429.00
Building Notice Charge*			ST	532.13	638.55	532.13	638.55
Regularisation Charge*			NB	639.38	639.38	639.38	639.38
F02 - 2 Flats							
Plan Charge			ST	225.50	270.60	225.50	270.60
Inspection Charge*			ST	536.25	643.50	536.25	643.50
Building Notice Charge*			ST	807.13	968.55	807.13	968.55
Regularisation Charge*			NB	952.19	952.19	952.19	952.19
F03 - 3 Flats							
Plan Charge			ST	297.00	356.40	297.00	356.40
Inspection Charge*			ST	715.00	858.00	715.00	858.00
Building Notice Charge*			ST	1082.13	1298.55	1082.13	1298.55

Regularisation Charge*			NB	1265.00	1265.00	1265.00	1265.00
F04 – 4 Flats							
Plan Charge			ST	368.50	442.20	368.50	442.20
Inspection Charge*			ST	893.75	1072.50	893.75	1072.50
Building Notice Charge*			ST	1357.13	1628.55	1357.13	1628.55
Regularisation Charge*			NB	1577.81	1577.81	1577.81	1577.81
F05 - 5 Flats							
Plan Charge			ST	440.00	528.00	440.00	528.00
Inspection Charge*			ST	1072.50	1287.00	1072.50	1287.00
Building Notice Charge*			ST	1632.13	1958.55	1632.13	1958.55
Regularisation Charge*			NB	1890.63	1890.63	1890.63	1890.63
Conversion To							
V01 – Single Dwelling-House							
Plan Charge			ST	143.00	171.60	143.00	171.60
Inspection Charge*			ST	385.00	462.00	385.00	462.00
Building Notice Charge*			ST	559.63	671.55	559.63	671.55
Regularisation Charge*			NB	660.00	660.00	660.00	660.00
V02 – Single Flat							
Plan Charge			ST	126.50	151.80	126.50	151.80
Inspection Charge*			ST	357.50	429.00	357.50	429.00
Building Notice Charge*			ST	518.38	622.05	518.38	622.05
Regularisation Charge*			NB	605.00	605.00	605.00	605.00
Notifiable Electrical Work (in addition to the above where applicable)							
D14 – Where a satisfactory certificate will not be issued by a Part P registered electrician			ST	182.50	219.00	182.50	219.00

Table B – Work To A Single Dwelling

Limited to work not more than 3 storeys above ground level

Please note that the Charges marked with an* have been reduced to reflect where controlled electrical installations are being carried out, tested and certified by a registered Part P electrician. If these reductions are claimed and a self-certifying electrician is not subsequently employed, the applicant will be invoiced for supplementary charges equivalent to the discount **(see D14 below)**.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Extension & New Build							
D01 – Separate single storey extension with floor area not exceeding 40m2							
Plan Charge			ST	143.00	171.60	143.00	171.60
Inspection Charge*			ST	295.63	354.75	295.63	354.75
Building Notice Charge*			ST	456.50	547.80	456.50	547.80
Regularisation Charge*			NB	548.29	548.29	548.29	548.29
D02 – Separate single storey extension with floor area between 40m2 and 100m2							
Plan Charge			ST	154.00	184.80	154.00	184.80
Inspection Charge*			ST	385.00	462.00	385.00	462.00
Building Notice Charge*			ST	566.50	679.80	566.50	679.80
Regularisation Charge*			NB	673.75	673.75	673.75	673.75

D03 – Separate extension with some part 2 of 3 storey in height and a floor area not exceeding 40m2							
Plan Charge			ST	143.00	171.60	143.00	171.60
Inspection Charge*			ST	309.38	371.25	309.38	371.25
Building Notice Charge*			ST	484.00	580.80	484.00	580.80
Regularisation Charge*			NB	565.48	565.48	565.48	565.48
D04 – Separate extension with some part 2 or 3 storeys in height and a total floor area between 40m2 and 100m2							
Plan Charge			ST	170.50	204.60	170.50	204.60
Inspection Charge*			ST	426.25	511.50	426.25	511.50
Building Notice Charge*			ST	614.63	737.55	614.63	737.55
Regularisation Charge*			NB	745.94	745.94	745.94	745.94
D05 – A building or extension comprising SOLELY of a garage, carport or store – total floor area not exceeding 100m2							
Plan Charge			ST	115.50	138.60	115.50	138.60
Inspection Charge*			ST	220.00	264.00	220.00	264.00
Building Notice Charge*			ST	346.50	415.80	346.50	415.80
Regularisation Charge*			NB	419.38	419.38	419.38	419.38
D06 – Detached non-habitable domestic building with total floor area not exceeding 50m2							
Plan Charge			ST	137.50	165.00	137.50	165.00
Inspection Charge*			ST	275.00	330.00	275.00	330.00
Building Notice Charge*			ST	435.88	523.05	435.88	523.05

Regularisation Charge*			NB	515.63	515.63	515.63	515.63
Conversions							
D07 – First floor & second floor loft conversions							
Plan Charge			ST	165.00	198.00	165.00	198.00
Inspection Charge*			ST	330.00	396.00	330.00	396.00
Building Notice Charge*			ST	525.25	630.30	525.25	630.30
Regularisation Charge*			NB	594.00	594.00	594.00	594.00
D08 – Other work (e.g. garage conversions)							
Plan Charge			ST	115.50	138.60	115.50	138.60
Inspection Charge*			ST	192.50	231.00	192.50	231.00
Building Notice Charge*			ST	319.00	382.80	319.00	382.80
Regularisation Charge*			NB	385.00	385.00	385.00	385.00
Alterations (including Underpinning)							
D09 – Renovation of a thermal element							
Plan Charge			ST	88.00	105.60	88.00	105.60
Inspection Charge*			ST	68.75	82.50	68.75	82.50
Building Notice Charge*			ST	167.75	201.30	167.75	201.30
Regularisation Charge*			NB	195.94	195.94	195.94	195.94
D10 – Replacement of windows, roof lights, roof windows or external glazed doors							
Plan Charge			ST	88.00	105.60	88.00	105.60
Inspection Charge*			ST	68.75	82.50	68.75	82.50
Building Notice Charge*			ST	167.75	201.30	167.75	201.30
Regularisation Charge*			NB	195.94	195.94	195.94	195.94

D11 – Cost of work not exceeding £5,000 (Incl. Renewable Energy Systems)							
Plan Charge			ST	88.00	105.60	88.00	105.60
Inspection Charge*			ST	137.50	165.00	137.50	165.00
Building Notice Charge*			ST	243.38	292.05	243.38	292.05
Regularisation Charge*			NB	281.88	281.88	281.88	281.88
D12 – Cost of work not exceeding £5,000 and not exceeding £25,000							
Plan Charge			ST	115.50	138.60	115.50	138.60
Inspection Charge*			ST	192.50	231.00	192.50	231.00
Building Notice Charge*			ST	332.75	399.30	332.75	399.30
Regularisation Charge*			NB	385.00	385.00	385.00	385.00
D13 – Cost of work not exceeding £25,000 and not exceeding £100,000							
Plan Charge			ST	170.50	204.60	170.50	204.60
Inspection Charge*			ST	330.00	396.00	330.00	396.00
Building Notice Charge*			ST	552.75	663.30	552.75	663.30
Regularisation Charge*			NB	625.63	625.63	625.63	625.63
Notifiable Electrical Work (in addition to the above where applicable)							
D14 – Where a satisfactory certificate will not be issued by a Part P registered electrician			ST	182.50	219.00	182.50	219.00

Multiple work reductions. Where the proposed works consist of more than one of the above elements on Table B, then the appropriate charge is calculated by paying the full amount for the most expensive element and only 50% for the other applicable elements **with the exception of D14 Electrical work.**

Table C – All Other Non-Domestic Work

Limited to work no more than 3 storeys above ground level.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Extensions & New Build							
N01 –Single storey with floor area not exceeding 40m2							
Plan Charge			ST	165.00	198.00	165.00	198.00
Inspection Charge			ST	330.00	396.00	330.00	396.00
Building Notice Charge							
Regularisation Charge			NB	618.75	618.75	618.75	618.75
N02 –Single storey with floor area between 40m2 & 100m2							
Plan Charge			ST	181.50	217.80	181.50	217.80
Inspection Charge			ST	453.75	544.50	453.75	544.50
Building Notice Charge							
Regularisation Charge			NB	794.06	794.06	794.06	794.06
N03 – With some part 2 or 3 storey in height and a total floor area not exceeding 40m2							
Plan Charge			ST	170.50	204.60	170.50	204.60
Inspection Charge			ST	385.00	462.00	385.00	462.00
Building Notice Charge							
Regularisation Charge			NB	694.38	694.38	694.38	694.38

N04 – With some part 2 or 3 storey in height and a total floor area between 40m2 & 100m2							
Plan Charge			ST	198.00	237.60	198.00	237.60
Inspection Charge			ST	495.00	594.00	495.00	594.00
Building Notice Charge							
Regularisation Charge			NB	866.25	866.25	866.25	866.25
Alterations							
N05 – Cost of works not exceeding £5,000							
Plan Charge			ST	115.50	138.60	115.50	138.60
Inspection Charge			ST	110.00	132.00	110.00	132.00
Building Notice Charge							
Regularisation Charge			NB	281.88	281.88	281.88	281.88
N05 - Replacement of windows, roof lights, roof windows or external glazed doors (not exceeding 20 units)							
Plan Charge			ST	115.50	138.60	115.50	138.60
Inspection Charge			ST	110.00	132.00	110.00	132.00
Building Notice Charge							
Regularisation Charge			NB	281.88	281.88	281.88	281.88
N05 - Renewable energy systems (not covered by an appropriate competent persons scheme)							
Plan Charge			ST	115.50	138.60	115.50	138.60
Inspection Charge			ST	110.00	132.00	110.00	132.00
Building Notice Charge							
Regularisation Charge			NB	281.88	281.88	281.88	281.88

N05 - Installation of new shop front							
Plan Charge			ST	115.50	138.60	115.50	138.60
Inspection Charge			ST	110.00	132.00	110.00	132.00
Building Notice Charge							
Regularisation Charge			NB	281.88	281.88	281.88	281.88
N06 – Cost of works exceeding £5,000 & not exceeding £25,000							
Plan Charge			ST	143.00	171.60	143.00	171.60
Inspection Charge			ST	192.50	231.00	192.50	231.00
Building Notice Charge							
Regularisation Charge			NB	419.38	419.38	419.38	419.38
N06 - Replacement of windows, roof lights, roof windows or external glazed doors (exceeding 20 units)							
Plan Charge			ST	143.00	171.60	143.00	171.60
Inspection Charge			ST	192.50	231.00	192.50	231.00
Building Notice Charge							
Regularisation Charge			NB	419.38	419.38	419.38	419.38
N06 - Renovation of thermal elements							
Plan Charge			ST	143.00	171.60	143.00	171.60
Inspection Charge			ST	192.50	231.00	192.50	231.00
Building Notice Charge							
Regularisation Charge			NB	419.38	419.38	419.38	419.38
N06 - Installation of a Raised Storage Platform within an existing building							

Plan Charge			ST	143.00	171.60	143.00	171.60
Inspection Charge			ST	192.50	231.00	192.50	231.00
Building Notice Charge							
Regularisation Charge			NB	419.38	419.38	419.38	419.38
N07 – Cost of works exceeding £25,000 & not exceeding £100,000							
Plan Charge			ST	170.50	204.60	170.50	204.60
Inspection Charge			ST	371.25	445.50	371.25	445.50
Building Notice Charge							
Regularisation Charge			NB	677.19	677.19	677.19	677.19
N07 - Fit out of building up to 100m2							
Plan Charge			ST	170.50	204.60	170.50	204.60
Inspection Charge			ST	371.25	445.50	371.25	445.50
Building Notice Charge							
Regularisation Charge			NB	677.19	677.19	677.19	677.19

Multiple work reductions. Where the proposed works consist of more than one of the above elements on Table C, then the appropriate charge is calculated by paying the full amount for the most expensive element and only 50% for the other applicable elements.

Equality, Diversity and Human Rights implications

The Charges should ensure that full cost recovery is achieved for the chargeable element of the Building Control function whilst meeting the overriding objective of breaking even.

The Charges will apply to all groups equally except for people with disabilities who are exempt from the charges where the works are directly related to the provision of facilities to aid them.

(xii) Parking Services

Introduction

It is proposed that the following changes are made to the fees and charges for parking services:

- Amend the tariffs in the Coast Road, High Street, and Seaview Avenue Car Parks, West Mersea by introducing a new 2-hour band and increasing the 3-hour and over 3-hours bands.
- Increase the season ticket fee for members of the Mersea Windsurfers and Kitesurfers Club for the Victoria Esplanade and Willoughby Car Parks to £60.00 per annum.
- Increase the ‘Traders season ticket’ fee to £85.00 per annum in Coast Road, High Street and Seaview Avenue Car Parks, West Mersea.
- Motorcycles to pay charge for a standard bay in High Street car park, West Mersea.
- Remove the season tickets in Willoughby and Victoria Esplanade car parks, West Mersea.
- Harmonise the tariffs for Monday – Friday & Sunday with those for Saturday at the St Mary’s, St John’s and Priory Street car parks and also increase the 2-hour band by 10p.
- Move the all-day St John’s offer, and off-peak Britannia offer, to MiPermit only. These are increased to £4.00 and £2.80 respectively.
- Introduction of a new ParkActive tariff of 50p per hour (up to £2.50) in Butt Road and Napier Road car parks, on MiPermit only, and conditions apply.

All other tariffs remain as set out below.

Reasons for Decision:

West Mersea Town Council requested the review with an aim to apply a consistent approach to pricing for all car parks across the Island and in keeping with other tourist destinations across East Anglia.

Parking fees and charges form an important measure to influence driver behaviour through setting appropriate parking charge levels. The primary function of parking is not simply to raise revenue, but to support transport policy.

The charging structure supports the demand management policies for Colchester contained within Essex County Council's Local Transport Plan, a plan which in turn provides funding for transportation. The tariffs recommended here are set at a level which ensures that for the majority of the time there is capacity within the 'Shoppers' car parks for arrivals to park at their first choice of parking place, encouraging users to travel off-peak.

There are a total of over 4,000 public parking spaces in the town, of which the Council controls just under 3,000. It is important to note that the Council has no control over the pricing structure at some car parks such as North Station, Nunn's Road and Osborne Street, which are controlled by private operators such as National Car Parks (NCP).

The current charging structure in the peak-time "core tariff" serves to meet the government's policy of reducing unnecessary journeys particularly reducing congestion, pollution and improving road safety in the town centre.

Designing effective parking charges is unquestionably a compromise. However in setting fees and charges, an authority must:

- support town centre vitality;
- pursue policy objectives to curb travel during peak hours;
- influence supply, demand and congestion;
- be aware of price elasticity and resistance; and
- support the increasing costs of running and refurbishing car parks.

Detailed Proposals

The existing fees and charges to be continued are shown in the attached tables and the changes shown above are incorporated.

Special Offers

Additional Christmas special parking offers will be discussed with Traders Groups and will be implemented as part of the Colchester Christmas Package, and a new range of parking deals and measures will be introduced after the new Parking Strategy is introduced later in the year. Certain special limited concession offers may be provided in addition to

the tariff shown, for certain locations, for set time periods and/or terms. In future, all special limited concession offers will be available only via the MiPermit system.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
St John's Car Park							
Up to ½ hour	Monday-Friday & Sunday		ST	0.75	0.90	0.83	1.00
	Saturday		ST	0.83	1.00	0.83	1.00
Up to 1 hour	Monday-Friday & Sunday		ST	1.50	1.80	1.75	2.10
	Saturday		ST	1.75	2.10	1.75	2.10
Up to 2 hours	Monday-Friday & Sunday		ST	2.25	2.70	2.66	3.20
	Saturday		ST	2.58	3.10	2.66	3.20
Up to 3 hours	Monday-Friday & Sunday		ST	2.75	3.30	3.17	3.80
	Saturday		ST	3.17	3.80	3.17	3.80
Up to 4 hours	Monday-Friday & Sunday		ST	2.92	3.50	3.33	4.00
	Saturday		ST	3.33	4.00	3.33	4.00

Up to 5 hours	Monday-Friday & Sunday		ST	3.67	4.40	4.25	5.10
	Saturday		ST	4.25	5.10	4.25	5.10
Up to 6 hours	Monday-Friday & Sunday		ST	4.08	4.90	4.67	5.60
	Saturday		ST	4.67	5.60	4.67	5.60
Up to 7 hours	Monday-Friday & Sunday		ST	4.75	5.70	4.75	5.70
	Saturday		ST	5.50	6.60	5.50	6.60
Up to 8 hours	Monday-Friday & Sunday		ST	5.42	6.50	6.25	7.50
	Saturday		ST	6.25	7.50	6.25	7.50
Day Rate (special offer)	Monday-Friday		ST	2.92	3.50	3.20	4.00
						Day Rate (special offer) to become only available on MiPermit	
Up to 12 hours	Monday-Friday & Sunday		ST	5.83	7.00	6.75	8.10
	Saturday		ST	6.75	8.10	6.75	8.10
Over 12 hours (long stay penalty rate)	Any Day		ST	13.75	16.50	13.75	16.50
Daily evening charge (entry after 6.00pm)	Any Day		ST	1.67	2.00	1.67	2.00
Season tickets (conditions apply)	3 months		ST	416.67	500.00	416.67	500.00
Season tickets (conditions apply)	12 months		ST	1,500.00	1,800.00	1,500.00	1,800.00
St Mary's Car Park							

Up to ½ hour	Monday-Friday & Sunday		ST	0.75	0.90	0.83	1.00
	Saturday		ST	0.83	1.00	0.83	1.00
Up to 1 hour	Monday-Friday & Sunday		ST	1.50	1.80	1.75	2.10
	Saturday		ST	1.75	2.10	1.75	2.10
Up to 2 hours	Monday-Friday & Sunday		ST	2.25	2.70	2.66	3.20
	Saturday		ST	2.58	3.10	2.66	3.20
Up to 3 hours	Monday-Friday & Sunday		ST	2.75	3.30	3.17	3.80
	Saturday		ST	3.17	3.80	3.17	3.80
Up to 4 hours	Monday-Friday & Sunday		ST	2.92	3.50	3.33	4.00
	Saturday		ST	3.33	4.00	3.33	4.00
Up to 5 hours	Monday-Friday & Sunday		ST	3.67	4.40	4.25	5.10
	Saturday		ST	4.25	5.10	4.25	5.10
Up to 6 hours	Monday-Friday & Sunday		ST	4.08	4.90	4.67	5.60
	Saturday		ST	4.67	5.60	4.67	5.60
Up to 7 hours	Monday-Friday & Sunday		ST	4.75	5.70	5.50	6.60
	Saturday		ST	5.50	6.60	5.50	6.60

Up to 8 hours	Monday-Friday & Sunday		ST	5.42	6.50	6.25	7.50
	Saturday		ST	6.25	7.50	6.25	7.50
Up to 12 hours	Monday-Friday & Sunday		ST	5.83	7.00	6.75	8.10
	Saturday		ST	6.75	8.10	6.75	8.10
Over 12 hours (long stay penalty rate)	Any Day		ST	13.75	16.50	13.75	16.50
Daily evening charge (entry after 6.00pm)	Any Day		ST	1.67	2.00	1.67	2.00
Season tickets (conditions apply)	3 months		ST	416.67	500.00	416.67	500.00
Season tickets (conditions apply)	12 months		ST	1,500.00	1,800.00	1,500.00	1,800.00
Middleborough Car Park							
Up to 4 hours	Monday-Saturday		ST	3.42	4.10	3.42	4.10
Over 4 hours	Monday-Saturday		ST	5.00	6.00	5.00	6.00
Up to 2 hours (special offer) (entry after 10.00am)	Monday-Saturday		ST	2.42	2.90	2.42	2.90
Day rate (special offer)	Monday-Saturday		ST	2.92	3.50	2.92	3.50
Day rate	Sunday		ST	1.83	2.20	1.83	2.20
Daily evening charge (6.00pm to 6.00am)	Any day		ST	0.42	0.50	0.42	0.50
Season tickets (conditions apply)	3 months		ST	208.33	250.00	208.33	250.00
Season tickets (conditions apply)	12 months		ST	766.67	920.00	766.67	920.00
Rowan House Car Park							
Up to 4 hours	Monday-Friday		ST	1.04	1.25	1.04	1.25
Over 4 hours	Monday-Friday		ST	2.08	2.50	2.08	2.50

Sheepen Road Car Park							
Up to 4 hours	Monday-Saturday		ST	3.42	4.10	3.42	4.10
Over 4 hours	Monday-Saturday		ST	5.00	6.00	5.00	6.00
Up to 2 hours	Saturday		ST	2.42	2.90	2.42	2.90
Day rate	Sunday		ST	1.83	2.20	1.83	2.20
Daily evening charge (6.00pm to 6.00am)	Any day		ST	0.42	0.50	0.42	0.50
Sheepen Road Lorry Park							
Up to 6 Hours	Any day		ST	4.58	5.50	4.58	5.50
Up to 12 Hours	Any day		ST	8.33	10.00	8.33	10.00
Britannia Car Park							
Up to 40 minutes	Monday-Saturday		ST	0.58	0.70	0.58	0.70
Up to 1 hour, 10 minutes	Monday-Saturday		ST	1.42	1.70	1.42	1.70
Up to 2 hours	Monday-Saturday		ST	2.42	2.90	2.42	2.90
Up to 4 hours	Monday-Saturday		ST	3.25	3.90	3.25	3.90
Up to 4 hours (special offer) (entry after 9.30am)	Monday-Saturday		ST	2.08	2.50	2.33 4-hour (special offer) (entry after 9.30am) to become only available on MiPermit	2.80
Over 4 hours (long stay penalty rate)	Monday-Saturday		ST	8.33	10.00	8.33	10.00
Day rate	Sunday		ST	0.83	1.00	0.83	1.00
Daily evening charge (6.00pm till 6.00am)	Any day		ST	0.42	0.50	0.42	0.50
Season tickets (conditions apply)	3 months		ST	416.67	500.00	416.67	500.00
Season tickets (conditions apply)	12 months		ST	1,500.00	1,800.00	1,500.00	1,800.00

Priory Street Car Park							
Up to 30 minutes	Monday-Friday & Sunday		ST	0.75	0.90	0.83	1.00
	Saturday		ST	0.83	1.00	0.83	1.00
Up to 1 hour	Monday-Friday & Sunday		ST	1.50	1.80	1.75	2.10
	Saturday		ST	1.75	2.10	1.75	2.10
Up to 2 hours	Monday-Friday & Sunday		ST	2.25	2.70	2.66	3.20
	Saturday		ST	2.58	3.10	2.66	3.20
Up to 3 hours	Monday-Friday & Sunday		ST	2.75	3.30	3.17	3.80
	Saturday		ST	3.17	3.80	3.17	3.80
Up to 4 hours	Monday-Friday & Sunday		ST	2.92	3.50	3.33	4.00
	Saturday		ST	3.33	4.00	3.33	4.00
Up to 5 hours	Monday-Friday & Sunday		ST	3.67	4.40	4.25	5.10
	Saturday		ST	4.25	5.10	4.25	5.10
Up to 6 hours	Monday-Friday & Sunday		ST	4.08	4.90	4.67	5.60
	Saturday		ST	4.67	5.60	4.67	5.60
Up to 7 hours	Monday-Friday & Sunday		ST	4.75	5.70	5.50	6.60
	Saturday		ST	5.50	6.60	5.50	6.60

Up to 8 hours	Monday-Friday & Sunday		ST	5.42	6.50	6.25	7.50
	Saturday		ST	6.25	7.50	6.25	7.50
Up to 12 hours	Monday-Friday & Sunday		ST	5.83	7.00	6.75	8.10
	Saturday		ST	6.75	8.10	6.75	8.10
Over 12 hours (long stay penalty rate)	Any day		ST	13.75	16.50	13.75	16.50
Daily evening charge (entry after 6.00pm)	Any day		ST	1.67	2.00	1.67	2.00
Annual Parent Permits AM (8.30am to 9.30am only) (conditions apply)	Academic year		ST	17.92	21.50	17.92	21.50
Annual Parent Permits PM (3.00pm to 4.00pm only) (conditions apply)	Academic year		ST	17.92	21.50	17.92	21.50
Annual Parent Permits (AM and PM) (conditions apply)	Academic year		ST	31.25	37.50	31.25	37.50
Resident's season tickets (conditions apply)	6 months		ST	N/A	N/A	N/A	N/A
Resident's season tickets (conditions apply)	12 months	1 st season ticket	ST	55.83	67.00	56.67	68.00
Resident's season tickets (conditions apply)	12 months	2 nd season ticket	ST	69.17	83.00	70.83	85.00
Vineyard Street Car Park							
Up to 40 minutes	Current: Mon-Sat	Proposed: All Days	ST	1.00	1.20	1.00	1.20
Up to 70 minutes	Current: Mon-Sat	Proposed: All Days	ST	1.92	2.30	1.92	2.30
Up to 2 hours	Current: Mon-Sat	Proposed: All Days	ST	3.25	3.90	3.25	3.90
Up to 2 hours (special offer) (entry after 9.30am)	Current: Mon-Sat	Proposed: All Days	ST	2.08	2.50	2.08	2.50

Day rate	Sunday		ST	N/A	N/A	N/A	N/A
Daily evening charge (6.00pm till 6.00am)	Any day		ST	0.42	0.50	0.42	0.50
Butt Road Car Park							
ParkActive (MiPermit only) per 60 minutes (conditions apply)	Any day		ST	N/A	N/A	0.42	0.50
Day Rate	Any day		ST	2.08	2.50	2.08	2.50
Daily evening charge (6.00pm till 6.00am)	Any day		ST	0.42	0.50	0.42	0.50
Season tickets (conditions apply)	3 months		ST	208.33	250.00	208.33	250.00
Season tickets (conditions apply)	12 months		ST	766.67	920.00	766.67	920.00
Napier Road Car Parks							
ParkActive (MiPermit only) per 60 minutes (conditions apply)	Any day		ST	N/A	N/A	0.42	0.50
Up to 2 hours	Any day		ST	0.83	1.00	0.83	1.00
Up to 4 hours	Any day		ST	1.25	1.50	1.25	1.50
Over 4 hours	Any day		ST	2.08	2.50	2.08	2.50
Daily evening charge (6.00pm till 6.00am)	Any day		ST	0.42	0.50	0.42	0.50
Season tickets (conditions apply)	12 months		ST	416.67	500.00	416.67	500.00
Highwoods and Recreation Ground Car Parks							
Changes as shown in Neighbourhoods section							
Mill Road and Mill Pond Car Parks - Dedham							
Up to 1 hour	Any day		ST	N/A	Free	N/A	Free
Up to 2 hours	Any day		ST	0.83	1.00	0.83	1.00
Up to 4 hours	Any day		ST	1.67	2.00	1.67	2.00
All day rate	Any day		ST	3.33	4.00	3.33	4.00
Daily evening charge (6.00pm till 6.00am)	Any day		ST	0.42	0.50	0.42	0.50
Coast Road and Seaview Car Parks – West Mersea							
Up to 1 hour	Any day		ST	N/A	Free	N/A	Free
Up to 2 hours	Any day		ST	N/A	N/A	2.50	3.00

Up to 3 hours	Any day		ST	2.50	3.00	3.33	4.00
Over 3 hours	Any day		ST	4.17	5.00	5.00	6.00
Overnight (Seaview Car Park only; Coast Road Car Park no charge)	Any day		ST	0.83	1.00	0.83	1.00
Motorcycles	Any day	free at Seaview, and free within designated bay, otherwise standard charges to apply at Coast Road.					
Season tickets (Traders at Coast Road or Residents at Seaview – conditions apply)	Annual		ST	54.17	65.00	66.67	80.00
High Street Car Park – West Mersea							
Up to 1 hour	Any day		ST	N/A	Free	N/A	Free
Up to 3 hours	Any day		ST	0.83	1.00	1.25	1.50
Over 3 hours	Any day		ST	4.17	5.00	5.00	6.00
Motorcycles	Any day			free		standard charges to apply	
Season tickets (conditions apply) (Traders only)	Annual		ST	54.17	65.00	66.67	80.00
Victoria Esplanade and Willoughby Car Parks – West Mersea							
Up to 3 hours	Any day		ST	2.50	3.00	3.33	4.00
Over 3 hours	Any day		ST	4.17	5.00	5.00	6.00
Season ticket (conditions apply) (Beach Hut Watch Members only) (Victoria Esplanade only)	12 Months		ST	41.67	50.00	50.00	60.00
Season ticket (conditions apply) (Mersea Windsurfers and Kitesurfers Club members only) (Victoria Esplanade only)	12 Months		ST	41.67	50.00	50.00	60.00
Cooks Yard Car Parks – Wivenhoe							
Up to 30 minutes	Any day		ST	N/A	Free	N/A	Free
Up to 1 hour	Any day		ST	0.42	0.50	0.42	0.50
Up to 2 hours	Any day		ST	0.83	1.00	0.83	1.00

Up to 4 hours	Any day		ST	1.67	2.00	1.67	2.00
Up to 6 hours	Any day		ST	2.50	3.00	2.50	3.00
Over 6 hours	Any day		ST	3.33	4.00	3.33	4.00
Daily evening charge (6.00pm till 6.00am)	Any day		ST	1.67	2.00	1.67	2.00
Colchester Leisure World Car Park							
Up to 1 hour	Any day		ST	1.25	1.50	1.25	1.50
Up to 2 hours	Mon to Fri		ST	2.08	2.50	2.08	2.50
	Sat & Sun		ST	2.33	2.80	2.33	2.80
Up to 4 hours	Mon to Fri		ST	2.92	3.50	2.92	3.50
	Sat & Sun		ST	3.17	3.80	3.17	3.80
Up to 6 hours	Mon to Fri		ST	4.58	5.50	4.58	5.50
	Sat & Sun		ST	5.00	6.00	5.00	6.00
Up to 9 hours	Mon to Fri		ST	7.33	8.80	7.33	8.80
	Sat & Sun		ST	7.50	9.00	7.50	9.00
Up to 24 hours	Mon to Fri		ST	8.75	10.50	8.75	10.50
	Sat & Sun		ST	9.17	11.00	9.17	11.00
Alexandra Terrace Car Park							
Season tickets (conditions apply)	6 months		ST	76.83	92.20	76.83	92.20
Season tickets (conditions apply)	12 months		ST	146.50	175.80	146.50	175.80
Bergholt Road Car Park							
Season tickets (conditions apply)	6 months		ST	76.83	92.20	76.83	92.20
Season tickets (conditions apply)	12 months		ST	146.50	175.80	146.50	175.80
St Julian Grove Car Park							
Season tickets (conditions apply)	6 months		ST	76.83	92.20	76.83	92.20
Season tickets (conditions apply)	12 months		ST	146.50	175.80	146.50	175.80
Three Crowns Road Car Park							
Peak Rate	4am to 9.30am	Monday to Friday	ST	5.00	6.00	5.00	6.00
Off-Peak Rate	9.30am to Midnight	Monday to Friday	ST	3.42	4.10	3.42	4.10
Day Rate	9.30am to Midnight	Saturday	ST	1.67	2.00	1.67	2.00

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(xiii) Environmental Health and Licensing Services

Introduction

Pest Control

There are very minor changes to both domestic and commercial charges as set out in the table below. These changes reflect increased operating costs whilst also reflecting the need to be competitive and provide value for money in the market.

There is a requirement to reduce the subsidy for the service and where possible try to cover all costs with income. Therefore, it is proposed to increase the fee payable for domestic customers in receipt of both means tested benefits and universal credit payments which include free prescriptions to 50% of the full fee charged to the domestic customers, this is in line with other council concessions and still offers a significant discount to customers on low incomes.

Dog Control

To continue to reward responsible dog ownership, microchipping of dogs will be free of charge. Micro-chips for dogs are supplied free of charge to the Council by the Dogs Trust for dogs on this basis.

It is proposed to increase the charge to £25 to micro-chip cats. The Council has no statutory duties in relation to cats.

The cost associated with the collecting, transporting and kenneling of stray dogs is retained at £75. This incorporates a £25 statutory fee.

It is proposed that the stray dog kenneling overnight charge is increased from £21.00 to £22.00 per night. This is to fully recover the cost of increased kenneling fees incurred by the Council.

In addition, any veterinary fees incurred by the Council for treating a stray dog will be recovered from the owner in full prior to returning the dog to their care.

Environmental Protection

There are no proposed changes to Environmental Protection fees and charges.

Technical Advice

Officers within the Environmental Protection Team have high levels of technical expertise in areas such as noise; air quality; private water supplies and contaminated land. It is proposed that upon request from a Business, Developer, Land Owner, or other Local Authority that a discretionary technical service can be provided including but not limited to noise monitoring/acoustic reports, the production of noise management plans and the review of technical documents. This service will be provided at an hourly rate of £60 p/hour.

Works in Default

The fee for undertaking works in default based on an hourly rate (£60 p/hour) is to be retained.

Private Water Supplies

The maximum charge for various water sampling activities is stipulated in Schedule 5 of the Private Water Supplies Regulations 2009.

All fees currently charged are in line with these Regulations, the exception being the charges made to the most vulnerable households where the fee is waived for customers in receipt of a means tested benefit.

It is proposed to introduce a fee for those customers who have had an initial risk assessment and because of the time lapsed require a second risk assessment. The second risk assessment can be completed over a shorter time period than the first and therefore the full fee of £500.00 cannot be justified.

In addition, it is proposed that the Customer pays separately for the cost of the analysis of water samples. Due to the increasing complexity of the samples to be analysed and the increasing costs.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Animal Services							
Non-Domestic Pest Control							
Rodents (rats & mice,) all treatments include a maximum of three visits. All work on completion guaranteed for one month. Contracts priced upon request.			ST	170.00	204.00	173.33	208.00
Other insect pests excluding bedbugs Price per hour, minimum 1 hour charge, contracts priced on request.			ST	83.33	100.00	85.00	102.00
Bedbugs 1-3 rooms			ST	150.00	180.00	183.33	220.00
Bedbugs 4+ rooms			ST		Price on application		Price on application
Call out - no treatment required			ST	38.33	46.00	40.00	48.00
Domestic Pest Control							
Rodents (rats & mice)			ST	58.33	70.00	60.00	72.00
Cockroaches/Tropical Ants			ST	73.33	88.00	75.00	90.00
Bedbugs			ST	154.17	185.00	156.67	188.00
Wasps/Hornets			ST	54.17	65.00	55.83	67.00
Fleas			ST	68.33	82.00	70.00	84.00
Call out fee – no treatment required			ST	21.67	26.00	23.33	28.00
Reduced Charges - for those in receipt of a means tested benefit							

or the free prescriptions element of universal credit.							
Rodents (rats & mice)			ST	18.33	22.00	30.00	36.00
Cockroaches			ST	18.33	22.00	37.50	45.00
Wasps/hornets			ST	25.00	30.00	27.92	33.50
Other public health significant pests - (tropical ants, fleas)			ST	25.00	30.00	35.00	42.00
Bedbugs			ST	25.00	30.00	75.00	90.00
Call out fee – no treatment required				10.83	13.00	11.67	14.00
Animal Control							
Microchip – per dog			ST	Free	Free	Free	Free
Microchip – per cat			ST	20.83	25.00	20.83	25.00
Stray Dog Charge			NB	75.00	75.00	75.00	75.00
Stray Dog Kenneling Charge (per day or part thereof)			NB	21.00	21.00	22.00	22.00
Stray Dog Veterinary fees					Vet fees recovered at cost		Vet fees recovered at cost
Environmental Protection							
Private Water Supplies							
First Risk Assessment			ST	416.67	500.00	416.67	500.00
Second and subsequent Risk assessments	NEW for 2020		ST		£200 for 4 hours and then £50.00 for every additional hour		£200 for 4 hours and then £50.00 for every additional hour
Sampling (initial visit & revisit)			ST	83.33	100.00	83.33	100.00
Investigation			ST	83.33	100.00	83.33	100.00
Grant Authorisation			ST	83.33	100.00	83.33	100.00
Sample Analysis (minor)			ST	20.83	25.00	20.83	25.00

Sample Analysis (check monitoring)			ST	83.33	100.00	83.33	100.00
Sample Analysis (audit monitoring)			ST	416.67	500.00	416.67	500.00
Analysis of water samples			ST	Any charges incurred for the analysis of samples will be recovered at cost.		Any charges incurred for the analysis of samples will be recovered at cost.	
Concession - sampling fee for residents living in a single dwelling who are in receipt of a means tested benefit			ST	Free	Free	Free	Free
Environmental Information Requests							
			ST	83.33	100.00	83.33	100.00
Cases exceeding 2 hours will incur an additional 30 p/h			ST	25.00	30.00	25.00	30.00
Works in Default							
Administration of works in default			ST	Calculated per case based on hourly rate (50.00)	Calculated per case based on hourly rate (60.00)	Calculated per case based on hourly rate (50.00)	Calculated per case based on hourly rate (60.00)
Technical Advice							
Provision of a Technical Advice Service			ST	Calculated per case based on hourly rate (50.00)	Calculated per case based on hourly rate (60.00)	Calculated per case based on hourly rate (50.00)	Calculated per case based on hourly rate (60.00)

Licensing, Food & Safety

Introduction

The fees are based on officer time and associated costs to complete each process. This year overheads have changed in some areas and therefore some fees have increase, whilst others remain relatively neutral. There are some new charges added, which relate to Cinema certification under the Licensing Act which had previously been omitted.

Note: Under legislation Pavement permit fees are currently capped to £100.00 until September 2021 – we will review the fees if Legislation is amended.

DBS fees are increased due to the new Statutory DBS 6 monthly check.

Description of charge			Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed Charges 2021/22 excl VAT (£)	Proposed Charges 2021/2022 incl VAT (£)
Licensing, Food & Safety			Type	Statutory Fee set Yes/no					
Sex Shop Licence			New Applications	no	NB	1120.00	1120.00	1120.00	1120.00
Sex Shop Licence			Renewals	no	NB	635.00	635.00	635.00	635.00
Sex Shop Licence			Transfer	no	NB	635.00	635.00	635.00	635.00
Sex Shop Variation			Variation	no	NB	635.00	635.00	635.00	635.00
Sex Entertainment Venue			New Applications	no	NB	1360.00	1360.00	1360.00	1360.00
Sex Entertainment Venue			Renewals	no	NB	715.00	715.00	715.00	715.00
Sex Entertainment Venue Variation			Variation	no	NB	715.00	715.00	715.00	715.00
Sex Entertainment Venue			Transfer	No	NB	715.00	715.00	715.00	715.00

Scrap metal Dealers Act			Site New Application	no	NB	715.00	715.00	715.00	715.00
Scrap metal Dealers Act			Site Renewal	no	NB	450.00	450.00	450.00	450.00
Scrap metal Dealers Act			Site/Collect or Variation	no	NB	200.00	200.00	240.00	240.00
Scrap metal Dealers Act			Additional Site Licence	no	NB	200.00	200.00	240.00	240.00
Scrap metal Dealers Act			Collector New Application	no	NB	330.00	330.00	335.00	335.00
Scrap metal Dealers Act			Collector Renewal	no	NB	300.00	300.00	310.00	310.00
Scrap metal Dealers Act			New Site Manager and/or Partner	no	NB	180.00	180.00	180.00	180.00
Scrap metal Dealers Act			Minor Amendment (ie where no DBS disclosure certificate is required or assessment of an individual's suitability)	no	NB	70.00	70.00	70.00	70.00
Animal Welfare Regulations (note: 1-3 year Licence)	Applicati on Fee	Gran t Fee	* Note: Vets fees to be added	Statutory Fee set Yes/no					
Hiring out of Horses (Riding Establishment) Licences (vet	395.00	75.00	*	No	NB	470.00	470.00	470.00	470.00

fee to be added and Invoiced separately)									
Selling Animals as Pets (Pet Shops and other (does not apply to breeding of dogs))	280.00	85.00		No	NB	365.00	365.00	365.00	365.00
Animal Boarding Licence (including Daycare)	360.00	75.00		No	NB	435.00	435.00	435.00	435.00
Home Boarding for dogs	220.00	50.00		No	NB	270.00	270.00	270.00	270.00
Dog Breeding	220.00	75.00	*	No	NB	275.00	275.00	275.00	275.00
Keeping or Training animals for exhibition (3 year Licence)	305.00	50.00		No	NB	355.00	355.00	355.00	355.00
Additional Licensable Activity	85.00	50.00		No	NB	135.00	135.00	135.00	135.00
Variation to licence/re-evaluation star rating Application fee for Animal boarding, Selling Animals and Keeping Animals for exhibition	150.00	N/A		No	NB	150.00	150.00	150.00	150.00
Variation to licence/re-evaluation Star Rating Application fee for Dog Breeding and Hiring out of horses (Not including vet fees)	150.00	N/A		No	NB	150.00	150.00	150.00	150.00
Transfer of Licence due to death of licensee	70.00	N/A		No	NB	70.00	70.00	70.00	70.00
Zoo Operators Licence (+ vet fee) (payable every 6 years - next due 2025)			New / Renewal	no	NB	1970.00	1970.00	1970.00	1970.00
Dangerous Wild Animals (+ vet fee) (payable every two years)			New / Renewal	no	NB	275.00	275.00	275.00	275.00

Food Export Certificates			New / Renewal	no	NB	80.00	80.00	80.00	80.00
Food Surrender Certificates			New / Renewal	no	NB	70.00	70.00	70.00	70.00
Tattooing, Electrolysis and Skin Piercing (Permanent or Semi-permanent), Acupuncture, Electrolysis and Ear-piercing - Premises - including 2 operators			New	no	NB	240.00	240.00	240.00	240.00
- Operators - up to 2 operators			New	no	NB	120.00	120.00	125.00	125.00
Hypnotists			New		NB	110.00	110.00	115.00	115.00
Pavement café Licence (PCA)									
Pavement Permit (Café Furniture Licence) Under 5 Square metres			New	No	NB	210.00	210.00	100.00	100.00
Pavement Permit (Café Furniture Licence) 5-10 Square metres			New	No	NB	295.00	295.00	100.00	100.00
Pavement Permit (Café Furniture Licence) 10-15 Square metres			New	No	NB	380.00	380.00	100.00	100.00
Pavement Permit (Café Furniture Licence) Over 15 Square metres			New	No	NB	470.00	470.00	100.00	100.00
Transfer/Alteration of Pavement Permit.			Transfer	No	NB	85.00	85.00	100.00	100.00
Pavement Permit (Café Furniture Licence) Under 5 Square metres Renewal			Renewal	No	NB	105.00	105.00	100.00	100.00
Pavement Permit (Café Furniture Licence) 5-10 Square metres Renewal			Renewal	No	NB	145.00	145.00	100.00	100.00

Pavement Permit (Café Furniture Licence) 10-15 Square metres Renewal			Renewal	No	NB	190.00	190.00	100.00	100.00
Pavement Permit (Café Furniture Licence) Over 15 Square metres Renewal			Renewal	No	NB	235.00	235.00	100.00	100.00
Pleasure Boats			New/Annual	no	NB	75.00	75.00	80.00	80.00
Boatsman Licence			New/Annual	no	NB	75.00	75.00	80.00	80.00
Basic Food Hygiene/Health and Safety Courses									
Basic charge (outside of Colchester)			Per person	no	EX	65.00	65.00	65.00	65.00
If resident or employed within Colchester Borough			Per person		EX	50.00	50.00	50.00	50.00
Delivered at businesses own premises Basic charge (up to 10)			(10 pers) + £20 p/h	no	EX	400.00	400.00	400.00	400.00
Each additional person			Per person	no	EX	20.00	20.00	20.00	20.00
Exam resit fees			Per person	no	EX	20.00	20.00	20.00	20.00
Hackney Carriage and Private Hire Vehicle and Operators Licences									
Hackney Carriage Vehicle			Annual / Renewal	no	NB	400.00	400.00	400.00	400.00
Hackney Carriage Hybrid			Annual / Renewal	no	NB	290.00	290.00	290.00	290.00
Hackney Carriage Full Electric			Annual / Renewal	no	NB	195.00	195.00	195.00	195.00
Private Hire Vehicle			Annual / Renewal	no	NB	350.00	350.00	350.00	350.00
Private Hire Vehicle Hybrid			Annual / Renewal	no	NB	250.00	250.00	250.00	250.00

Private Hire Vehicle Full Electric			Annual / Renewal	no	NB	170.00	170.00	170.00	170.00
Operator's Licence - 1 vehicle (PHV)			New / Renewal (5 years)	no	NB	290.00	290.00	290.00	290.00
Operator's Licence – 2-5 vehicles (PHV)			New / Renewal (5 years)	no	NB	335.00	335.00	335.00	335.00
Operator's Licence – 6+ vehicles (PHV)			New / Renewal (5 years)	no	NB	400.00	400.00	400.00	400.00
Category change fee				no	NB	70.00	70.00	70.00	70.00
Operator's licence transfer fee				no	NB	70.00	70.00	70.00	70.00
Drivers Licences									
Initial Licence valid for up to 3 years unless probationary 1 year licence			New (3 years) also Probationary 1 year)	no	NB	190.00	190.00	200.00	200.00
Renewal Licence valid for up to 3 years unless probationary 1 year licence			New (3 years) also Probationary 1 year)	no	NB	170.00	170.00	180.00	180.00
ENGLISH TEST Colchester English Study Centre	Direct application to CESC		New	no	NB	60.00	60.00	60.00	60.00
Knowledge Test			New	no	NB	60.00	60.00	60.00	60.00
Knowledge Test – re-sit fee				no	NB	60.00	60.00	60.00	60.00

Failure to attend Appointment at Rowan House without prior notification				no	NB	60.00	60.00	60.00	60.00
Licence Transfer Fees									
Vehicle to vehicle (must always remain a licenced vehicle)				no	NB	95.00	95.00	95.00	95.00
Person to person				no	NB	95.00	95.00	95.00	95.00
Registration number change				no	NB	95.00	95.00	95.00	95.00
Vehicle Inspection Fees									
HC Vehicle Inspection Fee (other than brand new) as MOT				no	NB	50.00	50.00	50.00	50.00
HC Vehicle Inspection Fee (Brand new)				no	NB	30.00	30.00	30.00	30.00
PH Vehicle Inspection Fee (other than brand new) as MOT				no	NB	50.00	50.00	50.00	50.00
PH Vehicle Inspection Fee (Brand new)				no	NB	30.00	30.00	30.00	30.00
Failure to attend Garage for appointment				no	NB	60.00	60.00	60.00	60.00
Replacement Equipment									
Replacement Plates				no	NB	25.00	25.00	25.00	25.00
Replacement Badges				no	NB	17.00	17.00	17.00	17.00
Replacement vehicle window cards				no	NB	5.00	5.00	5.00	5.00
Standard Roof Sign			At cost plus handling charge	no	NB	10.00	10.00	10.00	10.00

Standard Door Signs			At cost plus handling charge	no	NB	10.00	10.00	10.00	10.00
Fees for drivers' licences do not include the fee for a mandatory DBS +DVLA check, which will be charged additionally.			NOTE Personal Checks Ltd			69.00	69.00	92.00	92.00
Post Office Charge verification check						13.00	13.00	14.00	14.00
Plate Exemption				no	E	11.00	11.00	11.00	11.00
Transfer of PH vehicles to new Operator (per vehicle)				no	E	11.00	11.00	11.00	11.00
CSE, Dementia and Vulnerable Persons Training				no	E	19.00	19.00	19.00	19.00
Alcohol and Entertainment Licences – Statutory fees									
Premises Licences - Initial Applications									
Band A - Rateable Value £0 - £4,300				Yes	NB	100.00	100.00	100.00	100.00
Band B - £4,301 - £33,000				Yes	NB	190.00	190.00	190.00	190.00
Band C - £33,001 - £87,000				Yes	NB	315.00	315.00	315.00	315.00
Band D - £87,001 - £125,000				Yes	NB	450.00	450.00	450.00	450.00
Band E - £125,000 and over				Yes	NB	635.00	635.00	635.00	635.00
Premises Licences - Renewals									
Band A - Rate able Value £0 - £4,300				Yes	NB	70.00	70.00	70.00	70.00
Band B - £4,301 - £33,000				Yes	NB	180.00	180.00	180.00	180.00
Band C - £33,001 - £87,000				Yes	NB	295.00	295.00	295.00	295.00
Band D - £87,001 - £125,000				Yes	NB	320.00	320.00	320.00	320.00

Band E - £125,000 and over				Yes	NB	350.00	350.00	350.00	350.00
Premises Licences - Variations									
Band A - Rateable Value £0 - £4,300				Yes	NB	100.00	100.00	100.00	100.00
Band B - £4,301 - £33,000				Yes	NB	190.00	190.00	190.00	190.00
Band C - £33,001 - £87,000				Yes	NB	315.00	315.00	315.00	315.00
Band D - £87,001 - £125,000				Yes	NB	450.00	450.00	450.00	450.00
Band E - £125,000 and over				Yes	NB	635.00	635.00	635.00	635.00
Minor Variations - all Bands				Yes	NB	89.00	89.00	89.00	89.00
Personal Licences									
Initial Application				Yes	NB	37.00	37.00	37.00	37.00
Miscellaneous Fees									
Copies of Documents etc				Yes	NB	10.50	10.50	10.50	10.50
Transfers				Yes	NB	23.00	23.00	23.00	23.00
Change of Designated Premises Supervisor				Yes	NB	23.00	23.00	23.00	23.00
Temporary Event Notices				Yes	NB	21.00	21.00	21.00	21.00
Notice of Interest in Premises				Yes	NB	21.00	21.00	21.00	21.00
Theft or loss of certificate or summary				Yes	NB	10.50	10.50	10.50	10.50
Application for a provisional statement where premises being built				Yes	NB	315.00	315.00	315.00	315.00
Notification of change of name or address for holder of premise licence				Yes	NB	10.50	10.50	10.50	10.50
Application to vary to specify individual as premise supervisor				Yes	NB	10.50	10.50	10.50	10.50
Application to transfer premise licence				Yes	NB	23.00	23.00	23.00	23.00

Premises Licences - New Applications / Provisional Statements									
New Small Casino				no	NB	6,200.00	6,200.00	6,200.00	6,200.00
New Large Casino				no	NB	7,700.00	7,700.00	7,700.00	7,700.00
Regional Casino				no	NB	12500.00	12500.00	12500.00	12500.00
Bingo Club				no	NB	3,100.00	3,100.00	3,100.00	3,100.00
Betting Premises (excluding Tracks)				no	NB	2,600.00	2,600.00	2,600.00	2,600.00
Tracks				no	NB	2,100.00	2,100.00	2,100.00	2,100.00
Family Entertainment Centres				no	NB	1,600.00	1,600.00	1,600.00	1,600.00
Adult Gaming Centres				no	NB	1,600.00	1,600.00	1,600.00	1,600.00
Premises Licences - Annual Fees									
Existing Casinos				no	NB	2,600.00	2,600.00	2,600.00	2,600.00
New Small Casino				no	NB	4,200.00	4,200.00	4,200.00	4,200.00
New Large Casino				no	NB	7,700.00	7,700.00	7,700.00	7,700.00
Regional Casino				no	NB	12500.00	12500.00	12500.00	12500.00
Bingo Club				no	NB	850.00	850.00	850.00	850.00
Betting Premises (excluding Tracks)				no	NB	550.00	550.00	550.00	550.00
Tracks				no	NB	850.00	850.00	850.00	850.00
Family Entertainment Centres				no	NB	650.00	650.00	650.00	650.00
Adult Gaming Centres				no	NB	850.00	850.00	850.00	850.00
Premises Licences - Application to Vary									
New Small Casino				no	NB	3,000.00	3,000.00	3,000.00	3,000.00
New Large Casino				no	NB	4,000.00	4,000.00	4,000.00	4,000.00
Regional Casino				no	NB	6,000.00	6,000.00	6,000.00	6,000.00
Bingo Club				no	NB	1,000.00	1,000.00	1,000.00	1,000.00
Betting Premises (excluding Tracks)				no	NB	1,000.00	1,000.00	1,000.00	1,000.00

FEC Gaming Machine				no	NB	300.00	300.00	300.00	300.00
Prize Gaming				no	NB	300.00	300.00	300.00	300.00
Alcohol Licensed Premises - 2 or less machines				no	NB	50.00	50.00	50.00	50.00
Alcohol Licensed Premises - more than 2 machines				no	NB	150.00	150.00	150.00	150.00
Club Gaming Permit				no	NB	200.00	200.00	200.00	200.00
Club Gaming Machine Permit				no	NB	200.00	200.00	200.00	200.00
Club Fast track				no	NB	100.00	100.00	100.00	100.00
Small Society Lottery Registration - New Application				no	NB	40.00	40.00	40.00	40.00
Permits For Gaming Machines - Annual Fees/Renewals									
FEC Gaming Machine				no	NB	300.00	300.00	300.00	300.00
Prize Gaming				no	NB	300.00	300.00	300.00	300.00
Alcohol Licensed Premises - 2 or less machines				no	NB	N/A	N/A	N/A	N/A
Alcohol Licensed Premises - more than 2 machines				no	NB	50.00	50.00	50.00	50.00
Club Gaming Permit				no	NB	50.00	50.00	50.00	50.00
Club Gaming Machine Permit				no	NB	50.00	50.00	50.00	50.00
Club Fast track				no	NB	100.00	100.00	100.00	100.00
Small Society Lottery Registration - Annual Fee				no	NB	20.00	20.00	20.00	20.00
Permit - Miscellaneous Fees									
Change of Name									
Temporary Use Notice				Yes	NB	200.00	200.00	200.00	200.00
Occational Use Notice				Yes	NB	150.00	150.00	150.00	150.00
FEC Permits				no	NB	25.00	25.00	25.00	25.00
Prize Gaming Permits				no	NB	25.00	25.00	25.00	25.00
Alcohol Licensed Premises - 2 or less machines				no	NB	N/A	N/A	N/A	N/A

Statement of Relevant Facts (per hour)				no	ST	65.00	78.00	67.00	80.40
Food Hygiene Re-Inspection Request				no	ST	150.00	180.00	154.00	184.80
Food Hygiene Advice and Consultation (getting to five) 1st 2 hours then every hour			New	no	ST	175.00	210.00	180.00	216.00
Licensing Application Checking Service									
Full Application 1st 2hours then every hour				no	ST	215.00	258.00	215.00	258.00
Temporary Event Notice Per Hour 1st 2 hours then every hour				no	ST	130.00	156.00	130.00	156.00
General Admin Charge for Licensing, Food or Safety (cost recovery)				No	NB	11.00	11.00	11.00	11.00
House to House NO CHARGE						N/A	N/A	N/A	N/A
Street Collections NO CHARGE						N/A	N/A	N/A	N/A
Caravan Licensing NO CHARGE						N/A	N/A	N/A	N/A

(xiv) Recycling and Trade Services

Introduction

Trade Service

Fees and charges are negotiable where it makes commercial sense.

New rates have been included to better reflect the customer base and to ensure that the service remains competitive, in a competitive market. This includes the ability to collect more recyclable material and offer more services to business and support more environmentally enabled businesses.

Special collections

Costs have been reviewed and benchmarked. Costing have been rounded for ease in a public facing service.

Description of charge	Optional	Discount	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Pricing Schedule Trade tonnage subject to landfill tax							
Green sacks trade – food related business			NB	39.87	39.87	40.95	40.95
Green sacks trade – non-food related business			NB	39.87	39.87	40.95	40.95
Green sacks - schools			NB	33.88	33.88	34.80	34.80
360l hire – food related business		Negotiable	NB	1.48	1.48	1.52	1.52
360l hire – non-food related business		Negotiable	NB	1.48	1.48	1.52	1.52

360l emptying trade – food related business		Negotiable	NB	7.34	7.34	10.43	10.43
360l emptying trade – non-food related business		Negotiable	NB	7.34	7.34	7.54	7.54
360l emptying schools		Negotiable	NB	6.53	6.53	6.53	6.53
660l hire - food related business		Negotiable	NB	3.18	3.18	3.25	3.25
660l hire – non-food related business		Negotiable	NB	3.18	3.18	3.25	3.25
660l emptying trade - food related business		Negotiable	NB	11.48	11.48	16.29	16.29
660l emptying trade – non-food related business		Negotiable	NB	11.48	11.48	11.78	11.78
660l emptying schools		Negotiable	NB	9.38	9.38	9.64	9.64
1100l hire - food related business		Negotiable	NB	3.87	3.87	3.97	3.97
1100l hire – non-food related business		Negotiable	NB	3.87	3.87	3.97	3.97
1100l hire schools		Negotiable	NB	3.87	3.87	3.97	3.97
1100l emptying trade – food related business		Negotiable	NB	13.57	13.57	19.26	19.26
1100l emptying trade – non-food business		Negotiable	NB	13.57	13.57	13.93	13.93
1100l emptying schools		Negotiable	NB	11.48	11.48	11.78	11.78
360l Trade glass bin		Negotiable	NB	4.90	4.90	5.03	5.03
360l Trade plastic bin	Per collection	Negotiable	NB			5.03	5.03
360l Trade can bin	Per collection	Negotiable	NB			5.03	5.03
180l Food waste	Per collection	Negotiable	NB			7.50	7.50
Clear Cardboard Sacks – Trade			NB	27.75	27.75	28.50	28.50
Regular cardboard collection – Trade	Annual	Negotiable	NB	554.87	554.87	569.85	569.85
Non-contract Cardboard Collection		Negotiable	NB	43.15	43.15	44.31	44.31

Other Trade Income							
Duty of Care Certificate			NB	30.09	30.09	30.90	30.90
Cleansing of Bulk Containers			NB	27.18	27.18	27.92	27.92
Re-signing fee			NB	59.15	59.15	60.75	60.75
Vehicle (3.5t) plus driver and operative		Negotiable	NB	79.56	79.56	81.71	81.71
Special collections							
Bulky items 1-6			NB	43.26	43.26	50.00	50.00
Bulky items 6-12			NB	69.48	69.48	80.00	80.00
Fridges, Fridge/freezers or Freezers			NB	26.60	29.60	30.00	30.00
TVs, Monitors, Microwaves			NB	12.67	12.67	15.00	15.00
White goods - dishwashers, cookers, washing machines, tumble driers, spin driers (maximum 5 items) price per item			NB	12.67	12.67	15.00	15.00

Equality, Diversity and Human Rights implications

Equality Impact Assessments are available to view on the Colchester Borough Council website

Fixed Penalty Notices

Introduction

In response to an increase in environmental contraventions by the public, it is deemed that a more severe penalty will help support a change in behavior around such things as fly tipping and littering.

Description of charge	Optional	Discount	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Fixed penalty notice							
Fixed penalty notice			NB	100.00	100.00	150.00	150.00

Equality, Diversity and Human Rights implications

Equality Impact Assessments are available to view on the Colchester Borough Council website

(xv) Cemetery and Crematorium

Introduction

All fees have been raised by 2.7%, with the exception of the cemetery memorial application fees, which have been transformed into one flat fee (with the exception of additional inscriptions), which will be simpler for our customers.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Cremations							
Adult cremation	18 years of age and over		EX	701.00	701.00	720.00	720.00
Direct cremation	18 years of age and over		EX	429.00	429.00	441.00	441.00
Environmental surcharge	18 years of age and over		EX	87.00	87.00	89.00	89.00
Babies and children	Up to the eve of their 18 th birthday			0.00	0.00	0.00	0.00
Body Part	Of a deceased person whose body was previously cremated.		EX	101.00	101.00	104.00	104.00
Interments							

For interment in a grave, with or without the purchase of an exclusive right of burial							
Babies and children	Up to the eve of their 18 th birthday		NB	0.00	0.00	0.00	0.00
Adult	18 years and over						
- Burial at single depth	137cm		NB	654.00	654.00	672.00	672.00
- Burial at double depth	183cm		NB	783.00	783.00	804.00	804.00
- Burial at treble depth	244cm		NB	911.00	911.00	936.00	936.00
For the interment of cremated remains in a grave	With a valid Exclusive Right of Burial		NB	205.00	205.00	210.00	210.00
Right to build a bricked grave & interment in the grave	A valid Exclusive Right of Burial must be in place.		NB	991.00	991.00	1018.00	1018.00
Disinterment (exhumation)	Of cremated remains		NB	342.00	342.00	351.00	351.00
Disinterment (exhumation)	Of a full body burial from a grave - price on request						
Book of Remembrance							
Inscription in the Book of Remembrance							
2 line entry	Text only		ST	60.83	73.00	62.50	75.00
5 line entry	Text only		ST	120.00	144.00	123.33	148.00

5 line entry	+ Simple flower illustration		ST	172.50	207.00	177.50	213.00
5 line entry	+ Crest or complex illustration		ST	195.00	234.00	200.00	240.00
8 line entry	Text only		ST	195.00	234.00	200.00	240.00
8 line entry	+ Simple flower illustration		ST	241.67	290.00	248.33	298.00
8 line entry	+ Crest or complex illustration		ST	258.33	310.00	265.00	318.00
Garden of Remembrance Memorials							
Standard Rose Tree with cast aluminium plaque							
Initial Period	For 5 years		ST	236.67	284.00	243.33	292
Initial Period	For 10 years		ST	309.17	371.00	317.50	381.00
Renewal of memorial	For 1 year		ST	65.83	79.00	67.50	81.00
Renewal of memorial	For 5 years		ST	120.83	145.00	124.17	149.00
Renewal of memorial	For 10 years		ST	169.17	203.00	173.33	208.00
Fuchsia or shrub, with cast aluminium plaque							
Initial Period	For 5 years		ST	190.83	229.00	195.83	235.00
Initial Period	For 10 years		ST	260.83	313.00	267.50	321.00
Renewal of memorial	For 1 year		ST	49.17	59.00	50.83	61.00
Renewal of memorial	For 5 years		ST	95.83	115.00	98.33	118.00
Renewal of memorial	For 10 years		ST	145.83	175.00	150.00	180.00
Additional cast aluminium plaque			ST	110.83	133.00	114.17	137.00
Other Garden Memorials							
Name tower in The Garden	For 10 years		ST	218.33	262.00	224.17	269.00

Renewal of name tower in the Garden	For 10 years		ST	145.83	175.00	150.00	180.00
Name tower in Jemima's Corner	For 10 years		ST	210.83	253.00	216.67	260.00
Renewal of Jemima's Corner name tower	For 10 years		ST	138.33	166.00	141.67	170.00
Tree in the Cemetery (an existing mature tree) initial period with plaque	For 10 years		ST	345.83	415.00	355.00	426.00
Renewal of tree memorial	For 10 years		ST	187.50	225.00	192.50	231.00
Inscribed stone brick: In either Wall of Remembrance	The brick to remain throughout the duration of the wall standing or will be relocated elsewhere should the wall be removed within ten years of purchase.		ST	265.00	318.00	272.50	327.00
Granite niche	In perpetuity		EX	676.00	676.00	694.00	694.00
Additional inscription/replacement tile	On granite niche		ST	153.33	184.00	157.50	189.00
Additional inscription	On columbarium		ST	153.33	184.00	157.50	189.00
Teddy Columbarium niche & plaque	In perpetuity	NEW	EX	340.00	340.00	340.00	340.00
Granite plaque on granite bench	For 10 years		ST	218.33	262.00	224.17	269.00

Renewal of plaque on granite bench	For 10 years			145.83	175.00	150.00	180.00
Butterfly plaque on the butterfly wall, including inscription	For 10 years		ST	218.33	262.00	224.17	269.00
Butterfly plaque on the butterfly wall renewal lease	For 10 years		ST	145.83	175.00	150.00	180.00
Memorial seat, including maintenance & plaque 183cm wide (6ft)	For a period of 10 years		ST	433.33	520.00	445.00	534.00
Memorial seat 183cm, renewal of lease, including maintenance	For a further 10 years		ST	306.67	368.00	315.00	378.00
Memorial seat, including maintenance & plaque 122cm wide (4ft)	For a period of 10 years		ST	304.17	365.00	312.50	375.00
Memorial seat 122cm, renewal of lease, including maintenance	For a further 10 years		ST	179.17	215.00	184.17	221.00
Additional seat plaque			ST	115.00	138.00	118.33	142.00
Arboria plaque	Text only		ST	114.17	137.00	117.50	141.00
Arboria plaque	With a monochrome motif		ST	135.00	162.00	138.33	166.00
Arboria plaque	With a coloured motif		ST	166.67	200.00	170.83	205.00
Arboria plaque	With a photo plaque		ST	208.33	250.00	214.17	257.00
Exclusive Rights of Burial							
On the expiry of the initial period of grant, the period may be renewed for a further 50 or 100 years							
For the exclusive right of burial in a lawn or traditional grave	For 50 years		NB	595.00	595.00	611.00	611.00
For the exclusive right of burial in a lawn or traditional grave	For 100 years		NB	939.00	939.00	964.00	964.00

For the exclusive right of burial in the Baby Burial Garden	For 50 years		NB	197.00	197.00	202.00	202.00
For the exclusive right of burial in the Baby Burial Garden	For 100 years		NB	315.00	315.00	323.00	323.00
For the exclusive right of burial in a cremated remains grave	For 50 years		NB	294.00	294.00	302.00	302.00
For the exclusive right of burial in a cremated remains grave	For 100 years		NB	440.00	440.00	452.00	452.00
Scattering of cremated remains	On a grave space		EX	85.00	85.00	87.00	87.00
Scattering of cremated remains in Garden of Remembrance	When the cremation took place at another crematorium.		EX	79.00	79.00	81.00	81.00
Applications for the Erection of Memorials							
A flat stone or slab	Covering single grave space		NB	196.00	196.00	140.00	140.00
A memorial stone:	Not exceeding 0.56m in height		NB	101.00	101.00	140.00	140.00

A memorial stone:	Exceeding 0.56m in height		NB	144.00	144.00	140.00	140.00
A memorial stone:	A footstone, tablet or stone vase		NB	101.00	101.00	140.00	140.00
Kerb Stones	Adult grave space		NB	218.00	218.00	140.00	140.00
Kerb Stones	Child grave space		NB	109.00	109.00	140.00	140.00
For an additional inscription	On an existing memorial with a valid ERoB		NB	90.00	90.00	92.00	92.00
Miscellaneous - Crematorium							
Use of Crematorium Chapel	For an extra 30 minutes of service		EX	262.00	262.00	269.00	269.00
Use of Crematorium Chapel	For a service which badly overruns its allotted time		EX	262.00	262.00	269.00	269.00
Use of Crematorium chapel	For a burial or memorial service		EX	262.00	262.00	269.00	269.00
Register Search	Of over 8 names		ST	23.33	28.00	24.17	29.00
Obitus: Webcast of a chapel service	Live, viewed through Obitus website	Revised fee	ST	37.50	45.00	38.33	46.00

Obitus: Webcast of a chapel service + access to a downloadable recording for 28 days	Live, viewed through Obitus website		ST	41.67	50.00	42.50	51.00
Obitus: Copy of webcast	DVD/BluRay/USB		ST	45.83	55.00	46.67	56.00
Obitus: Visual Tribute: single photo	Static and shown throughout service		ST	12.50	15.00	12.50	15.00
Obitus: Visual Tribute: Simple slideshow	Up to 25 photos		ST	37.50	45.00	38.33	46.00
Obitus: Professional photo tribute	Up to 25 photos set to music		ST	66.67	80.00	68.33	82.00
Obitus: Family supplied video	Checking and preparation of video		ST	16.67	20.00	17.50	21.00
Obitus: Copy of the professional photo tribute	DVD/BluRay/USB		ST	20.83	25.00	21.67	26.00
Obitus: Copy of the professional photo tribute	Downloadable from Obitus website		ST	12.50	15.00	12.50	15.00
Obitus: Additional copies	Each additional DVD, BluRay or USB		ST	20.83	25.00	21.67	26.00
Obitus: Additional photos – up to 25 extra photos	On Simple slideshow or Pro photo tribute		ST	20.83	25.00	21.67	26.00
Obitus: Bespoke extra work	Adding a video to the Pro						

	photo tribute, revisions, or any other departures from standard services		ST	20.83	25.00	21.67	26.00
Decorative urns	Prices on application		ST				
Ash jewellery	Prices on application		ST				
Miscellaneous - Cemetery							
For registering a transfer or surrender of a Grant of Exclusive Right of Burial			ST	47.50	57.00	49.17	59.00
Cremation or Burial Cancellation Fee	(If less than 48 hours' notice)		ST	322.50	387.00	330.83	397.00

Equality, Diversity and Human Rights implications

An Equality and Diversity Impact Assessment identified no negative impacts for those with protected characteristics.

(xvi) Sport and Leisure

Introduction

The Council has a pricing framework in place for its Sport and Leisure activities. This has proved effective and has assisted the service in managing the challenging income targets. As the Council takes a more commercial approach to service delivery, it will require managers to behave in a more commercial manner and to be able to respond more quickly to market forces. This could mean responding to periods of lower demand by reducing prices or offering promotions, or increasing prices where demand exceeds supply and there is clear competition for services.

All charges have been reviewed and new prices proposed below taking into account a combination of the current and likely demand of each activity, competitors' pricing and entrance fees to other leisure activities and the cost of providing the activity.

Proposed changes to the Lifestyles Membership package prices are not shown below as this information is commercially sensitive.

All charges below are for Leisure Card holders where applicable. Non-Leisure Card holders pay up to £1.00 more.

Description of charge	Optional	Optional	VAT Ind	Current 2020/21 Charges excl. VAT (£)	Current 2020/21 Charges incl. VAT (£)	Proposed 2021/22 Charges excl. VAT (£)	Proposed 2021/22 Charges incl. VAT (£)
Leisure Pool							
Leisure Pool Peak (hire)		Session	ST	333.33	400.00	343.33	412.00
Leisure Pool Off Peak (hire)		Session	ST	208.33	250.00	215.00	258.00
Off Peak Swim	Adult	Session	ST	5.17	6.20	5.33	6.40
Off Peak Swim	Junior	Session	ST	4.92	5.90	5.08	6.10
Parent & toddler	Adult	Session	ST	5.83	7.00	6.00	7.20
Parent & toddler	Junior over 3	Session	ST	0.83	1.00	0.88	1.05
Peak Swim	Adult	Session	ST	6.00	7.20	6.17	7.40
Peak Swim (online special 25% of this per head throughout Covid19 restrictions)	Family	Session	ST	22.50	27.00	23.17	27.80
Peak Swim	Junior	Session	ST	5.75	6.90	5.92	7.10
Fitness Pool							
Aqua Fun Swim	Adult	Session	ST	4.38	5.25	4.50	5.40
Aqua Fun Swim	Junior	Session	ST	3.25	3.90	3.33	4.00
Fitness Pool Swim	Adult	Session	ST	4.00	4.80	4.13	4.95
Fitness Pool Swim	Concession	Session	ST	2.83	3.40	2.92	3.50

Fitness Pool Swim	Junior	Session	ST	2.83	3.40	2.92	3.50
Ladies Only Swim	Adult	Session	ST	4.00	4.80	4.13	4.95
Lane Swim		Session	ST	4.50	5.40	4.63	5.55
Fitness Pool (hire)							
Fitness Pool (hire) (aqua splat)		55 minutes	ST	129.17	155.00	133.33	160.00
Fitness Pool (hire) (gala)		55 minutes	ST	141.63	169.95	145.83	175.00
Fitness Pool (hire) (general)		55 minutes	ST	107.29	128.75	110.83	133.00
Fitness Pool (hire) (school)		55 minutes	ST	2.08	2.50	2.08	2.50
Teaching Pool/Dive Pit (hire)		55 minutes	ST	54.17	65.00	55.83	67.00
Wetside Course							
ASA teachers level 1 Course		Course	EX	400.00	400.00	400.00	400.00
ASA teachers level 2 Course		Course	EX	650.00	650.00	650.00	650.00
One to One Lesson (30 minutes)		Session	EX	26.50	26.50	27.30	27.30
One to One Lesson (45 minutes)		Session	EX	31.50	31.50	32.45	32.45
One to One Lesson (60 minutes)		Session	EX	36.50	36.50	37.60	37.60
One to Two Lesson (30 minutes)		Session	EX	31.50	31.50	32.45	32.45
One to Two Lesson (60 minutes)		Session	EX	41.50	41.50	42.75	42.75
RLSS Pool Lifeguard Course		Course	EX	300.00	300.00	309.00	309.00
Swim School Lesson	Adult	Lesson	EX	8.00	8.00	8.25	8.25
Swim School Lesson	Advanced	Lesson	EX	8.30	8.30	8.55	8.55
Swim School Lesson	Standard	Lesson	EX	6.80	6.80	7.00	7.00
Aqua Springs							
Group Entrance		Session	ST	10.42	12.50	10.83	13.00
Naturist Entrance		Session	ST	12.08	14.50	12.58	15.10
Towel Hire		Item	ST	3.00	3.60	3.00	3.60
Weekday Entrance	Adult	Session	ST	12.08	14.50	12.58	15.10
Weekday Entrance (weekday before 4pm)	Concession	Session	ST	10.42	12.50	10.83	13.00
Weekend Entrance	Adult	Session	ST	13.75	16.50	14.33	17.20
Beauty Therapy - Services							

Body Treatment (exfoliation treatment)		Session	ST	25.83	31.00	25.83	31.00
Body Treatment (power wrap)		Session	ST	45.00	54.00	45.00	54.00
Body Treatment (sea mud)		Session	ST	45.00	54.00	45.00	54.00
Eyes (eyebrow shape)		Session	ST	9.58	11.50	9.58	11.50
Eyes (eyebrow tint)		Session	ST	7.92	9.50	7.92	9.50
Eyes (eyebrow shape and tint)		Session	ST	15.83	19.00	15.83	19.00
Eyes (eyelash and eyebrow tint)		Session	ST	17.08	20.50	17.08	20.50
Eyes (eyelash tint)		Session	ST	12.50	15.00	12.50	15.00
Facial (30 min)		Session	ST	25.42	30.50	25.83	31.00
Facial (60 min)		Session	ST	40.42	48.50	40.83	49.00
Facial (bump facial)		Session	ST	40.42	48.50	40.83	49.00
Maintain (back and shoulders)		Session	ST	20.00	24.00	20.83	25.00
Maintain (bikini line)		Session	ST	10.42	12.50	10.83	13.00
Maintain (brazilian)		Session	ST	18.75	22.50	20.83	25.00
Maintain (chest and stomach)		Session	ST	20.00	24.00	20.83	25.00
Maintain (lip or chin)		Session	ST	7.92	9.50	7.92	9.50
Maintain (under arm)		Session	ST	9.58	11.50	10.00	12.00
Maintain (waxing) (full leg)		Session	ST	22.50	27.00	22.50	27.00
Maintain (waxing) (half leg)		Session	ST	16.67	20.00	16.67	20.00
Maintain (whole arm)		Session	ST	13.75	16.50	15.00	18.00
Manicure		Session	ST	25.42	30.50	25.42	30.50
Manicure (luxury)		Session	ST	30.42	36.50	30.42	36.50
Manicure (shape and polish)		Session	ST	12.92	15.50	12.92	15.50
Gel Color (polish)		Session	ST	23.33	28.00	23.33	28.00
Gel Color (upgrade)		Session	ST	12.92	15.50	12.92	15.50
Gel Color (removal)		Session	ST	7.08	8.50	7.08	8.50
Massage (aromatherapy)		Session	ST	45.83	55.00	45.83	55.00
Massage (back, neck, shoulder)		Session	ST	29.58	35.50	29.58	35.50
Massage (full body)		Session	ST	42.92	51.50	42.92	51.50
Massage (reflexology)		Session	ST	45.42	54.50	45.83	55.00
Massage (seated back)		Session	ST	29.58	35.50	30.00	36.00

Massage (shoulder, face, scalp)		Session	ST	29.58	35.50	29.58	35.50
Pedicure		Session	ST	25.42	30.50	26.67	32.00
Pedicure (luxury)		Session	ST	30.42	36.50	31.67	38.00
Pedicure (shape and polish)		Session	ST	12.92	15.50	12.92	15.50
Revive and Renew (weekday)		Session	ST	63.33	76.00	63.33	76.00
Revive and Renew (weekend)		Session	ST	67.50	81.00	67.50	81.00
Spa Day Package (mums to be package)		Session	ST	59.17	71.00	59.17	71.00
Spa Day Packages (spa escape) (weekday)		Session	ST	59.17	71.00	59.17	71.00
Spa Day Packages (spa escape) (weekend)		Session	ST	63.33	76.00	63.33	76.00
Spa Day Packages (spa pamper) (weekday)		Session	ST	71.67	86.00	71.67	86.00
Spa Day Packages (spa pamper) (weekend)		Session	ST	76.67	92.00	76.67	92.00
Spa Day Packages (winter warmer) (weekday)		Session	ST	47.50	57.00	47.50	57.00
Spa Day Packages (winter warmer) (weekend)		Session	ST	50.83	61.00	50.83	61.00
Activa Health and Fitness							
First PT		Session	EX	15.00	15.00	15.00	15.00
Teen Fitness Induction		Session	EX	5.00	5.00	5.00	5.00
Personal Training (30 minutes)		30 minutes	EX	22.50	22.50	22.50	22.50
Personal Training (60 minutes)		60 minutes	EX	35.00	35.00	35.00	35.00
Voucher Sales (12 sessions) (personal training) (30 min)		Session	EX	230.00	230.00	230.00	230.00
Voucher Sales (12 sessions) (personal training) (60 min)		Session	EX	360.00	360.00	360.00	360.00
Activa Workout	Adult	60 minutes	ST	6.92	8.30	7.13	8.55
Activa Workout	Concession	60 minutes	ST	5.58	6.70	5.75	6.90
Activa Workout	Teen Fitness	60 minutes	ST	4.75	5.70	4.96	5.95

Group Fitness Classes							
Line Dancing		Session	EX	5.00	5.00	5.00	5.00
Line Dancing (2hr)		Session	EX	6.00	6.00	6.00	6.00
Pilates		Session	EX	6.70	6.70	6.70	6.70
Group Fitness (45 mins)		Session	EX	6.00	6.00	6.00	6.00
Group Fitness (60 mins)		Session	EX	7.00	7.00	7.00	7.00
Group Fitness (90 mins)		Session	EX	8.00	8.00	8.00	8.00
Group Fitness (Activa) (30 mins)		Session	EX	5.00	5.00	5.00	5.00
Group Fitness (Activa) (45 mins)		Session	EX	6.00	6.00	6.00	6.00
Water Workout (1 hour)		Session	EX	7.00	7.00	7.00	7.00
Water Workout (45 mins)		Session	EX	6.00	6.00	6.00	6.00
Yoga		Session	EX	8.00	8.00	8.00	8.00
LEAP							
Activa Workout	Adult	60 minutes	EX	6.50	6.50	6.90	6.90
Aerobic class		Session	EX	6.50	6.50	6.50	6.50
Aqua Springs Entrance		Session	EX	12.50	12.50	13.00	13.00
Fitness Pool Swim		Session	EX	3.40	3.40	3.50	3.50
LEAP Appointment (GP Referred)		Session	EX	5.00	5.00	5.00	5.00
LEAP Appointment (Self-Referred)		Session	EX	10.00	10.00	10.00	10.00
Water Mobility	Casual	Session	EX	6.50	6.50	6.70	6.70
Miscellaneous							
Spectator Entrance Fee			ST	0.83	1.00	0.83	1.00
Dryside Admissions							
Active Plus		Session	EX	7.30	7.30	7.50	7.50
Active Plus Aqua Springs add-on		Session	ST	11.25	13.50	11.67	14.00
Badminton	Adult	55 minutes	ST	10.08	12.10	10.42	12.50
Badminton	Junior	55 minutes	ST	7.00	8.40	7.21	8.65
Basketball		55 minutes	ST	50.00	60.00	52.08	62.50
Basketball Half Hall		55 minutes	ST	27.92	33.50	29.17	35.00
Endeavour Club		Session	EX	5.60	5.60	5.80	5.80
Football (5-a-side) (sports hall)		55 minutes	ST	52.08	62.50	52.08	62.50
Squash	Adult	45 minutes	ST	7.83	9.40	7.92	9.50

Squash	Junior	45 minutes	ST	5.92	7.10	6.04	7.25
Table Tennis	Adult	55 minutes	ST	7.50	9.00	7.71	9.25
Table Tennis	Junior	55 minutes	ST	5.75	6.90	5.92	7.10
Dryside Facility Hire							
Meeting Room (hire) (single) (1st hour)		55 minutes	EX	30.00	30.00	30.00	30.00
Meeting Room (hire) (single) (2nd hour)		55 minutes	EX	20.00	20.00	20.00	20.00
Meeting Room (hire) (double) (1st hour)		55 minutes	EX	40.00	40.00	40.00	40.00
Meeting Room (hire) (double) (2nd hour)		55 minutes	EX	30.00	30.00	30.00	30.00
Sports Hall (hire)		55 minutes	ST	58.33	70.00	58.33	70.00
Dryside Activities							
Birthday Party (Splash)		Session	ST	162.50	195.00	162.50	195.00
Birthday Party (Sports)		Session	ST	129.17	155.00	129.50	155.40
Birthday Party (Bubble Football)		Session	ST	150.00	180.00	149.50	179.40
Birthday Party (Inflatable)		Session	ST	129.17	155.00	223.20	186.00
Kids Camp	Extended Day	Session	EX	32.00	32.00	25.00	25.00
Kids Camp	Standard Day	Session	EX	27.00	27.00	20.00	20.00
Base Camp	Price A	Session	EX	32.00	32.00	25.00	25.00
Base Camp	Price B	Session	EX	37.00	37.00	32.00	32.00
Highwoods Sports Centre Sports Hall							
Hire of Hall (sports and events)	Adult	per hour	ST	42.92	51.50	44.58	53.50
Hire of Hall (sports and events)	Junior	per hour	ST	26.67	32.00	27.50	33.00
Badminton	Adult	per hour	ST	10.08	12.10	10.42	12.50
Badminton	Junior	per hour	ST	7.00	8.40	7.21	8.65
Table Tennis	Adult	per hour	ST	7.50	9.00	7.71	9.25
Table Tennis	Junior	per hour	ST	5.75	6.90	5.92	7.10
Cricket (2 nets)	Adult	per hour	ST	45.83	55.00	47.21	56.60

Cricket (2 nets)	Junior	per hour	ST	23.13	27.75	23.75	28.50
Cricket (4 nets)	Adult	per hour	ST	53.75	64.50	55.42	66.50
Cricket (4 nets)	Junior	per hour	ST	33.33	40.00	34.33	41.20
Gymnasium							
Hire of Gymnasium (sports and events)	Adult	per hour	ST	33.83	40.60	34.83	41.80
Hire of Gymnasium (sports and events)	Junior	per hour	ST	21.42	25.70	22.08	26.50
Field Area							
5-a-side Football pitch	Adult	per pitch	ST	18.58	22.30	19.17	23.00
5-a-side Football pitch	Junior	per pitch	ST	13.17	15.80	13.50	16.20
7-a-side Football pitch	Junior	per match	ST	22.25	26.70	22.92	27.50
9-a-side Football pitch	Junior	per match	ST	27.67	33.20	28.50	34.20
Football Training grid	Junior	per hour	ST	8.67	10.40	9.17	11.00
Full size pitch	Adult	per match	ST	58.33	70.00	60.00	72.00
Full size pitch	Junior	per match	ST	34.33	41.20	35.42	42.50
Floodlit Area							
Football (weekday)	Adult	per hour	ST	16.50	19.80	16.50	19.80
Football (weekday)	Junior	per hour	ST	14.17	17.00	14.17	17.00
Football (weekend)	Adult	per hour	ST	14.83	17.80	14.83	17.80
Football (weekend)	Junior	per hour	ST	12.00	14.40	12.00	14.40
Netball (weekday)	Adult	per hour	ST	15.00	18.00	15.42	18.50
Netball (weekday)	Junior	per hour	ST	10.42	12.50	10.75	12.90
Netball (weekend)	Adult	per hour	ST	12.50	15.00	12.92	15.50
Netball (weekend)	Junior	per hour	ST	8.33	10.00	8.58	10.30
Tennis court	Adult	per hour	ST	7.08	8.50	7.25	8.70
Tennis court	Junior	per hour	ST	5.41	6.50	5.58	6.70
Combined price	Adult & Junior	per hour	ST	6.25	7.50	6.42	7.70
Miscellaneous							
Hire of Equipment			ST	1.67	2.00	2.50	3.00
Deposit for Equipment			ST	2.50	3.00	2.50	3.00

Seminar Room							
Hire of Room		per hour	ST	14.58	17.50	15.00	18.00
Fitness Centre							
Fitness Centre Workout	Adult	per hour	ST	4.63	5.55	4.75	5.70
Fitness Centre Workout	Junior	per hour	ST	3.00	3.60	3.08	3.70
Induction	Adult/Junior	per person	EX	10.00	10.00	10.00	10.00
Sessions							
Classes	Adult	per person	EX	5.40	5.40	5.50	5.50
Birthday Parties							
Supertots/Superfun		per party	ST	137.50	165.00	137.50	165.00
Sports		per party	ST	112.50	135.00	112.50	135.00
Tiptree Sports Centre Sports Hall							
Hire of Hall (sports and events)	Adult	Hour	ST	42.92	51.50	44.58	53.50
Hire of Hall (sports and events)	Junior	Hour	ST	26.67	32.00	27.50	33.00
Badminton	Adult	Hour	ST	10.08	12.10	10.42	12.50
Badminton	Junior	Hour	ST	7.00	8.40	7.21	8.65
Gymnasium							
Hire of Gymnasium (sports and events)	Adult	Hour	ST	27.50	33.00	28.33	34.00
Hire of Gymnasium (sports and events)	Junior	Hour	ST	21.42	25.70	22.25	26.70
Table Tennis	Adult	Hour	ST	7.50	9.00	7.71	9.25
Table Tennis	Junior	Hour	ST	5.75	6.90	5.92	7.10
Squash Courts							
Squash	Club	45 mins	ST	7.83	9.40	7.92	9.50
Squash	Junior	45 mins	ST	5.92	7.10	6.04	7.25
Dance Studio / Community Hall							
Hire/Dancing/Martial Arts/Aerobics	Adult	Hour	ST	15.42	18.50	15.42	18.50
Hire/Dancing/Martial Arts	Junior	Hour	ST	12.92	15.50	12.92	15.50
Fitness Centre							
Fitness Centre Workout	Adult	Hour	ST	4.58	5.50	5.00	6.00
Fitness Centre Workout	Junior	Hour	ST	3.00	3.60	3.00	3.60

Fitness Centre Induction	Adult/Jnr	Session	EX	10.00	10.00	10.00	10.00
Multi-Use Games Area							
Netball - per court - weekday	Adult	Hour	ST	14.17	17.00	14.17	17.00
Netball - per court - weekday	Junior	Hour	ST	9.83	11.80	9.83	11.80
Netball - per court - weekend	Adult	Hour	ST	12.25	14.70	12.25	14.70
Netball - per court - weekend	Junior	Hour	ST	8.00	9.60	8.00	9.60
Tennis - per court	Adult	Court	ST	7.08	8.50	7.25	8.70
Tennis - per court	Junior	Court	ST	5.41	6.50	5.58	6.70
Tennis Combined Price	Adult & Junior	Court	ST	6.25	7.50	6.42	7.70
Artificial Turf Pitch Management bookings							
Whole Area (11-a-side matches only) weekday	Adult	Match	ST	72.08	86.50	74.25	89.10
Whole Area (11-a-side matches only) weekday	Junior	Match	ST	54.83	65.80	56.50	67.80
Whole Area (11-a-side matches only) weekend	Adult	Match	ST	61.67	74.00	63.58	76.30
Whole Area (11-a-side matches only) weekend	Junior	Match	ST	46.25	55.50	47.67	57.20
Whole Area (4 x 5-a-side pitches) wd	Adult	Hour	ST	103.00	123.60	106.08	127.30
Whole Area (4 x 5-a-side pitches) wd	Junior	Hour	ST	68.67	82.40	70.75	84.90
Whole Area (4 x 5-a-side pitches) we	Adult	Hour	ST	94.42	113.30	97.25	116.70
Whole Area (4 x 5-a-side pitches) we	Junior	Hour	ST	62.83	75.40	64.75	77.70
5-a-side - per pitch - weekday	Adult	Hour	ST	32.50	39.00	33.50	40.20
5-a-side - per pitch - weekday	Junior	Hour	ST	22.25	26.70	22.92	27.50
5-a-side - per pitch - weekend	Adult	Hour	ST	29.17	35.00	30.08	36.10
5-a-side - per pitch - weekend	Junior	Hour	ST	20.17	24.20	20.75	24.90
half area (2 x 5-a-side pitches) - wd	Adult	Hour	ST	55.67	66.80	57.33	68.80
half area (2 x 5-a-side pitches) - wd	Junior	Hour	ST	37.50	45.00	38.67	46.40
half area (2 x 5-a-side pitches) - we	Adult	Hour	ST	51.00	61.20	52.50	63.00
half area (2 x 5-a-side pitches) - we	Junior	Hour	ST	33.33	40.00	34.33	41.40
Grass Pitches							

Football pitch - full size	Adult	Match	ST	58.33	70.00	60.00	72.00
Football pitch - full size	Junior	Match	ST	34.33	41.20	35.42	42.50
training area (not marked)	Adult	Hour	ST	12.92	15.50	12.92	15.50
training area (not marked)	Junior	Hour	ST	8.50	10.20	8.50	10.20
7 a side Match	Adult		ST	22.25	26.70	22.92	27.50
Sessions							
Adult Climbing	Adult	Session	EX	7.60	7.60	7.80	7.80
Active & Multi Sports	Adult	Session	ST	4.00	4.80	4.08	4.90
Pay and Play Squash	Adult	Session	ST	3.58	4.30	3.67	4.40
Tots Session	Junior	Session	ST	2.75	3.30	2.83	3.40
Unsupervised Climbing 60 Min		Session	ST	5.25	6.30	5.42	6.50
Unsupervised Climbing 30 Min		Session	ST	4.17	5.00	4.25	5.10
Spinning classes (45 min)	Adult	Session	EX	5.00	5.00	5.20	5.20
Birthday Parties							
Tots		2 Hours	ST	120.83	145.00	120.83	145.00
Fun Zone		2 Hours	ST	120.83	145.00	120.83	145.00
Sports Party		2 Hours	ST	108.33	130.00	108.33	130.00
Climbing		2 Hours	ST	104.17	125.00	104.17	125.00
Sports Courses							
Trampolining	per session		EX	4.90	4.90	5.00	5.00
Climbing	per session		EX	7.20	7.20	7.30	7.30
Seminar Room							
Hire of Seminar Room		per hour	EX	18.50	18.50	18.50	18.50
Miscellaneous							
Hire of Equipment	Standard		ST	2.50	3.00	2.50	3.00
Deposit for Equipment	Standard		ST	2.50	3.00	2.50	3.00
Showers			ST	4.17	5.00	4.17	5.00
Tennis Centre							
Tennis - per court	Adult	Court	ST	7.08	8.50	7.25	8.70
Tennis - per court	Junior	Court	ST	5.41	6.50	5.58	6.70
Tennis Combined Price	Adult & Junior	Court	ST	6.25	7.50	6.42	7.70

Memberships							
Annual Membership	Adult	Item	ST	37.50	45.00	37.50	45.00
Annual Membership	Junior	Item	ST	29.17	35.00	29.17	35.00
Annual Membership	Family	Item	ST	100.00	120.00	100.00	120.00
Hire							
Individual Coaching	Hire	Hour	ST	3.33	4.00	3.33	4.00
Group Coaching	Hire	Hour	ST	6.25	7.50	6.25	7.50
Colchester Northern Gateway (NEW)							
First PT		Session	ST	N/A	N/A	12.50	15.00
Induction/ParQ		Session	ST	N/A	N/A	8.33	10.00
Personal Training (30 minutes)		30 minutes	ST	N/A	N/A	18.75	22.50
Personal Training (60 minutes)		60 minutes	ST	N/A	N/A	29.17	35.00
Voucher Sales (12 sessions) (personal training) (30 min)		Session	ST	N/A	N/A	191.67	230.00
Voucher Sales (12 sessions) (personal training) (60 min)		Session	ST	N/A	N/A	300.00	360.00
Activa Workout	Adult	60 minutes	ST	N/A	N/A	7.13	8.55
Activa Workout	Concession	60 minutes	ST	N/A	N/A	5.75	6.90
Activa Workout	Teen Fitness	60 minutes	ST	N/A	N/A	4.96	5.95
Group Fitness Classes							
Pilates Course		Course	ST	N/A	N/A	41.67	50.00
Group Fitness (45 mins)		45 mins	ST	N/A	N/A	5.42	6.50
Group Fitness (60 mins)		60 mins	ST	N/A	N/A	6.25	7.50
Group Fitness (90 mins)		90 mins	ST	N/A	N/A	7.08	8.50
Spin (Studio) Instructor Lead		45 mins	ST	N/A	N/A	6.25	7.50
Spin (Studio) Virtual Single Use Solo		60 mins	ST	N/A	N/A	5.00	6.00
Spin (Studio) Club Skill Bike Lounge		60 mins	ST	N/A	N/A	79.17	95.00
Spin (Studio) Club Watt Bikes		60 mins	ST	N/A	N/A	33.33	40.00
LEAP							
Activa Workout	Adult	60 minutes	ST	N/A	N/A	5.75	6.90
Aerobic class		Session	ST	N/A	N/A	5.42	6.50

LEAP Appointment (GP Referred)		Session	ST	N/A	N/A	4.17	5.00
LEAP Appointment (Self-Referred)		Session	ST	N/A	N/A	8.33	10.00
Miscellaneous							
Hire of Equipment (excl Bikes and Bike accessories)	Standard		ST	N/A	N/A	2.50	3.00
Deposit for Equipment	Standard		ST	N/A	N/A	2.50	3.00
Showers			ST	N/A	N/A	4.17	8.00
Sports Hall							
Active Plus		Session	ST	N/A	N/A	6.67	8.00
Badminton	Adult	55 minutes	ST	N/A	N/A	10.42	12.50
Badminton	Junior	55 minutes	ST	N/A	N/A	7.21	8.65
Endeavour Club		Session	ST	N/A	N/A	5.80	5.80
Table Tennis	Adult	55 minutes	ST	N/A	N/A	7.71	9.25
Table Tennis	Junior	55 minutes	ST	N/A	N/A	5.92	7.10
Cricket (4 nets)	Adult	Per hour	ST	N/A	N/A	60.00	72.00
Cricket (4 nets)	Junior	per hour	ST	N/A	N/A	33.33	40.00
Sports Hall Hire – Whole Hall hire		per hour	ST	N/A	N/A	60.00	72.00
Dryside Facility Hire							
Meeting Room (hire) (single) (1st hour)	Club	55 minutes	ST	N/A	N/A	12.50	15.00
Meeting Room (hire) (single) (2nd hour)	Club	55 minutes	ST	N/A	N/A	8.33	10.00
Meeting Room (hire) (double) (1st hour)	Club	55 minutes	ST	N/A	N/A	20.83	25.00
Meeting Room (hire) (double) (2nd hour)	Club	55 minutes	ST	N/A	N/A	16.67	20.00
Meeting Room (hire) (single) (1st hour)	Commercial	55 minutes	ST	N/A	N/A	25.00	30.00
Meeting Room (hire) (single) (2nd hour)	Commercial	55 minutes	ST	N/A	N/A	16.67	20.00
Meeting Room (hire) (double) (1st hour)	Commercial	55 minutes	ST	N/A	N/A	33.33	40.00

Meeting Room (hire) (double) (2nd hour)	Commercial	55 minutes	ST	N/A	N/A	25.00	30.00
Dry-side Activities							
Kids Camp	Standard	9am-3pm	ST	N/A	N/A	29.17	35.00
Kids Camp	Extended	8am-5.30pm	ST	N/A	N/A	37.50	45.00
Grass Pitches							
Rugby Pitch	Adult	Per match	ST	N/A	N/A	65.83	79.00
Rugby Pitch	Junior	Per match	ST	N/A	N/A	33.33	40.00
Rugby Pitch	League	Per match	ST	N/A	N/A	83.33	100.00
Football Pitch	Adult	Per match	ST	N/A	N/A	65.83	79.00
Football Pitch	Junior	Per match	ST	N/A	N/A	33.33	40.00
Football Training Grid (not on a pitch)	Peak	Per hour	ST	N/A	N/A	12.92	15.50
Football Training Grid (not on a pitch)	Off Peak	Per hour	ST	N/A	N/A	8.50	10.20
All Weather Pitches							
Full Pitch Mon-Fri 5pm – 10pm	Peak	Per hour	ST	N/A	N/A	70.83	85.00
Full Pitch Mon-Fri 9am – 5pm	Off Peak	Per hour	ST	N/A	N/A	41.67	50.00
Full Pitch Sat-Sun 9am – 5pm	Peak	Per hour	ST	N/A	N/A	54.17	65.00
Full Pitch Sat-Sun 5pm – 10pm	Off Peak	Per hour	ST	N/A	N/A	41.67	50.00
Half Pitch Mon-Fri 5pm – 10pm	Peak	Per hour	ST	N/A	N/A	50.00	60.00
Half Pitch Mon-Fri 9am – 5pm	Off Peak	Per hour	ST	N/A	N/A	29.17	35.00
Half Pitch Sat-Sun 9am – 5pm	Peak	Per hour	ST	N/A	N/A	37.50	45.00
Half Pitch Sat-Sun 5pm – 10pm	Off Peak	Per hour	ST	N/A	N/A	29.17	35.00
Quarter Pitch Mon-Fri 5pm – 10pm	Peak	Per hour	ST	N/A	N/A	33.33	40.00
Quarter Pitch Mon-Fri 9am – 5pm	Off Peak	Per hour	ST	N/A	N/A	25.00	30.00
Quarter Pitch Sat-Sun 9am – 5pm	Peak	Per hour	ST	N/A	N/A	29.17	35.00
Quarter Pitch Sat-Sun 5pm – 10pm	Off Peak	Per hour	ST	N/A	N/A	25.00	30.00
Rugby Pitch	Schools	Per match	ST	N/A	N/A	33.33	40.00
Cycling Track							
Helmet Hire	All	Session	ST	N/A	N/A	4.29	5.15
Bike Hire	Adult	Session	ST	N/A	N/A	5.13	6.15
Bike Hire min height 145cm	Junior	Session	ST	N/A	N/A	2.58	3.10

Bike & Helmet	Adult	Session	ST	N/A	N/A	8.58	10.30
Bike & Helmet min height 145cm	Junior	Session	ST	N/A	N/A	6.88	8.25
Bike & Helmet	Club/Events	Session	ST	N/A	N/A	6.88	8.25
Bike Hire – 2 x Ad, 2 x Jnr incl helmets and track session	Family – max 2 adult	Session	ST	N/A	N/A	38.33	46.00
Cycle Track	All	1 hour	ST	N/A	N/A	4.29	5.15
Cycle Track half day	All	4 hours	ST	N/A	N/A	12.92	15.50
Cycle Track full day	All	8 hours	ST	N/A	N/A	21.67	26.00
Cycle Track & Bike/Equip hire – Teacher Lead	Schools	1 hour min 10 pupils	ST	N/A	N/A	43.33	52.00
Cycle Track & Bike/Equip hire – Teacher Lead (max 16)	Schools per pupil	Each addnl pupil	ST	N/A	N/A	4.29	5.15
Cycle Track & Bike/Equip hire – Instructor Lead	Schools	1 hour min 10 pupils	ST	N/A	N/A	55.83	67.00
Cycle Track & Bike/Equip hire – Instructor Lead (max 16)	Schools per pupil	Each addnl pupil	ST	N/A	N/A	5.83	7.00
Cycle Track – Whole track x 5 sections	Club/Group	Per hour	ST	N/A	N/A	78.33	94.00
Cycle Track – Part track x 1 section	Club/Group	Per hour	ST	N/A	N/A	30.00	36.00
Tuition – 1to1	All	Per hour	ST	N/A	N/A	33.33	40.00
Event Track hire – all sections x 5 (min 5 hour event)	Adult/Jnr	Per hour	ST	N/A	N/A	72.50	87.00
Cycle Party Friday Night max. 16 people	Adult	80 mins	ST	N/A	N/A	116.67	140.00
Pump Track							
Taster Session – Learn to Ride & Pump Track	Adult	120 mins	ST	N/A	N/A	8.33	15.00
Taster Session – Learn to Ride & Pump Track	Junior	120 mins	ST	N/A	N/A	4.17	10.00
Pump Track - General	Adult	Per hour	ST	N/A	N/A	4.17	5.00
Pump Track – General Parental Supervision	Junior	Per hour	ST	N/A	N/A	3.33	4.00
Pump Track - Schools	Per student	Per hour	ST	N/A	N/A	2.92	3.50

Pump Track - Club	Club	Per hour	ST	N/A	N/A	30.00	36.00
Pump Track – Events (min. 4 hours)	Event	Per hour	ST	N/A	N/A	20.83	25.00
Strider Trainer (Balance) & Helmet	Junior	Per hour	ST	N/A	N/A	4.17	5.00
Strider Trainer Advanced (Pump) & Helmet	Junior	Per hour	ST	N/A	N/A	4.17	5.00
Bike Hire Off-site Cycling							
Bike Hire	Adult	1 hour	ST	N/A	N/A	5.83	7.00
Bike Hire – half day	Adult	4 hours	ST	N/A	N/A	12.50	15.00
Bike Hire – full day	Adult	8 hours	ST	N/A	N/A	20.83	25.00
Bike Hire – min. height 145cm	Junior	1 hour	ST	N/A	N/A	3.33	4.00
Bike Hire – min. height 145cm - half day	Junior	4 hours	ST	N/A	N/A	8.33	10.00
Bike Hire – min. height 145cm - full day	Junior	8 hours	ST	N/A	N/A	12.50	15.00
Birthday Parties							
Sports Party – max.16 - Cycling/ Archery/Sports Hall	Junior	1 hour + 45 mins party room	ST	N/A	N/A	116.67	140.00

Equality, Diversity and Human Rights implications

Sport & Leisure Pricing Framework Equality Impact Assessment is available to view on the Colchester Borough Council website.