

FEES AND CHARGES

- (i) Civic Events 2017-18
- (ii) Land Charges, Electoral Services from 1 January 2017 and Freedom of Information
- (iii) Sports Grounds, Beach Huts, Countryside Sites and Open Spaces Events – January 2017
- (iv) Lion Walk Activity Centre 2017-18
- (v) Market and Street Trading 2017-18
- (vi) Zones Staff 2017-18
- (vii) Street Naming and Numbering 2017-18
- (viii) Museums 2017-18
- (ix) Visitor Information Centre Fees and Charges 2017 -18
- (x) Private Sector Housing Services from 1 January 2017
- (xi) Planning Services and the
- (xii) Building Control Service from 1 January 2017
- (xiii) Parking Services 2017-18
- (xiv) Environmental Health and Licensing Services from 1 January 2017
- (xv) Recycling and Trade Services 2017-18
- (xvi) Helpline 2017-18
- (xvii) Cemetery and Crematorium 2017-18

- (xviii) Events (Open Spaces) 2017-18
- (xix) Events (Corporate Buildings) 2017-18
- (xx) Sport and Leisure 2017-18

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 be retained, apart from the Mayor Making Lunch. In terms of the fee for the Mayor Making lunch, this was introduced six years ago and was last increased in 2012 to £30 per person. There have been increases in costs since 2012 and it is recommended that the fee for 2017-18 is increased to £33 to cover these costs.

In respect of the Opening of the Oyster Fishery and the Oyster Feast, there continues to be a noticeable impact on the numbers of guests willing to attend these events in the current economic climate, and any increase in the fee may have a negative impact on attendance.

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 without the use of a boat, the alternative charge of £60 per person for the event is applied.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Mayor Making Lunch	Per Person		ST	30.00	36.00	33.00	39.60
Opening of the Oyster Fisheries	Per Person		ST	85.00	102.00	85.00	102.00
Oyster Feast	Per Person		ST	114.00	114.00	114.00	114.00

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 >Corporate and Financial Management.

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

Local Land Charges

Introduction

All fees are calculated on a cost recovery basis. In light of the Government's plan to centralise the Local Land Charges function with the Land Registry there are no major changes planned and therefore the majority of the fees remain the same. VAT is not applicable.

Cancellation of official search requests and CON 29 R component data requests will be charged at full cost and no refunds are given.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Residential (CON 29R + LLC1)			NB	86.50	86.50	86.50	86.50
Commercial (CON 29R + LLC1)			NB	124.50	124.50	124.50	124.50
LLCI			NB	15.00	15.00	15.00	15.00
CON 29 O Questions 4-7 9-22 (each)			NB	10.00	10.00	10.00	10.00
Admin fee will be payable per property for Con 29 questions requesting individually			NB	7.04	7.04	7.04	7.04
Admin fee will be payable if optional enquiries are requested separately to original search request			NB	15.00	15.00	15.00	15.00

CON 29 O Question 8 is available from National Grid Plant Protection Team (01604 815361).			NB	NA	NA	NA	NA
Con 29 O Question 22			NB	14.00	14.00	14.00	14.00
Admin fee will be payable if optional enquiries are requested separately to original search request			NB	15.00	15.00	15.00	15.00
Additional written enquiries per question			NB	17.00	17.00	17.00	17.00
Additional Land Parcels per extra assessment			NB	14.00	14.00	14.00	14.00
Fees for specific questions and component data for CON29R:							
1.1 j-l inclusive			NB	5.29	5.29	5.29	5.29
3.1			NB	1.10	1.10	1.10	1.10
3.5			NB	1.01	1.01	1.01	1.01
3 7(excluding e & g)			NB	6.00	6.00	6.00	6.00
3.8			NB	1.46	1.46	1.46	1.46
3.9 (a-n inclusive)			NB	15.76	15.76	15.76	15.76
3.10			NB	1.01	1.01	1.01	1.01
3.11			NB	1.05	1.05	1.05	1.05
3.12- 3.15			NB	2.40	2.40	2.40	2.40

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. The decision to implement the proposed fees and charges for Land Charges services will not result in any breach of human rights.

Electoral Services

Introduction

It is proposed that the current level of fees and charges are retained at the 2016 level.

It is anticipated that this structure will produce an income of approximately £3,000.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Electoral Services							
Register (Paper copies)	£5.00 per 1000 names		ST	8.33	10.00	8.33	10.00
Register data	£1.50 per 1000 names		ST	16.67	20.00	16.67	20.00
Confirmatory letter			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 currently remains unchanged and 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

It is proposed to retain fishing permit charges at 2016/17 levels. Car parking charges at High Woods Country Park also be retained at the current levels.

Allotment charges are identified for 5 year periods and are effective from October to September annually. A proposal for the charges effective from October 2014 up to September 2019 is in place.

Figures below show no RPI uplift. No general increase in Fees and Charges has been agreed.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
FOOTBALL, RUGBY and HOCKEY							
full size - casual - all days			ST	55.67	66.80	55.67	66.80
full size - casual - all days			ST	16.67	20.00	16.67	20.00
9-a-side football			ST	15.58	18.70	15.58	18.70
7-a-side or mini rugby/hockey - all days			ST	14.58	17.50	14.58	17.50
training grid - all days			ST	12.25	14.70	12.25	14.70
training grid - all days			ST	8.08	9.70	8.08	9.70
training pitch (7 a side or half full pitch) - all days			ST	10.00	12.00	10.00	12.00
American Football Pitch			ST	25.42	30.50	25.42	30.50
BOWLS							
casual play - per player			ST	3.75	4.50	3.75	4.50

casual play - per rink			ST	13.33	16.00	13.33	16.00
season ticket			ST	89.42	107.30	89.42	107.30
season ticket			ST	67.08	80.50	67.08	80.50
Adult weekend season ticket (1/2 full price)			ST	44.75	53.70	44.75	53.70
Adult weekend season ticket (1/2 full price)			ST	33.58	40.30	33.58	40.30
Weekend family ticket (both partners and under 16 offspring)			ST	89.50	107.40	89.50	107.40
Weekend family ticket (both partners and under 16 offspring)			ST	67.17	80.60	67.17	80.60
Junior bowls membership (under 16's)			ST	67.08	80.50	67.08	80.50
Junior bowls membership (under 16's)			ST	50.33	60.40	50.33	60.40
hire of woods			ST	2.75	3.30	2.75	3.30
CRICKET							
Colchester & EECC - exclusive weekend use			EX	3,574.20	3,574.20	3,574.20	3,574.20
pitch - casual - weekday			ST	64.33	77.20	64.33	77.20
pitch - casual - weekday			ST	55.50	66.60	55.50	66.60
pitch - casual - weekend & B/H			ST	72.08	86.50	72.08	86.50
pitch - casual - weekend & B/H			ST	61.17	73.40	61.17	73.40
pitch - casual - weekday			ST	16.17	19.40	16.17	19.40
practice nets			ST	8.50	10.20	8.50	10.20
CYCLING							
grass track - club use - all days			ST	42.92	51.50	42.92	51.50
TENNIS							
Lawn Tennis Club Season Charge			EX	863.60	863.60	863.60	863.60
ROUNDERS							
pitch - all days	Adult	Per Hour	ST	19.42	23.30	19.42	23.30

pitch - all days	Junior	Per Hour	ST	12.25	14.70	12.25	14.70
ATHLETICS Shrub End Sports Ground							
Long jump			ST	12.25	14.70	12.25	14.70
Running track 300m oval			ST	21.67	26.00	21.67	26.00
Running track 4 land 100m straight			ST	14.42	17.30	14.42	17.30
* Education Use - restricted to school day [ie 9.00am to 3.30pm] in term time							
Sports Day Base Charge (Shrub End Only)			ST	42.33	50.80	42.33	50.80
Country Park and Countryside Charges							
Fishing (closed 15 March to 15 June incl)							
High Woods Country Park	Adult	Season	ST	35.83	43.00	35.83	43.00
High Woods Country Park	Junior	Season	ST	22.00	26.40	22.00	26.40
High Woods Country Park	Adult	Day	ST	7.25	8.70	7.25	8.70
High Woods Country Park	Junior	Day	ST	4.42	5.30	4.42	5.30
Children's Craft / Environmental Activity	2 hours		EX	4.30	4.30	4.30	4.30
Children's Craft / Environmental Activity	3 hours		EX	5.40	5.40	5.40	5.40
Family Self-Guided Event			EX	1.00	1.00	1.00	1.00
Natural History Event			EX	4.20	4.20	4.30	4.30
Young Ranger Club (12 to 15 year olds)	Per week		EX	42.10	42.10	42.10	42.10
Forest Schools - Site hire by other groups			EX	210.00	210.00	210.00	210.00
Forest Schools - Site hire by other groups			EX	74.00	74.00	74.00	74.00
Forest Schools - Site hire by other groups			EX	54.00	54.00	54.00	54.00

Environmental Education session (Led by Country Park's Education Officer)			EX	3.60	3.60	4.00	4.00
Other groups e.g. brownies (Led by Education Officer/Ranger)			EX	3.60	3.60	4.00	4.00
Hire of educational equipment			ST	-	-	20.83	25.00
Hire of High Woods Country Park Visitor Centre	Per hour		EX	16.00	16.00	16.00	16.00
Hire of High Woods Country Park / Countryside Site by health and fitness and recreation businesses (i.e. regular commercial use)			EX	5.20	5.20	5.20	5.20
High Woods Country Park Car Parking							
Weekdays	Up to 2 hours		ST	0.42	0.50	0.42	0.50
Weekdays	2 – 4 hours		ST	1.67	2.00	1.67	2.00
Weekdays	Over 4 hours		ST	3.33	4.00	3.33	4.00
Weekends and Bank Holidays	Up to 2 hours		ST	0.42	0.50	0.42	0.50
Weekends and Bank Holidays	Over 2 hours		ST	1.67	2.00	1.67	2.00
OUTDOOR EVENTS	Rate	Timings					
High Woods Country Park	Standard	09:00 - 18:00	EX	133.20	133.20	133.20	133.20
High Woods Country Park	Standard	18:00 - 23:00	EX	165.20	165.20	165.20	165.20
High Woods Country Park	Premium	09:00 - 18:00	EX	371.60	371.60	371.60	371.60
High Woods Country Park	Premium	18:00 - 23:00	EX	460.40	460.40	460.40	460.40
High Woods Country Park	Event Parking	Negotiable	ST				

High Woods Country Park: Commercial Photography	Per occasion		EX	258.10	258.10	258.10	258.10
High Woods Country Park: Commercial Filming	Negotiable		EX				
High Hedges Legislation fees							
Complaint processing fee	Full rate		NB	309.70	309.70	309.70	309.70
	Concession rate - those in receipt of approved benefits		NB	103.20	103.20	103.20	103.20
Beach Hut Fees							
Plot rental							
Resident - Large Front Row			ST	211.67	254.00	211.67	254.00
Resident - Small Front Row			ST	143.08	171.70	143.08	171.70
Resident - Large Other Row			ST	186.25	223.50	186.25	223.50
Resident - Small Other Row			ST	125.33	150.40	125.33	150.40
Non Resident - Large Front Row			ST	355.58	426.70	355.58	426.70
Non Resident - Small Front Row			ST	241.33	289.60	241.33	289.60
Non Resident - Large Other Row			ST	318.33	382.00	318.33	382.00
Non Resident - Small Other Row			ST	215.92	259.10	215.92	259.10
Plot rental - Concession							
Resident - Large Front Row			ST	155.75	186.90	155.75	186.90
Resident - Small Front Row			ST	107.50	129.00	107.50	129.00
Resident - Large Other Row			ST	138.00	165.60	138.00	165.60
Resident - Small Other Row			ST	91.42	109.70	91.42	109.70
Non Resident - Large Front Row			ST	267.58	321.10	267.58	321.10
Non Resident - Small Front Row			ST	173.58	208.30	173.58	208.30
Non Resident - Large Other Row			ST	241.33	289.60	241.33	289.60
Non Resident - Small Other Row			ST	150.67	180.80	150.67	180.80
Transfer Fee			ST	224.33	269.20	224.33	269.20

Plot rental for the commercial hire of beach huts							
Resident - Large Front Row			ST	529.17	635.00	529.17	635.00
Resident - Small Front Row			ST	357.75	429.30	357.75	429.30
Resident - Large Other Row			ST	465.67	558.80	465.67	558.80
Resident - Small Other Row			ST	313.25	375.90	313.25	375.90
Other Relevant Fees							
Deck Chair Hire	X09	Year	ST	150.42	180.50	150.42	180.50
Sailing Board Club	X11	Year	ST	316.67	380.00	316.67	380.00
Large Front Row Charity	X13	Year	ST	91.00	109.20	91.00	109.20
Transfer Fee			ZR	269.20	269.20	269.20	269.20

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) Lion Walk Activity Centre

Proposal is to retain charges at current level. The reason for this decision is that there are no inflationary costs to consider, so we will retain at current charges.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Membership			NB	36.40	36.40	36.40	36.40
Couples Membership			NB	60.70	60.70	60.70	60.70
Membership for those on a qualifying means tested benefit			NB	21.70	21.70	21.70	21.70
One Course meal (members)			ST	3.08	3.70	3.08	3.70
Two Course meal (members)			ST	3.75	4.50	3.75	4.50
One Course meal (non-members)			ST	4.17	5.00	4.17	5.00
Two Course meal (non-members)			ST	4.83	5.80	4.83	5.80

Equality, Diversity and Human Rights implications

There is no proposed change to existing fees and charges and therefore no implications to consider. We continue to offer a concessionary rate for those on low income.

(v) Market and Street Trading

Introduction

Figures below show no RPI uplift. Recommended figures show no increase on Market pitches already set at a competitive rate when compared with other Markets and where charges need to be balanced with close competition and occupancy rates. A 5% increase is proposed on Street Trading pitches, this has been rounded up to the closest 0.10p and this change in decision reflects benchmarking findings and will be balanced with a pricing policy change that offers loyalty benefits to traders that sign up or commit for longer periods and pay upfront.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Market Pitches for High Street							
Friday pitch			EX	25.00	25.00	25.00	25.00
Saturday pitch			EX	31.90	31.90	31.90	31.90
Street Trading							
Small	2m x 2m		EX	11.40	11.40	12.00	12.00
Medium	2.5m x 2.5m		EX	16.00	16.00	16.80	16.80
Large	3m x 3m		EX	18.20	18.20	19.20	19.20
Extra Large	2m x 5m		EX	20.50	20.50	21.60	21.60

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>

(vi) Zones Staff

Introduction

These are the charges used for such activities as Road Closures and Bin Emptying. Figures below include a proposed inflationary increase.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Zone Charges							
Unskilled Labour			EX	22.35	22.35	22.80	22.80
Skilled Labour			EX	25.40	25.40	25.91	25.91

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>

(vii) Street Naming and Numbering

Introduction

It is proposed that the fees and charges for rework remain unchanged.

Street Naming and Numbering is a statutory function for the local authority which means the authority should not charge for the service and therefore no charges are applied to applicants for the delivery of the service. It is also in the best interest of the current or future residents affected that charges are not applied as they may deter individuals or developers from following the correct processes for creating or changing property addresses.

Charging for reworking Street Naming and Numbering schedules that had previously been completed and issued acts as an incentive for developers to agree appropriate and complete schedules at the outset and as a deterrent from changing addresses once they have been issued to residents and third parties.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Street Name Change	Each		ST	100.00	120.00	100.00	120.00
Plot Change	Each	£50 minimum charge	ST	10.00	12.00	10.00	12.00

Equality, Diversity and Human Rights implications

Not applicable as no change to fees and charges.

(viii) Museums

Introduction

Any changes to museum service prices below will come into effect on 1st April 2017 until 31st March 2018.

It is proposed that a small increase will be made to Castle admission charge in 2017, including individual, 'Saver' ticket and group day admissions, and annual membership passes. This reflects the need to continue to achieve income targets which in turn assist with the maintenance and future development of this important visitor and heritage venue. In April 2016 only Castle guided tours were increased in price with all other admissions related charges being held at 2015-16 prices.

Continuous improvement and investment in the Castle facilities and visitor offer over 2016-17 and since the Castle refurbishment in 2013-14, has led to developments such as new material for the *Son et Lumière* projection onto the Castle wall, new content for the Castle app available to visitors via their own device or a hired tablet device, and ongoing improvements to the interpretation of the prisons, as well as keeping visitor and hire facilities in good order.

It is proposed that the price for Castle tours and tablet hires remains static, ahead of investment in a renewed number of qualified Castle Guides when a new cohort completes training towards the end of 2017, and ahead of the completion of the renewal of all tablets with improved devices, commencing with a gradual roll-out in 2017.

It is proposed to make a small increase to school admissions fees for museum staff-led and general visit sessions, as Colchester Museums continue to offer a very good value for money and competitive package to schools, and the service is receiving no negative feedback from schools about the prices of the sessions which are broadly affordable for parents, particularly in comparison to many other venues. There will continue to be a 50p per child discount available to schools from within the Colchester borough area.

Castle hire pricing has recently transferred to be the responsibility of the CBC Events team, other than small scale hires for children's birthday parties which are included in the pricing schedule below, along with refreshment prices for hires.

Some small amendments have been made to photographic reproduction charges, with figures being slightly increased to reflect the small annual increase in the cost of staffing the services offered. Both photographic and filming charges are presented as guideline figures only, as in reality due to the wide variety of requests and customers, many requests are dealt with on a case by case basis following a degree of negotiation. A few categories have been removed due to advances in technology, as noted below, and filming charges have been simplified based on staff support required.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Castle Admission and Related Charges							
Individual	One day admission						
Adult			ST	6.33	7.60	6.46	7.75
Child	4 – 16 years	Under 4 free	ST	3.96	4.75	4.00	4.80
Concession			ST	3.96	4.75	4.00	4.80
Saver day ticket							
	2 x adults plus 2 x concession	1 x adult plus 3 x concessions	ST	16.67	20.00	17.50	21.00
Group	12+ people						
Adult			ST	5.50	6.60	5.58	6.70
Child	4 – 16 years	Under 4 free	ST	3.33	4.00	3.42	4.10
Concession			ST	3.33	4.00	3.42	4.10
Tours	No tours concession rate						
Adult			ST	2.50	3.00	2.50	3.00
Child	4 – 16 years	Under 4 free	ST	1.25	1.50	1.25	1.50
Tablet Hire							

All hires			ST	0.83	1.00	0.83	1.00
Castle Passes							
Child / Concession			ST	10.21	12.25	10.42	12.50
Adult			ST	15.21	18.25	15.42	18.50
Joint Adult			ST	27.08	32.50	27.50	33.00
Family			ST	40.63	48.75	40.83	49.00
School Admissions (Exempt VAT)							
Colchester Castle							
Borough – general visit			EX	3.00	n/a	3.10	n/a
Borough – schools package			EX	4.00	n/a	4.10	n/a
Non-Borough – general visit			EX	3.50	n/a	3.60	n/a
Non-Borough – schools package			EX	4.50	n/a	4.60	n/a
Teacher / adult helper	Up to 6 x teachers			Free		Free	
Hollytrees Museum							
General visit				Free		Free	
Borough – half day			EX	3.50	n/a	3.60	n/a
Borough – full day			EX	4.00	n/a	4.10	n/a
Non-Borough – half day			EX	4.00	n/a	4.10	n/a
Non-Borough – full day			EX	4.50	n/a	4.60	n/a
Teacher / adult helper	Up to 6 x teachers			Free		Free	
Children's Birthday Party Hire Charges at Castle (prices in addition to admissions charges)							
Costumed tour only			ST	41.66	50.00	From 41.66	From 50.00
Activity room hire (optional - <u>in addition</u> to costumed tour)			EX	100.00	n/a	From 100.00	n/a
Photographic charges	<u>The figures below are guidelines only with many requests being dealt with on a case by case nature, due to the varied nature of the requests received.</u>						
Digital Images (sent by email, part of one request)							
First existing jpeg image			ST	13.13	15.75	13.33	16.00
Each additional jpeg image			ST	4.38	5.25	4.58	5.50

One existing jpeg image sent on CD			ST	13.13	15.75	Remove due to lack of demand for CD images	
Each additional jpeg image sent on same CD as the one above			ST	4.38	5.25		
Photographic reproduction fees							
Publications	(N.B. 'Books' includes e-books)						
Books, Periodicals, Journals, Newspapers (feature articles), Magazines, including part works.	Black/ White	Single Language Rights	ST	45.29	54.35	45.83	55.00
Books, Periodicals, Journals, Newspapers (feature articles), Magazines, including part works.	Black/ White	World Rights	ST	90.58	108.70	91.67	110.00
Books, Periodicals, Journals, Newspapers (feature articles), Magazines, including part works.	Colour	Single Language Rights	ST	90.58	108.70	91.67	110.00
Books, Periodicals, Journals, Newspapers (feature articles), Magazines, including part works.	Colour	World Rights	ST	181.17	217.40	183.33	220.00
Educational Books and other non-profit publications	Black/ White	Single Language Rights	ST	22.67	27.20	23.33	28.00
Educational Books and other non-profit publications	Black/ White	World Rights	ST	45.91	54.35	45.83	55.00
Educational Books and other non-profit publications	Colour	Single Language Rights	ST	45.91	54.35	45.83	55.00
Educational Books and other non-profit publications	Colour	World Rights	ST	90.58	108.70	91.67	110.00
Book Jackets, Magazine Covers, CD/Record, Video or CD-ROM/DVD covers	Black/ White	Single Language Rights	ST	110.00	132.00	110.00	132.00

Book Jackets, Magazine Covers, CD/Record, Video or CD-ROM/DVD covers	Black/ White	World Rights	ST	220.00	264.00	220.83	265.00
Book Jackets, Magazine Covers, CD/Record, Video or CD-ROM/DVD covers	Colour	Single Language Rights	ST	220.00	264.00	220.83	265.00
Book Jackets, Magazine Covers, CD/Record, Video or CD-ROM/DVD covers	Colour	World Rights	ST	440.00	528.00	441.67	530.00
Educational and other non-profit publications Covers	Black/ White	Single Language Rights	ST	54.58	65.50	55.00	66.00
Educational and other non-profit publications Covers	Black/ White	World Rights	ST	109.17	131.00	110.00	132.00
Educational and other non-profit publications Covers	Colour	Single Language Rights	ST	109.17	131.00	110.00	132.00
Educational and other non-profit publications Covers	Colour	World Rights	ST	218.33	262.00	220.83	265.00
Merchandise							
Postcards, Greeting Cards, Notelets, artists re-drawing, small reproductions up to A5, two dimensional (<u>two</u> year rights - increased from one)	Black/ White	Single Language Rights	ST	82.50	99.00	166.67	200.00
Postcards, Greeting Cards, Notelets, artists re-drawing, small reproductions up to A5, two dimensional (<u>two</u> year rights - increased from one)	Black/ White	World Rights	ST	165.00	198.00	333.33	400.00
Postcards, Greeting Cards, Notelets, artists re-drawing, small reproductions up to A5, two dimensional (<u>two</u> year rights - increased from one)	Colour	Single Language Rights	ST	165.00	198.00	333.33	400.00

Postcards, Greeting Cards, Notelets, artists re-drawing, small reproductions up to A5, two dimensional (<u>two</u> year rights - increased from one)	Colour	World Rights	ST	330.00	396.00	666.67	800.00
Fine Art Prints, Calendars (per plate), Gift Wrap, Posters, artists re-drawing, A4 size and over, two dimensional (<u>two</u> year rights - increased from one)	Black/ White	Single Language Rights	ST	95.67	114.80	191.67	230.00
Fine Art Prints, Calendars (per plate), Gift Wrap, Posters, artists re-drawing, A4 size and over, two dimensional (<u>two</u> year rights - increased from one)	Black/ White	World Rights	ST	191.33	229.60	383.33	460.00
Fine Art Prints, Calendars (per plate), Gift Wrap, Posters, artists re-drawing, A4 size and over, two dimensional (<u>two</u> year rights - increased from one)	Colour	Single Language Rights	ST	191.33	229.60	383.33	460.00
Fine Art Prints, Calendars (per plate), Gift Wrap, Posters, artists re-drawing, A4 size and over, two dimensional (<u>two</u> year rights - increased from one)	Colour	World Rights	ST	382.67	459.20	766.67	920.00
Other printing, souvenirs, replicas, giftware etc (three year rights)	To be negotiated on a case-by-case basis (from £250)		ST	143.75	172.50	208.33	From 250.00
Other media use	('Regional' category discarded - impossible to geographically restrict access within UK)						
Television / Film Flash Fee up to 6 seconds still photography (five year rights)	B/W or Colour	National / International	ST	165.00	198.00	208.33	250.00
Inclusive Cable, Digital, Satellite, Video, WWW Flash Fee up to 6 seconds still photography (five year rights)	B/W or Colour	National / International	ST	330.00	396.00	Removed due to standardisation of this technology meaning category is no longer meaningful	

Educational Television / Film Flash Fee up to 6 seconds still photography – Standard (five year rights)	B/W or Colour	National / International	ST	82.50	99.00	83.33	110.00
Repeat in same programme / repeat broadcast (five year rights)	B/W or Colour	National / International	ST	82.50	99.00	Removed due to lack of demand and increase in Flash Fee prices above	
DVD, website page or social media post	B/W or Colour	National / International	ST	82.50	99.00	166.67	200.00
Educational DVD, website page or social media post	B/W or Colour	National / International	ST	41.25	49.50	83.33	100.00
Still photography and filming fees							
Filming fees (2016-17)							
Facility fee for film or TV companies filming in the galleries (applicable to all filming) plus	Fixed Fee plus		ST	191.67	230.00	See replacement fee schedule below	
Filming fee (minimum of one hour) based on two members of staff being present	per hour		ST	38.96	46.75		
Extras: curatorial staff (interviews or assistance)	per hour		ST	55.00	66.00		
Extras: specialist staff (display, security, lighting, etc)	per hour		ST	59.17	71.00		
Filming fees (2017-18)	<u>The figures below are guidelines only with many requests being dealt with on a case by case nature, due to the varied nature of the requests received.</u>						
Filming facility fee for production companies filming in any part of museum venue	Fixed Fee		ST	191.67	230.00	200.00	240.00
Supervision / Support Fee including interviews or specialist assistance (minimum of one hour)	Per hour, per team member dependent on grade	In addition to Facility Fee	ST	From 38.96 to 59.17	From 46.75 to 71.00	From 20.00 to 62.50	From 24.00 to 75.00
Photograph used in filming							

Disabled visitors also benefit from reduced admission rates and carers accompanying disabled visitors to facilitate their visit are not charged. 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.

Provision for families with young children is made through access to the lunch room when not used by school groups, the ability to come and go from the Castle as many times as necessary during the day on one ticket, accessible toilets with baby changing facilities, interactive exhibits such as 'build an arch' and dressing up, many 'please touch' exhibits, access to a quiet room for baby feeding on request, and free entry for children under the age of four years old.

For visitors whose first language is not English, a number of translated introduction and history sheets are available from the front desk, and the Castle app contains a French language version to cater for groups of European students visiting from or other language schools based in Colchester or elsewhere.

Finally, an amendment has been made late in 2016 to the former 'military personnel' concessionary rate category. Following liaison with Colchester Garrison, this discount has been extended to include anyone holding a valid Defence Discount Service card. This is a national, Ministry of Defence approved scheme providing discretionary discounts to a whole range of products and services across the UK, for which qualifying individuals just need to pay £5.00 every five years. The scheme is open to serving military personnel including Reserve forces, dependents, veterans, and cadet forces (over 16). Joining this scheme enables the families of personnel from Colchester Garrison (or elsewhere) to visit the Castle at the concessionary rate, regardless of whether they are accompanied by a member of the armed forces. It is part of Colchester Borough Council's support for the Armed Forces Covenant, building links with Colchester Garrison.

(ix) Visitor Information Centre

Introduction

It is proposed that a small increase of 10p is applied to VAT inclusive adult guided tour charges while all other fees and charges remain unchanged for 2017/18.

The reasons for decision for Guided Tours - It is proposed to increase all adult guided tour charges by 10p rather than a set percentage as a round figure is more easily communicated to and remembered by the customer and can be more easily multiplied, aiding their decision making process. This uplift represents a percentage increase of around 2% and is required to contribute to the continued application of the Living Wage to the fees paid to the tour guide. The child concession will be retained in recognition of the number of local schools booking educational tours. Overall guided tour charges will remain competitive and comparable with other similar destinations.

The reasons for decision for Agency Fees, Telephone & online booking fee & advertising pricing schedule - It is proposed that these remain the same as they are in line with those charged across the sector by comparable organisations. For web and Print Advertising Fees, it is proposed that these remain unchanged except for the removal of some print advert options as the format of the Visitor Guide has changed. The tourism and leisure sector in Colchester is expanding, but competition for advertising spend remains intense and operators have an ever expanding choice of new media through which to promote their businesses. Therefore at this time additional revenue is more likely to be achieved by seeking an increase in volume of sales rather than in the fees charged.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Guided Tours							
Rota Tour - public	Adult		ST	3.50	4.20	3.58	4.30
Rota Tour - public	Child		ST	2.17	2.60	2.17	2.60
Rota Tour - public Themed Tour (1 Guide)	Adult		ST	3.50	4.20	3.58	4.30
Rota Tour - public Themed Tour (1 Guide)	Child		ST	2.58	3.10	2.58	3.10
Rota Tour - public Themed Tour (4 Guide)	Adult		ST	6.00	7.20	6.08	7.30

Rota Tour - public Themed Tour (4 Guide)	Child		ST	3.42	4.10	3.42	4.10
Private pre-booked	Adult		ST	3.58	4.30	3.58	4.30
Private pre-booked	Child		ST	2.17	2.60	2.17	2.60
Private pre-booked	Min. charge for groups of < 10		ST	35.00	42.00	38.00	43.00
Agency Commission Fees							
Charity	5%	plus VAT				No change	
Non Charity	10%	plus VAT					
Minimum handling fee applied if commission falls below 25 plus VAT			ST	25.00	30.00	25.00	30.00
Telephone/Online/Postal Booking Fee							
CBC events/activities				2.00	2.00	2.00	2.00
All other events				2.50	2.50	2.50	2.50
Advertising Fees							
Accommodation web and print line entry package including availability update: annual charge							
Up to 4 bed spaces or 1 Self Catering Unit			ST	163.00	195.60	163.00	195.60
5-9 bed spaces or 2 Self Catering Units			ST	173.00	207.60	173.00	207.60
10-14 bed spaces or 3 Self Catering Units			ST	189.00	226.80	189.00	226.80
15-19 bed spaces or 4 Self Catering Units			ST	205.00	246.00	205.00	246.00
20+ bed spaces* or 5+ Self Catering Units			ST	220.00	264.00	220.00	264.00
Display ads in Visitor Guide							
Half Page			ST	330.00	396.00	N/A	N/A
Full Page			ST	600.00	720.00	600.00	720.00
Back cover			ST	1,000.00	1,200.00	N/A	N/A
Web extras annual charge							

Web button sponsorship			ST	500.00	600.00	500.00	600.00
Restaurants and shops web only basic			ST	35.00	42.00	35.00	42.00
New image			ST	10.00	12.00	10.00	12.00
Web extras monthly charge							
Website home page banner ad			ST	40.00	48.00	40.00	48.00
Website landing page banner ad			ST	30.00	36.00	30.00	36.00
Homepage banner website			ST	50.00	60.00	50.00	60.00

Equality, Diversity and Human Rights implications

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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. The proposed fees and charges affect all customers equally. Junior charges are available for many of the activities

(x) Private Sector Housing Services

Introduction

It is proposed that private sector housing fees and charges are retained at the current level as set out below. The only change to the pricing schedule from last year is the inclusion of fees and charges associated with the introduction of The Smoke & Carbon Monoxide (England) Regulations 2015. These fees were previously agreed with PFH in Feb 2016.

House in Multiple Occupation Licence Fee

The fee for a first time HMO Licence (£715) and the fee for an HMO licence renewal (£360) under the provisions of the Housing Act 2004 are being retained.

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 retained at £500.

Student Accommodation Accreditation Scheme (SAAS) Inspections

It is proposed that the fees associated with SAAS inspections are maintained at the current level to continue to encourage responsible landlords to join the scheme.

Immigration Inspections

The fee for an immigration inspection is to be retained at £150. This is a discretionary service provided by the Council, not a statutory duty, and the fee remains significantly less than private sector surveyors or agents charge.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
HMO Licensing (licence issued for a period of 5 years)							
House in Multiple Occupation Licence (new applications)			NB	715.00	715.00	715.00	715.00

House in Multiple Occupation Licence – price per additional room after 10 units of accommodation			NB	72.00	72.00	72.00	72.00
House in Multiple Occupation – Renewal of Licence			NB	360.00	360.00	360.00	360.00
Assisted Application Fee			NB	360.00	360.00	360.00	360.00
Student Accommodation Accreditation Scheme (accreditation for 5 years)							
Bedsits			NB	52.00	52.00	52.00	52.00
Lodgings (resident landlord with 2 lodger)			NB	52.00	52.00	52.00	52.00
1-2 Bedroom Flats			NB	103.00	103.00	103.00	103.00
2-storey dwellings including non-licensable Houses in Multiple Occupation with up to 6 units of accommodation			NB	160.00	160.00	160.00	160.00
Dwellings with 3 or more storeys including non-licensable Houses in Multiple Occupation			NB	180.00	180.00	180.00	180.00
Student Accommodation Accreditation Scheme Renewal (accreditation for 5 years)							
Bedsits			NB	39.00	39.00	39.00	39.00
Lodgings (resident landlord with 2 lodger)			NB	39.00	39.00	39.00	39.00
1-2 Bedroom Flats			NB	77.00	77.00	77.00	77.00
2-storey dwellings including non-licensable Houses in Multiple Occupation with up to 6 units of accommodation			NB	120.00	120.00	120.00	120.00
Dwellings with 3 or more storeys including non-licensable Houses in Multiple Occupation			NB	135.00	135.00	135.00	135.00
Charge for Enforcement Notices/Orders							

Fee per Enforcement Notice 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	500.00	500.00	500.00	500.00
Immigration Inspection and Issue of Report			ST	120.00	144.00	120.00	144.00
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

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.

(xi) Planning Services

Introduction

The planning application fees are set by central government.

Exceptions to this statutory control include S106 unilateral undertakings, Planning Performance Agreements (PPA's), Preliminary Enquiry or Pre application (PE's) charges, and inspection charges which have been increased in some areas to reflect costs and the acceptable market rate.

VAT is charged where the service offered is not statutorily required

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Research cost	Min one hour		ST	75.00	90.00	75.00	90.00
Retention fee for lapsed invalid applications							
Householder			ST	50.00	60.00	50.00	60.00
Minor and Other			ST	100.00	120.00	100.00	120.00
Majors			ST	250.00	300.00	250.00	300.00
S106 Unilateral Undertakings Legal and Monitoring Costs			ST	524.00	628.80	550.00	660.00
Public Open Space Practical Completion Certificate Inspection (OSPCI)							
Size of landscaping scheme (each insp) m2							
<100 m2			ST	525.00	630.00	550.00	660.00
101 – 500 m2			ST	1,050.00	1,260.00	1,075.00	1,290.00
501 – 2500 m2			ST	1,575.00	1,890.00	1,600.00	1,920.00
2501 – 5000 m2			ST	2,100.00	2,520.00	2,125.00	2,550.00
5001 – 10000 m2			ST	2,625.00	3,150.00	2,650.00	3,180.00

1001> m2			ST	3,150.00	3,780.00	3,175.00	3,810.00
Landscape Consultancy (Previously known as Landscape Practical Completion Inspection)							
First hour			ST	120.00	144.00	130.00	156.00
Thereafter per hour			ST	75.00	90.00	80.00	96.00
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	3,150.00	3,780.00	3,200.00	3,840.00
Large scale 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	2,625.00	3,150.00	2,700.00	3,240.00
Standard majors (Inception meeting):							
Subsequently - as agreed at inception meeting for remainder of project depending on frequency of liaison, complexity of project			ST	2,625.00	3,150.00	2,700.00	3,240.00

management and number of officers involved.							
Preliminary Enquiries (majors)							
Super majors	Initial meeting and written confirmation		ST	1,575.00	1,890.00	1,650.00	1,980.00
Subsequent meetings	3 hours with 1x officer	fee variable with greater attendance	ST	1,050.00	1,260.00	1,100.00	1,320.00
Large scale majors	Initial meeting and written confirmation		ST	1,325.00	1,590.00	1,400.00	1,680.00
Subsequent meetings	3 hours with 1x officer	fee variable with greater attendance	ST	800.00	960.00	850.00	1,020.00
Standard majors	Initial meeting and written confirmation		ST	1,050.00	1,260.00	1,100.00	1,320.00
Subsequent meetings	3 hours with 1x officer	fee variable with greater attendance	ST	525.00	630.00	550.00	660.00
Written response only	Per letter		ST	525.00	630.00	550.00	660.00
Preliminary Enquiries 'Minors' & 'Others*' (including listed buildings) (excluding Householder category proposals and Buildings at Risk)							
Residential (1-4 units)	Written response		ST	160.00	192.00	160.00	192.00

Residential (5-9 units)	Written response		ST	200.00	240.00	250.00	240.00
Commercial (retail, food & drink, and offices)	Written response		ST	190.00	228.00	200.00	240.00
Industrial and other (less than 1000 m ² or 1 hectare)	Written response		ST	210.00	252.00	225.00	270.00
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	65.00	78.00	75.00	90.00
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	210.00	252.00	220.00	264.00
Preliminary Enquiries Householder (excluding Listed Building consent enquiries)							
Written response only	No meeting		ST	65.00	78.00	65.00	78.00
Written response, one hour meeting			ST	125.00	150.00	150.00	180.00
Additional meeting by agreement	Per hour		ST	65.00	78.00	75.00	90.00
Additional follow up questions (max of 30 minutes work)	Per response		ST	30.00	36.00	35.00	42.00
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		ST	30.00	36.00	30.00	36.00

	+ 30 admin charge						
Other ad-hoc professional planning or specialist advice							
High Hedges Legislation Complaint processing fee	In total		ST	309.70	371.64	400.00	480.00
Confirmation of compliance with planning permission (built as agreed certificate)	Householder		ST	-	-	65.00	78.00
Confirmation of compliance with planning permission (built as agreed certificate)	1 new dwelling		ST	-	-	100.00	120.00
Confirmation of compliance with planning permission (built as agreed certificate)	Each additional dwelling up to 9		ST	-	-	50.00	60.00
Planning Officer	First hour		ST	125.00	150.00	125.00	150.00
	Per hour thereafter		ST	65.00	78.00	75.00	90.00
Principle Planning Officer	First hour		ST	140.00	168.00	140.00	168.00
	Per hour thereafter		ST	75.00	90.00	75.00	90.00
Planning Manager	First hour		ST	175.00	210.00	175.00	210.00
	Per hour thereafter		ST	95.00	114.00	95.00	114.00
Tree Officer	First hour		ST	-	-	125.00	150.00
	Per hour thereafter		ST	-	-	75.00	90.00
Archaeology Charges	Charging Category						

Development is a single dwelling, garage/ cartlodge, extension or other small development	A						
Monitoring/ Watching			ST	200.00	240.00	200.00	240.00
Evaluation			ST	250.00	300.00	250.00	300.00
Excavation			ST	250.00	300.00	250.00	300.00
Development of a historic building (demolition and/or conversion)	B						
Monitoring/ Watching			ST	200.00	240.00	200.00	240.00
Development is two dwellings or more and covers less than 1.0ha in area	C						
Monitoring/ Watching			ST	200.00	240.00	200.00	240.00
Evaluation			ST	250.00	300.00	250.00	300.00
Excavation			ST	350.00	420.00	350.00	420.00
Development is between 1.0ha and 3.0ha in area	D						
Evaluation			ST	350.00	420.00	350.00	420.00
Excavation			ST	500.00	600.00	500.00	600.00
Development is between 3.0ha and 10.0ha in area	E						
Evaluation			ST	500.00	600.00	500.00	600.00
Excavation			ST	750.00	900.00	750.00	900.00
Development is over 10.0ha	F	Request a quote					
UAD Charging Schedule							
Standard Search (up to 75 records)			ST	50.00	60.00	50.00	60.00
Extended Search (up to 150 records)			ST	100.00	120.00	100.00	120.00
Large scale/complex search (>150 records)		Request a quote					
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.							
The decision to implement the proposed fees and charges for planning will not result in any breach of human rights.							

(xii) 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 not intended to increase the Building Control charges at this point in time. The Building Control charges will be reviewed at the end of the financial year (31 March 2017) and if changes are proposed as a result of the analysis of the year end position a further report will be presented where appropriate.

The impact of recent staff shortages within the service on cost recovery have yet to be fully played out and whilst not adversely impacting performance due to reactive measures being taken they may have an impact on cost recovery by financial year end.

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 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Houses or Bungalows less than 4 storeys							
H01 - 1 Plot							
Plan Charge			ST	139.72	167.66	139.72	167.66
Inspection Charge*			ST	349.30	419.16	349.30	419.16
Building Notice Charge*			ST	520.21	624.25	520.21	624.25
Regularisation Charge*			NB	611.28	611.28	611.28	611.28
H02 - 2 Plots							
Plan Charge			ST	204.59	245.51	204.59	245.51
Inspection Charge*			ST	523.95	628.74	523.95	628.74
Building Notice Charge*			ST	800.90	961.08	800.90	961.08
Regularisation Charge*			NB	910.50	910.50	910.50	910.50
H03 - 3 Plots							
Plan Charge			ST	269.46	323.35	269.46	323.35
Inspection Charge*			ST	698.60	838.23	698.60	838.23
Building Notice Charge*			ST	1,081.59	1,297.91	1,081.59	1,297.91
Regularisation Charge*			NB	1,210.08	1210.08	1,210.08	1210.08

H04 - 4 Plots							
Plan Charge			ST	334.33	401.20	334.33	401.20
Inspection Charge*			ST	873.25	1,047.90	873.25	1,047.90
Building Notice Charge*			ST	1,362.28	1,634.74	1,362.28	1,634.74
Regularisation Charge*			NB	1,509.48	1509.48	1,509.48	1509.48
H05 - 5 Plots							
Plan Charge			ST	399.20	479.04	399.20	479.04
Inspection Charge*			ST	1,047.90	1,257.48	1,047.90	1,257.48
Building Notice Charge*			ST	1,642.97	1,971.56	1,642.97	1,971.56
Regularisation Charge*			NB	1,808.88	1808.88	1,808.88	1808.88
Flats							
F01 - 1 Flat							
Plan Charge			ST	139.72	167.66	139.72	167.66
Inspection Charge*			ST	324.35	389.22	324.35	389.22
Building Notice Charge*			ST	482.78	579.34	482.78	579.34
Regularisation Charge*			NB	580.09	580.09	580.09	580.09
F02 - 2 Flats							
Plan Charge			ST	204.59	245.51	204.59	245.51
Inspection Charge*			ST	486.53	583.84	486.53	583.84
Building Notice Charge*			ST	732.28	878.74	732.28	878.74
Regularisation Charge*			NB	863.90	863.90	863.90	863.90
F03 - 3 Flats							
Plan Charge			ST	269.46	323.53	269.46	323.53
Inspection Charge*			ST	648.71	778.45	648.71	778.45
Building Notice Charge*			ST	981.78	1,178.14	981.78	1,178.14
Regularisation Charge*			NB	1,147.71	1147.71	1,147.71	1147.71
F04 - 4 Flats							
Plan Charge			ST	334.33	401.20	334.33	401.20
Inspection Charge*			ST	810.89	973.07	810.89	973.07
Building Notice Charge*			ST	1,231.28	1,477.54	1,231.28	1,477.54

Regularisation Charge*			NB	1,431.53	1,431.53	1,431.53	1,431.53
F05 - 5 Flats							
Plan Charge			ST	399.20	479.04	399.20	479.04
Inspection Charge*			ST	973.07	1,167.68	973.07	1,167.68
Building Notice Charge*			ST	1,480.78	1,776.94	1,480.78	1,776.94
Regularisation Charge*			NB	1,715.35	1715.35	1,715.35	1715.35
Conversion To							
V01 – Single Dwelling-House							
Plan Charge			ST	129.74	155.69	129.74	155.69
Inspection Charge*			ST	349.30	419.16	349.30	419.16
Building Notice Charge*			ST	507.73	609.28	507.73	609.28
Regularisation Charge*			NB	598.80	598.80	598.80	598.80
V02 – Single Flat							
Plan Charge			ST	114.77	137.72	114.77	137.72
Inspection Charge*			ST	324.35	389.22	324.35	389.22
Building Notice Charge*			ST	470.31	564.37	470.31	564.37
Regularisation Charge*			NB	548.90	548.90	548.90	548.90
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	179.95	215.94	179.95	215.94

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 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Extension & New Build							
D01 – Separate single storey extension with floor area not exceeding 40m2							
Plan Charge			ST	129.74	155.69	129.74	155.69
Inspection Charge*			ST	268.21	321.85	268.21	321.85
Building Notice Charge*			ST	414.17	497.00	414.17	497.00
Regularisation Charge*			NB	497.44	497.44	497.44	497.44
D02 – Separate single storey extension with floor area between 40m2 and 100m2							
Plan Charge			ST	139.72	167.66	139.72	167.66
Inspection Charge*			ST	349.30	419.16	349.30	419.16
Building Notice Charge*			ST	513.97	616.76	513.97	616.76
Regularisation Charge*			NB	611.28	611.28	611.28	611.28
D03 – Separate extension with some part 2 of 3 storey in height and a floor area not exceeding 40m2							

Plan Charge			ST	129.74	155.69	129.74	155.69
Inspection Charge*			ST	280.69	336.83	280.69	336.83
Building Notice Charge*			ST	439.12	526.94	439.12	526.94
Regularisation Charge*			NB	513.04	513.04	513.04	513.04
D04 – Separate extension with some part 2 or 3 storeys in height and a total floor area between 40m2 and 100m2							
Plan Charge			ST	154.69	185.63	154.69	185.63
Inspection Charge*			ST	386.73	464.08	386.73	464.08
Building Notice Charge*			ST	557.63	669.16	557.63	669.16
Regularisation Charge*			NB	676.78	676.78	676.78	676.78
D05 – A building or extension comprising SOLELY of a garage, carport or store – total floor area not exceeding 100m2							
Plan Charge			ST	104.79	125.75	104.79	125.75
Inspection Charge*			ST	199.60	239.52	199.60	239.52
Building Notice Charge*			ST	314.37	377.24	314.37	377.24
Regularisation Charge*			NB	380.49	380.49	380.49	380.49
D06 – Detached non-habitable domestic building with total floor area not exceeding 50m2							
Plan Charge			ST	124.75	149.70	124.75	149.70
Inspection Charge*			ST	249.50	299.40	249.50	299.40
Building Notice Charge*			ST	395.46	474.55	395.46	474.55
Regularisation Charge*			NB	467.81	467.81	467.81	467.81
Conversions							
D07 – First floor & second floor loft conversions							
Plan Charge			ST	149.70	179.64	149.70	179.64
Inspection Charge*			ST	299.40	359.28	299.40	359.28

Building Notice Charge*			ST	476.55	571.86	476.55	571.86
Regularisation Charge*			NB	561.38	561.38	561.38	561.38
D08 – Other work (e.g. garage conversions)							
Plan Charge			ST	104.79	125.75	104.79	125.75
Inspection Charge*			ST	174.65	209.58	174.65	209.58
Building Notice Charge*			ST	289.42	347.30	289.42	347.30
Regularisation Charge*			NB	349.30	349.30	349.30	349.30
Alterations (including Underpinning)							
D09 – Renovation of a thermal element							
Plan Charge			ST	79.84	95.81	79.84	95.81
Inspection Charge*			ST	62.38	74.86	62.38	74.86
Building Notice Charge*			ST	152.20	182.64	152.20	182.64
Regularisation Charge*			NB	177.78	177.78	177.78	177.78
D10 – Replacement of windows, roof lights, roof windows or external glazed doors							
Plan Charge			ST	79.84	95.81	79.84	95.81
Inspection Charge*			ST	62.38	74.86	62.38	74.86
Building Notice Charge*			ST	152.20	182.64	152.20	182.64
Regularisation Charge*			NB	177.78	177.78	177.78	177.78
D11 – Cost of work not exceeding £5,000 (Incl. Renewable Energy Systems)							
Plan Charge			ST	79.84	95.81	79.84	95.81
Inspection Charge*			ST	124.75	149.70	124.75	149.70
Building Notice Charge*			ST	220.81	264.97	220.81	264.97
Regularisation Charge*			NB	255.74	255.74	255.74	255.74

D12 – Cost of work not exceeding £5,000 and not exceeding £25,000							
Plan Charge			ST	104.79	125.75	104.79	125.75
Inspection Charge*			ST	174.65	209.58	174.65	209.58
Building Notice Charge*			ST	301.90	362.28	301.90	362.28
Regularisation Charge*			NB	349.30	349.30	349.30	349.30
D13 – Cost of work not exceeding £25,000 and not exceeding £100,000							
Plan Charge			ST	154.69	185.63	154.69	185.63
Inspection Charge*			ST	299.40	359.28	299.40	359.28
Building Notice Charge*			ST	501.50	601.80	501.50	601.80
Regularisation Charge*			NB	567.61	567.71	567.61	567.71
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	179.95	215.94	179.95	215.94

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 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Extensions & New Build							
N01 –Single storey with floor area not exceeding 40m2							
Plan Charge			ST	149.70	179.64	149.70	179.64
Inspection Charge			ST	299.40	359.28	299.40	359.28
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	561.38	561.38	561.38	561.38
N02 –Single storey with floor area between 40m2 & 100m2							
Plan Charge			ST	164.67	197.60	164.67	197.60
Inspection Charge			ST	411.68	494.02	411.68	494.02
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	720.44	720.44	720.44	720.44
N03 – With some part 2 or 3 storey in height and a total floor area not exceeding 40m2							
Plan Charge			ST	154.69	185.63	154.69	185.63
Inspection Charge			ST	349.30	419.16	349.30	419.16
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	629.99	629.99	629.99	629.99

N04 – With some part 2 or 3 storey in height and a total floor area between 40m2 & 100m2							
Plan Charge			ST	179.64	215.57	179.64	215.57
Inspection Charge			ST	449.10	538.92	449.10	538.92
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	785.93	785.93	785.93	785.93
Alterations							
N05 – Cost of works not exceeding £5,000							
Plan Charge			ST	104.79	125.75	104.79	125.75
Inspection Charge			ST	99.80	119.76	99.80	119.76
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	255.74	255.74	255.74	255.74
N05 - Replacement of windows, roof lights, roof windows or external glazed doors (not exceeding 20 units)							
Plan Charge			ST	104.79	125.75	104.79	125.75
Inspection Charge			ST	99.80	119.76	99.80	119.76
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	255.74	255.74	255.74	255.74
N05 - Renewable energy systems (not covered by an appropriate competent persons scheme)							
Plan Charge			ST	104.79	125.75	104.79	125.75
Inspection Charge			ST	99.80	119.76	99.80	119.76
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	255.74	255.74	255.74	255.74
N05 - Installation of new shop front							
Plan Charge			ST	104.79	125.75	104.79	125.75

Inspection Charge			ST	99.80	119.76	99.80	119.76
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	255.74	255.74	255.74	255.74
N06 – Cost of works exceeding £5,000 & not exceeding £25,000							
Plan Charge			ST	129.74	155.69	129.74	155.69
Inspection Charge			ST	174.65	209.58	174.65	209.58
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	380.49	380.49	380.49	380.49
N06 - Replacement of windows, roof lights, roof windows or external glazed doors (exceeding 20 units)							
Plan Charge			ST	129.74	155.69	129.74	155.69
Inspection Charge			ST	174.65	209.58	174.65	209.58
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	380.49	380.49	380.49	380.49
N06 - Renovation of thermal elements							
Plan Charge			ST	129.74	155.69	129.74	155.69
Inspection Charge			ST	174.65	209.58	174.65	209.58
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	380.49	380.49	380.49	380.49
N06 - Installation of a Raised Storage Platform within an existing building							
Plan Charge			ST	129.74	155.69	129.74	155.69
Inspection Charge			ST	174.65	209.58	174.65	209.58
Regularisation Charge			NB	380.49	380.49	380.49	380.49

N07 – Cost of works exceeding £25,000 & not exceeding £100,000							
Plan Charge			ST	154.69	185.63	154.69	185.63
Inspection Charge			ST	336.83	404.20	336.83	404.20
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	614.40	614.40	614.40	614.40
N07 - Fit out of building up to 100m2							
Plan Charge			ST	154.69	185.63	154.69	185.63
Inspection Charge			ST	336.83	404.20	336.83	404.20
Building Notice Charge				N/A	N/A	N/A	N/A
Regularisation Charge			NB	614.40	614.40	614.40	614.40

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 with the exception of the disabled who are exempt from the charges where the works are directly related to the provision of facilities to aid them.

(xiii) Parking Services

Introduction

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

- Implement the tariff structure used in St. Mary's car park for Priory Street car park when it reopens after refurbishment
- Increase the Sunday tariff to £1 all day in Britannia and Vineyard Street car parks from 1.4.17
- Increase the all-day tariff to £3 for the following West Mersea car parks – Coast Road; High Street and Seaview Avenue from 1.4.17

All other tariffs remain as set out below.

Reasons for Decision

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.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
St John's Car Park							
Up to ½ hour	Monday-Friday & Sunday		ST	0.75	0.90	0.75	0.90
	Saturday		ST	0.83	1.00	0.83	1.00
Up to 1 hour	Monday-Friday & Sunday		ST	1.50	1.80	1.50	1.80
	Saturday		ST	1.75	2.10	1.75	2.10
Up to 2 hours	Monday-Friday & Sunday		ST	2.25	2.70	2.25	2.70

Up to 3 hours	Saturday		ST	2.58	3.10	2.58	3.10
	Monday-Friday & Sunday		ST	2.75	3.30	2.75	3.30
Up to 4 hours	Saturday		ST	3.17	3.80	3.17	3.80
	Monday-Friday & Sunday		ST	2.92	3.50	2.92	3.50
Up to 5 hours	Saturday		ST	3.33	4.00	3.33	4.00
	Monday-Friday & Sunday		ST	3.67	4.40	3.67	4.40
Up to 6 hours	Saturday		ST	4.25	5.10	4.25	5.10
	Monday-Friday & Sunday		ST	4.08	4.90	4.08	4.90
Up to 7 hours	Saturday		ST	4.67	5.60	4.67	5.60
	Monday-Friday & Sunday		ST	4.75	5.70	4.75	5.70
Up to 8 hours	Saturday		ST	5.50	6.60	5.50	6.60
	Monday-Friday & Sunday		ST	5.42	6.50	5.42	6.50
Day Rate (special offer)	Saturday		ST	6.25	7.50	6.25	7.50
	Monday-Friday		ST	2.92	3.50	2.92	3.50
Up to 12 hours	Monday-Friday & Sunday		ST	5.83	7.00	5.83	7.00
	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 7.00pm)	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	0.75	0.90
	Saturday		ST	0.83	1.00	0.83	1.00
Up to 1 hour	Monday-Friday & Sunday		ST	1.50	1.80	1.50	1.80
	Saturday		ST	1.75	2.10	1.75	2.10
Up to 2 hours	Monday-Friday & Sunday		ST	2.25	2.70	2.25	2.70
	Saturday		ST	2.58	3.10	2.58	3.10
Up to 3 hours	Monday-Friday & Sunday		ST	2.75	3.30	2.75	3.30
	Saturday		ST	3.17	3.80	3.17	3.80
Up to 4 hours	Monday-Friday & Sunday		ST	2.92	3.50	2.92	3.50
	Saturday		ST	3.33	4.00	3.33	4.00
Up to 5 hours	Monday-Friday & Sunday		ST	3.67	4.40	3.67	4.40
	Saturday		ST	4.25	5.10	4.25	5.10
Up to 6 hours	Monday-Friday & Sunday		ST	4.08	4.90	4.08	4.90
	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	5.42	6.50
	Saturday		ST	6.25	7.50	6.25	7.50
Up to 12 hours	Monday-Friday & Sunday		ST	5.83	7.00	5.83	7.00
	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
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	2.08	2.50
Over 4 hours (long stay penalty rate)	Monday-Saturday		ST	8.33	10.00	8.33	10.00
Day rate	Sunday		ST	0.42	0.50	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	0.75	0.90
	Saturday		ST	0.83	1.00	0.83	1.00
Up to 1 hour	Monday-Friday & Sunday		ST	1.50	1.80	1.50	1.80
	Saturday		ST	1.75	2.10	1.75	2.10
Up to 2 hours	Monday-Friday & Sunday		ST	2.25	2.70	2.25	2.70

Up to 3 hours	Saturday		ST	2.58	3.10	2.58	3.10
	Monday-Friday & Sunday		ST	2.75	3.30	2.75	3.30
Up to 4 hours	Saturday		ST	3.17	3.80	3.17	3.80
	Monday-Friday & Sunday		ST	2.92	3.50	2.92	3.50
Up to 5 hours	Saturday		ST	3.33	4.00	3.33	4.00
	Monday-Friday & Sunday		ST	3.67	4.40	3.67	4.40
Up to 6 hours	Saturday		ST	4.25	5.10	4.25	5.10
	Monday-Friday & Sunday		ST	4.08	4.90	4.08	4.90
Up to 7 hours	Saturday		ST	4.67	5.60	4.67	5.60
	Monday-Friday & Sunday		ST	4.75	5.70	4.75	5.70
Up to 8 hours	Saturday		ST	5.50	6.60	5.50	6.60
	Monday-Friday & Sunday		ST	5.42	6.50	5.42	6.50
Up to 12 hours	Saturday		ST	6.25	7.50	6.25	7.50
	Monday-Friday & Sunday		ST	5.83	7.00	5.83	7.00
Over 12 hours (long stay penalty rate)	Any day		ST	6.75	8.10	6.75	8.10
Daily evening charge (entry after 7.00pm)	Any day		ST	13.75	16.50	13.75	16.50
Annual Parent Permits AM (8.30am to 9.30am only) (conditions apply)	Any day		ST	0.42	0.50	1.67	2.00
	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	56.67	68.00	56.67	68.00
Resident's season tickets (conditions apply)	12 months		ST	105.83	127.00	105.83	127.00
Vineyard Street Car Park							
Up to 40 minutes	Monday-Saturday		ST	1.00	1.20	1.00	1.20
Up to 70 minutes	Monday-Saturday		ST	1.92	2.30	1.92	2.30
Up to 2 hours	Monday-Saturday		ST	3.25	3.90	3.25	3.90
Up to 2 hours (special offer) (entry after 9.30am)	Monday-Saturday		ST	2.08	2.50	2.08	2.50
Day rate	Sunday		ST	0.42	0.50	0.83	1.00
Daily evening charge (6.00pm till 6.00am)	Any day		ST	0.42	0.50	0.42	0.50
Butt Road Car Park							
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							
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							
Up to 2 hours	Any day		ST	0.42	0.50	0.42	0.50

Up to 4 hours	Any day		ST	1.67	2.00	1.67	2.00
Over 4 hours	Monday-Friday		ST	3.33	4.00	3.33	4.00
Season tickets (conditions apply)	12 months		ST	41.67	50.00	41.67	50.00
Up to 6 hours (coaches in Highwoods Car Park only)	Any day		ST	4.58	5.50	4.58	5.50
Up to 12 hours (coaches in Highwoods Car Park only)	Any day		ST	10.00	12.00	10.00	12.00
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, Seaview, and High Street Car Parks – West Mersea							
Up to 1 hour	Any day		ST	N/A	Free	N/A	Free
Up to 2 hours	Any day		ST	0.17	0.20	0.17	0.20
Over 2 hours	Any day		ST	1.67	2.00	2.50	3.00
Daily evening charge (6.00pm till 6.00am)	Any day		ST	N/A	Free	N/A	N/A
Season tickets (conditions apply)	Annual		ST	41.67	50.00	41.67	50.00
Victoria Esplanade and Willoughby Avenue Car Parks – West Mersea							
Up to 3 hours	Any day		ST	1.67	2.00	1.67	2.00
Over 3 hours	Any day		ST	2.50	3.00	2.50	3.00
Season tickets (conditions apply)	1 week		ST	8.33	10.00	8.33	10.00
Season tickets (conditions apply)	1 month		ST	29.17	35.00	29.17	35.00
Season tickets (conditions apply)	12 months		ST	250.00	300.00	250.00	300.00
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							
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
Walsingham Road							
Season tickets (conditions apply)	6 months		ST	91.67	110.00	91.67	110.00
Season tickets (conditions apply)	12 months		ST	169.17	203.00	169.17	203.00

Equality, Diversity and Human Rights implications

Any increase in parking charges is likely to have a disproportionate impact on households with lower incomes. However, the careful design and availability of the parking offers and the introduction of shorter stay tariffs across a range of car parks gives these households affordable choices and options.

The EQIA for Parking is located at <http://www.colchester.gov.uk/CHttpHandler.ashx?id=3748&p=0>

(xiv) Environmental Health and Licensing Services

Introduction

Pest Control

It is proposed that Animal Services fees and charges are amended slightly as set out in the pricing schedule below.

There are very minor increases to both domestic and commercial charges to reflect increased operating costs whilst also reflecting the need to be competitive and provide value for money in the market.

It is proposed to hold all charges in relation to public health significant pests to domestic customers in receipt of means tested benefits at the current rates i.e. free of charge for rats, mice and cockroaches and £20.00 for other insect pests. The only exception to this is a proposed increase for domestic customers in receipt of means tested benefits for a wasp/hornet treatment (non-public health significant pest) which still equates to a 58% discount.

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 that we increase the charge from £10 to £20 to micro-chip cats. The Council has not statutory duties in relation to cats.

It is proposed to streamline the charges associated with the collecting, transporting and kenneling of stray dogs, this will allow us to more efficiently recover the costs associated with this service. Consequently there is now just one stray dog charge of £75. In addition the stray dog kenneling charge has increased from £13 per night to £16.50 per night to recover the cost of increased kenneling fees incurred by the Council.

Environmental Protection

It is proposed that the current level of fees and charges are retained as set out in the pricing schedule attached.

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 therefore proposed to hold all fees at current levels.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Animal Services							
Non Domestic Pest Control							
Rodents (rats, mice, squirrels) & cockroaches (max 3 visits, additional visits priced on request, monitoring contracts priced on request)			ST	159.17	191.00	162.50	195.00
Other insect pests (Price per hour, minimum 1 hour charge, contracts priced on request)			ST	87.20	109.00	93.33	112.00
Call out where no treatment required			ST	36.67	44.00	37.50	45.00
Domestic Pest Control							
Rodents (rats & mice)			ST	52.00	65.00	55.42	66.50
Cockroaches/Tropical Ants			ST	70.00	84.00	70.00	84.00
Bedbugs			ST	142.50	171.00	145.83	175.00
Wasps/Hornets			ST	45.83	55.00	50.00	60.00
Fleas			ST	60.00	75.00	63.75	76.50
Call out fee – no treatment required			ST	12.50	15.00	18.33	22.00
Reduced Charges - for those in receipt of a means tested benefit							
Rodents (rats & mice)			ST	0	Free	0	free
Cockroaches			ST	0	Free	0	free
Wasps/hornets			ST	16.67	20.00	20.83	25.00
Other public health significant pests - (tropical ants, bedbugs, fleas)			ST	16.67	20.00	16.67	20.00
Animal Control							
Microchip – per dog			ST	Free	Free	Free	Free
Microchip – per cat			ST	8.33	10.00	16.67	20.00
Stray Dog Charge			NB	75.00	75.00	75.00	75.00

Stray Dog Kenneling Charge (per day or part thereof)			NB	13.00	13.00	16.50	16.50
Environmental Protection							
Private Water Supplies							
Risk Assessment			ST	416.67	500.00	416.67	500.00
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
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 30p/h			ST	25.00	30.00	25.00	30.00

Licensing, Food & Safety

Introduction

There are no plans to increase charges at this time.

An additional fee has been added for missed taxi appointments.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Licensing, Food & Safety	Type	Statutory Fee set Yes/no					
Sex Shop Licence	New Applications	no	NB	1,040.00	1,040.00	1,040.00	1,040.00
Sex Shop Licence	Renewals	no	NB	370.00	370.00	370.00	370.00
Sex Entertainment Venue	New Applications	no	NB	1,225.00	1,225.00	1,225.00	1,225.00
Sex Entertainment Venue	Renewals	no	NB	385.00	385.00	385.00	385.00
Scrap metal Dealers Act	Site New Application	no	NB	465.00	465.00	465.00	465.00
Scrap metal Dealers Act	Site Renewal	no	NB	215.00	215.00	215.00	215.00
Scrap metal Dealers Act	Site/Collect or Variation	no	NB	100.00	100.00	100.00	100.00
Scrap metal Dealers Act	Additional Site Licence	no	NB	100.00	100.00	100.00	100.00
Scrap metal Dealers Act	Collector New Application	no	NB	315.00	315.00	315.00	315.00
Scrap metal Dealers Act	Collector Renewal	no	NB	205.00	205.00	205.00	205.00
Riding Establishment Licences (+ vet fee)	New / Renewal	no	NB	160.00	160.00	160.00	160.00

Zoo Operators Licence (+ vet fee) (payable every 6 years - next due 2013)	New / Renewal	no	NB	1,100.00	1,100.00	1,100.00	1,100.00
Dangerous Wild Animals (+ vet fee) (payable every two years)	New / Renewal	no	NB	165.00	165.00	165.00	165.00
Pet Animal Licence	New / Renewal	no	NB	135.00	135.00	135.00	135.00
Animal Boarding Establishment Licence/Day Care	New / Renewal	no	NB	135.00	135.00	135.00	135.00
Home Boarding	New / Renewal	no	NB	135.00	135.00	135.00	135.00
Dog Breeder's Licence	New / Renewal	no	NB	135.00	135.00	135.00	135.00
Food Export Certificates	New / Renewal	no	NB	55.00	55.00	55.00	55.00
Food Surrender Certificates	New / Renewal	no	NB	100.00	100.00	100.00	100.00
Tattooing, Electrolysis and Skin Piercing - Premises - including 2 operators	New	no	NB	160.00	160.00	160.00	160.00
- Operators - up to 2 operators	New	no	NB	80.00	80.00	80.00	80.00
Hypnotists	New		NB	65.00	65.00	65.00	65.00
Pavement café Licence (PCA)							
(a) PCA under 10 square metres	New / renewal per annum	no	NB	N/A	N/A	226.00	226.00
(b) PCA 10-20 square metres	New / renewal per annum	no	NB	N/A	N/A	336.25	336.25
(c) PCA 20-30 square metres	New / renewal per annum	no	NB	N/A	N/A	452.25	452.25
(d) PCA over 30 square metres	New / renewal per annum	no	NB	N/A	N/A	567.50	567.50

Pavement café Licence (PCA) Transfer or alteration to licence	Transfer / Alteration	no	NB	N/A	N/A	80.00	80.00
Pleasure Boats	New/Annual	no	NB	65.00	65.00	65.00	65.00
Basic Food Hygiene/Health and Safety Courses							
Basic charge (outside of Colchester)	Per person	no	NB	65.00	65.00	65.00	65.00
If resident or employed within Colchester Borough	Per person		NB	50.00	50.00	50.00	50.00
Delivered at businesses own premises Basic charge (up to 10)	(10 pers) + £20 p/h	no		400.00	400.00	400.00	400.00
Each additional person	Per person	no	NB	20.00	20.00	20.00	20.00
Exam resit fees	Per person	no	NB	20.00	20.00	20.00	20.00
Hackney Carriage and Private Hire Vehicle and Operators Licences							
Hackney Carriage Vehicle	Annual / Renewal	no	NB	315.00	315.00	315.00	315.00
Private Hire Vehicle	Annual / Renewal	no	NB	275.00	275.00	275.00	275.00
Operator's Licence - 1-2 vehicles (PHV)	New / Renewal (5 years)	no	NB	295.00	295.00	295.00	295.00
Operator's Licence - 3+ vehicles (PHV)	New / Renewal (5 years)	no	NB	350.00	350.00	350.00	350.00
Category change fee		no	NB	35.00	35.00	35.00	35.00
Operator's licence transfer fee		no	NB	85.00	85.00	85.00	85.00
Drivers Licences							
Initial Licence valid for up to 3 years	New (3 years)	no	NB	200.00	200.00	200.00	200.00
Renewal Licence valid for up to 3 years	Renewal (3 years)	no	NB	135.00	135.00	135.00	135.00
Deposit - refunded if application proceeds		no	NB	50.00	50.00	50.00	50.00
Colchester Standard Oral test	New	no	NB	N/A	N/A	42.00	42.00

Knowledge Test - initial fee (offset against licence if licence applied for)	New	no	NB	35.00	35.00	35.00	35.00
Knowledge Test – re-sit fee		no	NB	35.00	35.00	35.00	35.00
Failure to attend Appointment at Rowan House without prior notification				N/A	N/A	30.00	30.00
Licence Transfer Fees							
Vehicle to vehicle (must always remain a licenced vehicle)		no	NB	85.00	85.00	85.00	85.00
Person to person		no	NB	85.00	85.00	85.00	85.00
PHV to Hackney Carriage Vehicle (Black only) (vehicle must always remain a licenced vehicle)		no	NB	85.00	85.00	85.00	85.00
Registration number change		no	NB	30.00	30.00	30.00	30.00
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 for appointment		no	NB	30.00	30.00	30.00	30.00
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 £44.00 fee for a							

mandatory DBS check, which will be charged additionally.							
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
Gambling Licences – Variable							
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
Tracks		no	NB	750.00	750.00	750.00	750.00
Family Entertainment Centres		no	NB	600.00	600.00	600.00	600.00
Adult Gaming Centres		no	NB	750.00	750.00	750.00	750.00

Premises Licences - Application for Transfer / Reinstatement							
New Small Casino		no	NB	1,200.00	1,200.00	1,200.00	1,200.00
New Large Casino		no	NB	1,500.00	1,500.00	1,500.00	1,500.00
Regional Casino		no	NB	5,000.00	5,000.00	5,000.00	5,000.00
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
Tracks		no	NB	750.00	750.00	750.00	750.00
Family Entertainment Centres		no	NB	750.00	750.00	750.00	750.00
Adult Gaming Centres		no	NB	1,000.00	1,000.00	1,000.00	1,000.00
Premises Licences - Licence Application (Provisional Statement Holders)							
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	900.00	900.00	900.00	900.00
Betting Premises (excluding Tracks)		no	NB	900.00	900.00	900.00	900.00
Tracks		no	NB	750.00	750.00	750.00	750.00
Family Entertainment Centres		no	NB	600.00	600.00	600.00	600.00
Adult Gaming Centres		no	NB	800.00	800.00	800.00	800.00
Gaming Licences – Statutory Fees							
Permits For Gaming Machines - New Application							
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
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
Small Society Lottery Registration - Annual Fee		no	NB	20.00	20.00	20.00	20.00
Permit - Miscellaneous Fees							
Change of Name							
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
Alcohol Licensed Premises - more than 2 machines		no	NB	25.00	25.00	25.00	25.00
Club Gaming Permit		no	NB	N/A	N/A	N/A	N/A
Club Gaming Machine Permit		no	NB	N/A	N/A	N/A	N/A
Small Society Lottery Registration		no	NB	N/A	N/A	N/A	N/A
Copy of Permit							
FEC Permits		no	NB	15.00	15.00	15.00	15.00
Prize Gaming Permits		no	NB	15.00	15.00	15.00	15.00
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	15.00	15.00	15.00	15.00
Club Gaming Permit		no	NB	15.00	15.00	15.00	15.00
Club Gaming Machine Permit		no	NB	15.00	15.00	15.00	15.00
Small Society Lottery Registration		no	NB	N/A	N/A	N/A	N/A
Variation							
FEC Permits		no	NB	N/A	N/A	N/A	N/A

Prize Gaming Permits		no	NB	N/A	N/A	N/A	N/A
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	100.00	100.00	100.00	100.00
Club Gaming Permit		no	NB	100.00	100.00	100.00	100.00
Club Gaming Machine Permit		no	NB	100.00	100.00	100.00	100.00
Small Society Lottery Registration		no	NB	N/A	N/A	N/A	N/A
Miscellaneous Fees - Variable							
H&S Disclosures							
Statement of Relevant Facts (per hour)		no	ST	33.33	40.00	33.33	40.00
Application Checking Service							
Full Application		no	ST	41.67	50.00	41.67	50.00
Temporary Event Notice		no	ST	8.33	10.00	8.33	10.00

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.

The decision to implement the proposed fees and charges for Environmental Health and Licensing services will not result in any breach of human rights.

(xv) Recycling and Trade Services

Introduction

It is proposed that fees and charges are maintained at their current levels for 2017/18 in order to continue to provide a competitive service that can be marketed against private sector providers.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Pricing Schedule Trade tonnage subject to landfill tax							
Green sacks trade			NB	38.14	38.14	38.14	38.14
Green sacks schools			NB	32.42	32.42	32.42	32.42
360l hire			NB	1.40	1.40	1.40	1.40
360l emptying trade			NB	6.48	6.48	6.48	6.48
360l emptying schools			NB	5.73	5.73	5.73	5.73
660l hire			NB	3.04	3.04	3.04	3.04
660l emptying trade			NB	10.43	10.43	10.43	10.43
660l emptying schools			NB	8.40	8.40	8.40	8.40
950l hire			NB	2.86	2.86	2.86	2.86
950l emptying trade			NB	12.21	12.21	12.21	12.21
950l emptying schools				-	-	-	-
1100l hire			NB	3.69	3.69	3.69	3.69
1100l emptying trade			NB	12.34	12.34	12.34	12.34
1100l emptying schools			NB	10.43	10.43	10.43	10.43
Other Trade Income							
Duty of Care Certificate			NB	29.50	29.50	29.50	29.50
Clear Cardboard Sacks - Trade			NB	26.55	26.55	26.55	26.55
Clear Cardboard Sacks - Schools				-	-	-	-

Delivery charge sacks			NB	8.13	8.13	8.13	8.13
Regular Cardboard Collection - Trade			NB	530.99	530.99	530.99	530.99
Regular Cardboard Collection - Schools				-	-	-	-
Non-contract Cardboard Collection			NB	41.29	41.29	41.29	41.29
Cleansing of Bulk Containers			NB	26.00	26.00	26.00	26.00
Re-signing fee			NB	56.56	56.56	56.56	56.56
Day works inc labour - Trade HGV							
Day works inc labour Van							
360l Trade glass bin			NB	4.68	4.68	4.68	4.68
Household/Garden Refuse							
Black waste sacks			SR	3.70	4.44	3.70	4.44
Garden waste sacks			NB	3.70	3.70	3.70	3.70
Garden waste/recycling boxes sacks - delivery							
Green recycling boxes							
Green recycling boxes - new properties							
Special collections							
Bulky items 1-6			NB	41.41	41.41	41.41	41.41
Bulky items 6-12			NB	66.46	66.46	66.46	66.46
Fridges, Fridge/freezers or Freezers			NB	25.45	25.45	25.45	25.45
TVs, Monitors, Microwaves			NB	12.12	12.12	12.12	12.12
White goods - dishwashers, cookers, washing machines, tumble driers, spin driers (maximum 5 items) price per item			NB	12.12	12.12	12.12	12.12

Equality, Diversity and Human Rights implications

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

(xvi) Helpline

Introduction

Proposal

It is proposed that some fees and charges are retained at their current levels and others are increased.

Reasons for Decision

Helpline is a chargeable service which is widely used amongst elderly and vulnerable residents in Colchester. The service consists of a range of alarms which can be installed by our officers which are then monitored 24 hours a day by Helpline staff. There are currently two levels of service;

Monitoring only is the service whereby our operators monitor the alarms for a customer and if an alarm is raised the operator will contact the most appropriate person (for instance ambulance or doctor) as well as friends or family who's details have been provided to us.

Monitoring and Response is the service as explained above but with the addition of our Mobile Support Officers (MSO's). When an alarm is raised we would go to the person's property to check that they are ok, administer first aid if required and help those who have fallen.

With ongoing developments in technology the services Helpline have been able to provide to the customer have increased over the last 5 years. We now offer the following additional equipment options:

Activity monitors, epilepsy sensors, fall detectors, bed/chair occupancy sensors, wandering alerts, movement detectors and door/window contact sensors, carbon monoxide detectors, gas detectors, temperature extremes sensors, enuresis detectors, fire/smoke alarms, flood sensors, remote control main switches, medication dispensers and bogus caller alarms.

The fees and charges for Helpline are regularly checked against other providers in the County through a countywide benchmarking exercise. Colchester Borough Council offers the most comprehensive services to its customers and subsequently has the highest charges.

Currently no other provider offers the full lifting service that Helpline does. This service avoids unnecessary use of Ambulance services and helps to maintain the dignity and independence of the customer.

Helpline has not increased its fees for 3 years.

It is now recommended that a small increase is applied to some Helpline charges for 2017/18. These will cover increased operational costs including staff salaries and increased telecare equipment costs.

The proposed changes will come into effect on 1st April 2017 and will be valid until 31st March 2018.

New Service - Automated calls.

Helpline is able to auto dial customers with a recorded message. This message can be tailored for different reasons including medication reminders and general welfare checks. The customer just presses a button to confirm they are ok. Failure to confirm will raise an alert with Helpline.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Private dispersed alarm post 1.4.96							
Monitoring and mobile response			ST	3.63	4.36	3.71	4.45
Monitoring only			ST	1.75	2.10	1.79	2.15
Equipment			ST	1.41	1.69	1.43	1.72
Private dispersed alarm pre 1.4.96							
Monitoring and response			ST	2.61	3.13	2.66	3.19
Equipment			ST	1.75	2.10	1.79	2.15
Telecare							
Basic weekly charge (up to 3 items)			ST	4.96	5.95	5.06	6.07
Additional items each per week (fixed)			ST	0.42	0.50	0.42	0.50
Monitoring only weekly charge			ST	3.16	3.79	3.23	3.87
Key Safe							

Police approved key safe and installation at time of Helpline install.			ST	57.50	69.00	59.17	71.00
Police approved key safe & installed on separate visit			ST	65.83	79.00	67.50	81.00
Lone Worker							
Over 20 units (per unit per month)			ST	16.67	20.00	16.67	20.00
Over 10 units (per unit per month)			ST	20.83	25.00	20.83	25.00
Less than 10 units (per unit per month)			ST	25.00	30.00	25.00	30.00
Automated Calls							
As a stand-alone service	1 call per day	Per month fee	ST	-	-	10.00	12.00
Added to Monitoring only	1 call per day	Per month fee	ST	-	-	8.33	10.00
Added to Monitoring & Response	1 call per day	Per month fee	ST	-	-	7.50	9.00

*Some long term illnesses and disabilities will mean customers are eligible for VAT relief for certain products and services.

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. The proposed fees and charges affect all customers equally.

(xvii) Cemetery and Crematorium

Introduction

It is proposed that a proportion of fees and charges, particularly of those relating to the funerals of babies and children, should remain unchanged, and a small uplift of 1% - 2% should be applied to other charges, as shown in the table below.

Description of charge	Optional	Optiona I	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Cremations							
Adult	Over 16 years of age		EX	634.00	634.00	647.00	647.00
Environmental surcharge	Cremations over 16 years		EX	78.00	78.00	80.00	80.00
Baby (1)	Under 24 weeks gestation		EX	96.00	96.00	96.00	96.00
Hospital Contract	For babies	New		-	-	200.00	200.00
Body part			EX	96.00	96.00	96.00	96.00
Baby (2)	Still born to 1 month of age		EX	142.00	142.00	142.00	142.00
Child (1)	2 months to 7 years		EX	189.00	189.00	189.00	189.00
Child (2)	7 years up to 16 years		EX	235.00	235.00	235.00	235.00
Interments							
For interment in a grave with or without an exclusive right of burial							
i) Of the body of a still born or child to one month in age	Still born to 1 month of age		NB	186.00	186.00	186.00	186.00

ii) Of the body of a child to 7 years	2 months to 7 years		NB	236.00	236.00	236.00	236.00
iii) Of the body of a child to 16 years	7 years up to 16 years		NB	282.00	282.00	282.00	282.00
iv) Adult	Over 16 years		NB				
- Single depth grave	137cm		NB	591.00	591.00	603.00	603.00
- Double depth grave	183cm		NB	707.00	707.00	721.00	721.00
- Treble depth grave	244cm		NB	823.00	823.00	839.00	839.00
v) Baby	Under 24 weeks gestation		NB	139.00	139.00	139.00	139.00
For the interment of cremated remains in a grave	With a valid Exclusive Right of Burial		NB	185.00	185.00	189.00	189.00
Right to build a bricked grave & interment in the grave	Combined charge		NB	856.00	856.00	873.00	873.00
Disinterment (exhumation)	Of cremated remains		NB	311.00	311.00	317.00	317.00
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	57.50	69.00	57.50	69.00
5 line entry	Text only		ST	110.83	133.00	111.67	134.00
5 line entry	+ flower illustration		ST	158.33	190.00	160.00	192.00
5 line entry	+ crest or complex illustration		ST	179.17	215.00	180.83	217.00
8 line entry	Text only		ST	179.17	215.00	180.83	217.00

8 line entry	+ flower illustration		ST	226.67	272.00	229.17	275.00
8 line entry	+ crest or complex illustration		ST	242.50	291.00	245.00	294.00
Garden of Remembrance Memorials							
Standard Rose Tree with cast aluminium plaque:-							
Initial Period	For 5 years		ST	221.67	266.00	225.00	270.00
Initial Period	For 10 years		ST	289.17	347.00	293.33	352.00
Renewal of memorial	For 1 year		ST	61.67	74.00	62.50	75.00
Renewal of memorial	For 5 years		ST	113.33	136.00	115.00	138.00
Renewal of memorial	For 10 years		ST	157.50	189.00	160.00	192.00
Fuchsia or shrub, with cast aluminium plaque							
Initial Period	For 5 years		ST	178.33	214.00	180.83	217.00
Initial Period	For 10 years		ST	244.17	293.00	247.50	297.00
Renewal of memorial	For 1 year		ST	45.83	55.00	46.67	56.00
Renewal of memorial	For 5 years		ST	89.17	107.00	90.83	109.00
Renewal of memorial	For 10 years		ST	136.67	164.00	138.33	166.00
Additional cast aluminium plaque			ST	-	-	105.00	126.00
Other Garden Memorials							
Name tower in The Garden	For 10 years		ST	203.33	244.00	207.50	249.00
Name tower in Jemima's Corner	For 10 years		ST	200.00	240.00	200.00	240.00
Tree initial period (Existing mature tree) with plaque	For 10 years		ST	315.00	378.00	321.67	386.00
Renewal of tree memorial	For 10 years		ST	175.83	211.00	179.17	215.00
Inscribed stone brick:							
In either Wall of Remembrance (brick to remain throughout the duration of the wall standing or relocated elsewhere should the wall be removed within ten years)			ST	241.67	290.00	246.67	296.00

Granite niche	Granite Columbarium	From 17/18 now exempt	ST/EX	524.17	629.00	629.00	629.00
Additional inscription	On granite niche		ST	110.83	133.00	113.33	136.00
Granite plaque on granite bench	For 10 years	New		-	-	207.50	249.00
Memorial seat, including maintenance & plaque	For a period of 10 years		ST	406.67	488.00	410.83	493.00
Memorial seat, including maintenance	For a further 10 years		ST	291.67	350.00	295.00	354.00
Additional seat plaque			ST	108.33	130.00	109.17	131.00
Arboria plaque	Text only		ST	110.83	133.00	110.83	133.00
Arboria plaque	With monochrome motif		ST	130.83	157.00	130.83	157.00
Arboria plaque	With coloured motif		ST	161.67	194.00	161.67	194.00
Arboria plaque	With photo plaque		ST	202.50	243.00	202.50	243.00
Exclusive Rights of Burial							
For the exclusive right of burial in a lawn or traditional grave	For 50 years		NB	488.00	488.00	495.00	495.00
For the exclusive right of burial in a lawn or traditional grave	For 100 years		NB	782.00	782.00	794.00	794.00
For the exclusive right of burial in the Baby Burial Garden	For 50 years		NB	191.00	191.00	191.00	191.00
For the exclusive right of burial in the Baby Burial Garden	For 100 years		NB	306.00	306.00	306.00	306.00
For the exclusive right of burial in a cremated remains grave	For 50 years		NB	266.00	266.00	271.00	271.00

For the exclusive right of burial in a cremated remains grave (On the expiry of the initial period of grant, the period may be renewed for a further 50 or 100 years)	For 100 years		NB	397.00	397.00	405.00	405.00
Scattering of cremated remains	On a grave space		EX	77.00	77.00	79.00	79.00
Scattering of cremated remains in Garden of Remembrance	When the cremation took place at another crematorium.		EX	75.00	75.00	75.00	75.00
Scattering of cremated remains in the Garden	On a Saturday (Cremation at Colchester)		EX	50.00	50.00	51.00	51.00
Scattering of cremated remains in the Garden	On a Saturday (when the cremation took place at another crematorium)		EX	125.00	125.00	125.00	125.00
Applications for the Erection of Memorials							
A flat stone or slab	Covering single grave space		NB	184.00	184.00	186.00	186.00
A memorial stone:	Not exceeding 0.56m in height		NB	95.00	95.00	96.00	96.00

A memorial stone:	Exceeding 0.56m in height		NB	136.00	136.00	137.00	137.00
A memorial stone:	A footstone, tablet or stone vase		NB	95.00	95.00	96.00	96.00
Kerb Stones	Adult grave space		NB	213.00	213.00	213.00	213.00
Kerb Stones	Child grave space		NB	109.00	109.00	109.00	109.00
For an additional inscription	On an existing memorial		NB	84.00	84.00	85.00	85.00
Use of Crematorium Chapel	For an extra 30 minutes of service		EX	239.00	239.00	244.00	244.00
Use of Crematorium Chapel	For a service which badly overruns its allotted time	New	EX	-	-	244.00	244.00
Use of Crematorium chapel	For a burial or memorial service		EX	239.00	239.00	244.00	244.00
Register Search	Of over 8 names (which are not on computer)		ST	21.67	26.00	22.50	27.00
Postage and packing of cremated remains - price on request							
Wooden grave marker	With engraved plaque		ST	30.00	36.00	30.83	37.00
Blue box	For cremated remains		ST	5.42	6.50	5.42	6.50
Recording of the chapel service	On CD		ST	38.33	46.00	39.17	47.00

Additional CDs			ST	35.00	42.00	35.83	43.00
Recording of the chapel service	On DVD		ST	45.00	54.00	45.83	55.00
Additional DVDs			ST	40.00	48.00	40.83	49.00
Webcast of a chapel service	(Not guaranteed to be broadcast live)		ST	50.00	60.00	50.83	61.00
Miscellaneous - Cemetery							
For registering transfer or surrender	Of a Grant of Exclusive Right of Burial		ST	44.17	53.00	45.00	54.00
Cremation or Burial Cancellation Fee	(If less than 48 hours' notice)		ST	285.00	342.00	290.83	349.00

Equality, Diversity and Human Rights implications

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

(xviii) Events (Open Spaces)

Introduction

For 2017/18 we have moved to a simpler fees and charges model with more accessible pricing for the ground rent of spaces in our Parks and Open Spaces. The new charges are based on commercial rates and have been bench marked against similar local authority and privately owned spaces. Types of event and their frequency remain closely monitored, see Colchester Borough Council's Events Policy.

Previous charges were presented at a 'per hour' rate (except where indicated), next year we have simplified the presentation to a 'per 12 hour' rate (shorter time periods are available with fees to be negotiated).

Example;

2016/17 hire of Hollytrees Meadow – 12 hours @ £90.80 = £1089.60

2017/18 hire of Hollytrees Meadow – 12 hours = £750.00

We have also provided greater clarity on setup and set down charges pre and post event.

Largescale event hires or joint promotions will be evaluated on a case by case basis, damage waiver deposits will be calculated on each individual booking.

Local Charities registered within CO postcode pay a Booking/Admin Fee plus Services and Equipment only, other Charities will be charged 70% of quoted rates, with discretionary exceptions - See Colchester Borough Council's Events Policy for further clarification.

NOTE – all 2016/17 prices are hourly rates, all 2017/18 prices are for fixed time periods (12 hours). Fees and Charges listed are GUIDE PRICES ONLY.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Booking/Admin Fee of £100 per event- all hires/bookings.			ST	N/A	N/A	100.00	120.00
National / International Charities rate	70% of costs below						
Castle Park							
Hollytrees Meadow	Standard per hour		EX	90.80	90.80	N/A	N/A
Hollytrees Meadow	Standard per hour		EX	113.50	113.50	N/A	N/A
Hollytrees Meadow	premium per hour		EX	255.00	255.00	N/A	N/A
Hollytrees Meadow	premium per hour		EX	320.00	320.00	N/A	N/A
Hollytrees Meadow – Ground Rent		Per 12 hours	EX	N/A	N/A	750.00	750.00
Hollytrees Lawn	Standard per hour		EX	66.10	66.10	N/A	N/A
Hollytrees Lawn	Standard per hour		EX	82.60	82.60	N/A	N/A
Hollytrees Lawn	Premium per hour		EX	187.90	187.90	N/A	N/A
Hollytrees Lawn	Premium per hour		EX	227.10	227.10	N/A	N/A
Hollytrees Lawn – Ground Rent		Per 12 hours	EX	N/A	N/A	500.00	500.00

Castle Bailey	Standard per hour		EX	66.10	66.10	N/A	N/A
Castle Bailey	Standard per hour		EX	82.60	82.60	N/A	N/A
Castle Bailey	Premium per hour		EX	187.90	187.90	N/A	N/A
Castle Bailey	Premium per hour		EX	227.10	227.10	N/A	N/A
Castle Bailey – Ground Rent		Per 12 hours	EX	N/A	N/A	750.00	750.00
Bandstand	Standard per hour		EX	66.10	66.10	N/A	N/A
Bandstand	Standard per hour		EX	82.60	82.60	N/A	N/A
Bandstand	Premium per hour		EX	187.90	187.90	N/A	N/A
Bandstand	Premium per hour		EX	227.10	227.10	N/A	N/A
Bandstand – Ground Rent		Per 12 hours	EX			500.00	500.00
Upper Park Slopes	Standard per hour		EX	133.20	133.20	N/A	N/A
Upper Park Slopes	Standard per hour		EX	165.20	165.20	N/A	N/A
Upper Park Slopes	Premium per hour		EX	371.60	371.60	N/A	N/A
Upper Park Slopes	Premium per hour		EX	460.40	460.40	N/A	N/A
Upper Park Slopes – Ground Rent		Per 12 hours	EX			1,000.00	1,000.00
Lower Park	Standard per hour		EX	133.20	133.20	N/A	N/A
Lower Park	Standard			165.20	165.20		

	per hour		EX			N/A	N/A
Lower Park	Premium per hour		EX	371.60	371.60	N/A	N/A
Lower Park	Premium per hour		EX	460.40	460.40	N/A	N/A
Lower Park	Funfairs and Circuses	Per day	EX	763.90	763.90	N/A	N/A
Lower Park – Ground Rent		Per 12 hours	EX	N/A	N/A	1,500.00	1500.00
Upper/Lower Bowls Green	Standard per hour		EX	22.70	22.70	N/A	N/A
Upper/Lower Bowls Green	Standard per hour		EX	22.70	22.70	N/A	N/A
Upper/Lower Bowls Green	Premium per hour		EX	86.70	86.70	N/A	N/A
Upper/Lower Bowls Green	Premium per hour		EX	86.70	86.70	N/A	N/A
Upper/Lower Bowls Green	Pavilion only per hour		EX	10.80	10.80	N/A	N/A
Upper/Lower Bowls Green	Pavilion only per hour		EX	10.80	10.80	N/A	N/A
Upper/Lower Bowls Green or Pavilion - Private hire		Per 12 hours	ST	N/A	N/A	500.00	600.00
Kings Meadow	Standard per hour		EX	133.20	133.20	N/A	N/A
Kings Meadow	Standard per hour		EX	165.20	165.20	N/A	N/A
Kings Meadow	Premium per hour		EX	371.60	371.60	N/A	N/A
Kings Meadow	Premium per hour		EX	460.40	460.40	N/A	N/A

Kings Meadow – Ground Rent	With Event parking	Per day	ST	165.20	165.20	250.00	300.00
	With Event camping	Per day	ST	258.10	258.10	500.00	600.00
Other Outdoor Venues							
Old Health Recreation Ground	Standard per hour		EX	133.20	133.20	N/A	N/A
Old Health Recreation Ground	Standard per hour		EX	165.20	165.20	N/A	N/A
Old Health Recreation Ground	Premium per hour		EX	371.60	371.60	N/A	N/A
Old Health Recreation Ground	Premium per hour		EX	460.40	460.40	N/A	N/A
Old Health Recreation Ground	Funfairs and Circuses	Per day	EX	763.90	763.90	N/A	N/A
Old Health Recreation Ground	Event Parking	Per day	EX	165.20	165.20	N/A	N/A
Old Health Recreation Ground		Per 12 hours	EX			750.00	750.00
Lexden King George	Standard per hour		EX	133.20	133.20	N/A	N/A
Lexden King George	Standard per hour		EX	165.20	165.20	N/A	N/A
Lexden King George	Premium per hour		EX	371.60	371.60	N/A	N/A
Lexden King George	Premium per hour		EX	460.40	460.40	N/A	N/A
Lexden King George – Ground Rent		Per 12 hours	EX	N/A	N/A	500.00	500.00
Mill Road Rugby Club	Standard per hour		EX	133.20	133.20	N/A	N/A

Mill Road Rugby Club	Standard per hour		EX	165.20	165.20	N/A	N/A
Mill Road Rugby Club	Premium per hour		EX	371.60	371.60	N/A	N/A
Mill Road Rugby Club	Premium per hour		EX	460.40	460.40	N/A	N/A
Mill Road Rugby Club – Ground Rent		Per 12 hours	EX	N/A	N/A	500.00	500.00
All Venues:							
Set up / Set down costs(outside of the 12 hour booking)							
	Standard & Premium	per hour	EX	32.00	32.00	N/A	N/A
Hollytrees meadow; Castle Bailey	25% of hire	Max 12 hrs	EX	N/A	N/A	187.50	187.50
Hollytrees Lawn; Bandstand	25% of hire	Max 12 hrs	EX	N/A	N/A	125.00	125.00
Lower Castle Park	25% of hire	Max 12 hrs	EX	N/A	N/A	375.00	375.00
Upper Castle Park Slopes	25% of hire	Max 12 hrs	EX	N/A	N/A	250.00	250.00
Old Heath Rec, Lexden KGV, Mill Road Rugby Club,	Standard & Premium	per hour	EX	45.40	45.40	N/A	N/A
Old Heath Rec	25% of hire	Max 12 hrs	EX	N/A	N/A	187.50	187.50
Lexden KGV, Mill Road Rugby Club,	25% of hire	Max 12 hrs	EX	N/A	N/A	125.00	125.00
Miscellaneous							
All Locations	Commercial photography	Per occasion	EX	265.30	265.30	250.00	250.00
	Commercial filming	Negotiable	EX	N/A	N/A	500.00	500.00

Alcohol sales under premises license	Standard	Per 500 people	EX	N/A	N/A	21.00	21.00
Helicopter Landing		Per occasion	ST	28.90	28.90	100.00	120.00
License for Regular Commercial Use	Bootcamps	Per 1 hour session	EX	6.20	6.20	10.00	10.00
Outdoor Events – Equipment and Facilities for Castle park							
	Electricity	Frequency					
Electrics	3 phase 63 amp per socket	Per day	ST	123.83	148.60	142.42	170.00
Electrics	63 amp per socket	Per day	ST	41.17	50.00	42.29	50.75
Electrics	32 amp per socket	Per day	ST	20.67	24.80	23.77	28.50
Electrics	16 amp per socket	Per day	ST	10.33	12.40	11.88	14.25
Water	Standpipes	Per day	ST	22.17	26.60	25.50	30.00
Wheelie Bins	1100 Litre	Each	ST	18.08	21.70	20.79	25.00
White Line Marker	Groundsman type	Per day	ST	5.17	6.20	5.95	7.00
Road Pins		Per 10 units	ST	2.58	3.10	2.97	3.50
Radios	2-way analogue	Each	ST	12.40	12.40	12.08	14.50
Tables	Trestle	Each	ST	6.17	7.40	7.10	8.50
Chairs		Each	ST	2.08	2.50	2.39	2.90
Temporary Fencing	1m x 2.5m delivered	Per panel	ST	1.83	2.20	2.10	2.50
Temporary Fencing	1m x 2.5m installed	Per panel	ST	5.50	6.60	6.33	7.60

Temporary Fencing	2m x 3.0m delivered	Per panel	ST	2.08	2.50	2.39	2.90
Temporary Fencing	2m x 3.0m installed	Per panel	ST	6.33	7.60	7.28	8.70
Ground Protection sheet	4ft x 8ft		ST	N/A	N/A	8.33	10.00
Toilets	5 cubicle, 4 urinal	per day	ST	511.00	613.20	583.33	700.00
	Disabled	per day + transport	ST	61.92	74.30	71.25	85.50
	Single	per day + transport	ST	103.25	123.90	118.75	142.50
Overnight Security	Security Guard	Per night	ST	258.08	309.70	295.83	355.00
Event Camping - no longer used							
Hollytrees Meadow, Lower Castle Park, Old Heath Recreation Ground, Lexden KGV, Mill Road Rugby Club, High Woods Country Park	Standard & Premium	per hour	EX	258.10	258.10	N/A	N/A

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. The decision to implement the proposed fees and charges for Events services will not result in any breach of human rights.

(xix) Events – Corporate Buildings (Town Hall, Castle, Charter Hall)

Introduction

It is proposed that all fees and charges for 2017/18 are varied by below in line with market placement and competition.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Town Hall Hire (Rooms)							
Function Hire - Non Wedding							
Moot Hall	Mon-Thurs	Daytime	EX	425.00	425.00	510.00	510.00
Council Chamber	Mon-Thurs	Daytime	EX	300.00	300.00	420.00	420.00
Grand Jury Room/West	Mon-Thurs	Daytime	EX	300.00	300.00	440.00	440.00
Grand Jury/Council Chamber	Mon-Thurs	Daytime	EX	200.00	200.00.	N/A	N/A
Moot Hall	Friday & Weekend	Daytime	EX	550.00	550.00	550.00	550.00
Council Chamber	Friday & Weekend	Daytime	EX	400.00	400.00	440.00	440.00
Grand Jury Room/West	Friday & Weekend	Daytime	EX	400.00	400.00	460.00	460.00
Grand Jury/Council Chamber	Friday & Weekend	Daytime	EX	320.00	320.00	N/A	N/A
Function Hire – Evening							
Moot Hall – function / Party	Mon-Thurs	Evening	EX	870.00	870.00	870.00	870.00
Moot Hall – function / Party	Friday & Weekend	Evening	EX	1,100.00	1,100.00	1,100	1,100.00

Moot Hall – Charity Event (-15%)	Mon-Thurs	Evening	EX	750.00	750.00	740.00	740.00
Moot Hall – Charity Event (-15%)	Friday & Weekend	Evening	EX	990.00	990.00	935.00	935.00
Castle Hire – Non wedding							
Chapel / Charles Grey room	Mid-week		EX	N/A	N/A	475.00	475.00
	Weekend		EX	N/A	N/A	570.00	570.00
	Bank Holiday		EX	N/A	N/A	595.00	595.00
Town Hall Hire							
Wedding Breakfast / Reception							
Moot Hall	Mid-week	Low Season	ST	N/A	N/A	725.00	870.00
		High Season	ST	N/A	N/A	916.67	1100.00
	Friday & Weekend	Low Season	ST	N/A	N/A	725.00	870.00
		High Season	ST	N/A	N/A	916.67	1100.00
	Bank Holiday		ST	N/A	N/A	1145.83	1375.00
Mayoral Suite	Mid-week	Low Season	ST	N/A	N/A	500.00	600.00
		High Season	ST	N/A	N/A	662.50	795.00
	Friday & Weekend	Low Season	ST	N/A	N/A	500.00	600.00
		High Season	ST	N/A	N/A	662.50	795.00
	Bank Holiday		ST	N/A	N/A	829.17	995.00

Wedding Ceremony							
Moot Hall	Mid-week	Low Season	ST	N/A	N/A	425.00	510.00
		High Season	ST	N/A	N/A	512.50	615.00
	Friday & Weekend	Low Season	ST	N/A	N/A	458.33	550.00
		High Season	ST	N/A	N/A	550.00	660.00
	Bank Holiday		ST	N/A	N/A	637.50	765.00
Mayoral Suite	Mid-week	Low Season	ST	N/A	N/A	366.67	515.00
		High Season	ST	N/A	N/A	495.83	595.00
	Friday & Weekend	Low Season	ST	N/A	N/A	383.33	535.00
		High Season	ST	N/A	N/A	520.83	625.00
	Bank Holiday		ST	N/A	N/A	620.83	745.00
Grand Jury & West Committee Room	Mid-week	Low Season	ST	N/A	N/A	366.67	440.00
		High Season	ST	N/A	N/A	433.33	520.00
	Friday & Weekend	Low Season	ST	N/A	N/A	383.33	460.00
		High Season	ST	N/A	N/A	458.33	550.00
	Bank Holiday		ST	N/A	N/A	541.67	650.00
Council Chamber	Mid-week	Low Season	ST	N/A	N/A	350.00	420.00

		High Season	ST	N/A	N/A	416.67	500.00
	Friday & Weekend	Low Season	ST	N/A	N/A	366.67	440.00
		High Season	ST	N/A	N/A	441.67	530.00
	Bank Holiday		ST	N/A	N/A	520.83	625.00
Castle Park Summerhouse	Mid-week	Low Season	ST	N/A	N/A	350.00	420.00
		High Season	ST	N/A	N/A	416.67	500.00
	Friday & Weekend	Low Season	ST	N/A	N/A	366.67	440.00
		High Season	ST	N/A	N/A	437.50	525.00
	Bank holiday		ST	N/A	N/A	520.83	625.00
Juno package (up to 50 guests)							
Arrival Drink	Per guest		ST	N/A	N/A	4.58	5.50
Canapes	Per guest		ST	N/A	N/A	4.17	5.00
Chair covers or Sash	Per chair		ST	N/A	N/A	1.88	2.25
Gold Pew Ends	Per row		ST	N/A	N/A	11.67	14.00
Standard Ceremony Table Floral display			ST	N/A	N/A	54.17	65.00
Standard Bridal Flowers			ST	N/A	N/A	37.50	45.00
Standard Button Holes	Per guest		ST	N/A	N/A	6.25	7.50
Room Hire			ST	N/A	N/A	350.00	420.00
Venus package (up to 60 guests)							
Arrival Drink	Per guest		ST	N/A	N/A	4.58	5.50

Canapes	Per guest		ST	N/A	N/A	4.17	5.00
Silver 3 course Wedding Breakfast	Per guest		ST	N/A	N/A	33.33	40.00
Half a bottle of wine			ST	N/A	N/A	6.67	8.00
Sparkling wine to toast			ST	N/A	N/A	4.58	5.50
Finger Buffet	Per guest		ST	N/A	N/A	10.00	12.00
Silver Ceremony Table Floral display			ST	N/A	N/A	54.17	65.00
Silver Floral Centre Pieces			ST	N/A	N/A	33.33	40.00
Chair covers or Sash	Per chair		ST	N/A	N/A	1.88	2.25
Top Table, Cake & Gift Table Swagging			ST	N/A	N/A	50.00	60.00
Table Runner			ST	N/A	N/A	2.29	2.75
Additional Evening Guests Finger Buffet	Per guest		ST	N/A	N/A	10.00	12.00
Room Hire			ST	N/A	N/A	437.50	525.00
Aphrodite package (up to 60 guests)			ST	N/A	N/A		
Arrival Drink	Per guest		ST	N/A	N/A	4.58	5.50
Silver Hot and Cold Buffet	Per guest		ST	N/A	N/A	13.75	16.50
DJ			ST	N/A	N/A	300.00	360.00
Candelabra or Lantern Candelabra Centre Piece			ST	N/A	N/A	20.83	25.00
Chair covers or Sash	Per chair		ST	N/A	N/A	1.88	2.25
Table Runner			ST	N/A	N/A	2.29	2.75
LOVE Letters			ST	N/A	N/A	125.00	150.00
Photo Booth			ST	N/A	N/A	458.33	550.00
Magician			ST	N/A	N/A	237.50	285.00
Room Hire			ST	N/A	N/A	725.00	870.00
Castle Hire							
Wedding Breakfast / Reception							
Chapel <u>or</u> Charles Grey room	Mid-week	Low Season	ST	N/A	N/A	1,162.50	1,395.00
		High Season	ST	N/A	N/A	1,162.50	1,395.00

Chapel <u>or</u> Charles Grey room	Friday & Weekend	Low Season	ST	N/A	N/A	1,436.00	1,795.00
		High Season	ST	N/A	N/A	1,436.00	1,795.00
Chapel <u>or</u> Charles Grey room	Bank Holiday		ST	N/A	N/A	1,870.83	2,245.00
Chapel plus Charles Grey Room	Mid-week	Low Season	ST	N/A	N/A	2,083.33	2,500.00
Chapel plus Charles Grey Room		High Season	ST	N/A	N/A	2,083.33	2,500.00
Chapel plus Charles Grey Room	Friday & Weekend	Low Season	ST	N/A	N/A	2,560.00	3,200.00
		High Season	ST	N/A	N/A	2,560.00	3,200.00
	Bank Holiday		ST	N/A	N/A	3,333.33	4,000.00
Ceremony							
Chapel <u>or</u> Charles Grey room	Mid-week	Low Season	ST	N/A	N/A	395.83	475.00
		High Season	ST	N/A	N/A	475.00	570.00
Chapel <u>or</u> Charles Grey room	Friday & Weekend	Low Season	ST	N/A	N/A	495.83	595.00
		High Season	ST	N/A	N/A	595.83	715.00
Chapel <u>or</u> Charles Grey room	Bank Holiday		ST	N/A	N/A	745.83	895.00
Time Extension- till 1am		Low & High Season	ST	N/A	N/A	166.67	200.00
	Bank Holiday		ST	N/A	N/A	208.33	250.00

Charter Hall							
Charter Hall Hire	Per Hour	6am–11pm	EX	92.50	92.50	95.00	95.00
overnight	Per Hour	11pm–6am	EX	185.00	185.00	190.00	190.00
	Per 12 hours	6am–11pm	EX	1,110.00	1,110.00	1,140.00	1,140.00
Sports Hall Hire	Per Hour	6am–11pm	EX	77.08	77.08	80.00	80.00
overnight	Per Hour	11pm–6am	EX	154.17	154.17	160.00	160.00
	Per 12 hours	6am–11pm	EX	925.00	925.00	960.00	960.00
Jack Poole Lounge Hire	Per Hour	6am–11pm	EX	33.33	33.33	35.00	35.00
	Per 12 hours	6am–11pm	EX	400.00	400.00	420.00	420.00
Green Room Hire - One	Per Hour	6am–11pm	EX	16.67	16.67	17.00	17.00
Green Room Hire – Two	Per Hour	6am–11pm	EX	13.33	13.33	14.00	14.00
Forecourt Exhibition	Per Day	Term time	EX	83.33	83.33	100.00	100.00
		School Holiday / Weekends	EX	166.67	166.67	200.00	200.00

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. The decision to implement the proposed fees and charges for Events services will not result in any breach of human rights.

(xx) 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 meeting 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 50p more.

Description of charge	Optional	Optional	VAT Ind	Current 2016/17 Charges excl. VAT (£)	Current 2016/17 Charges incl. VAT (£)	Proposed 2017/18 Charges excl. VAT (£)	Proposed 2017/18 Charges incl. VAT (£)
Leisure Pool							
Leisure Pool (hire)		Session	ST	308.33	370.00	325.00	390.00
Off Peak Swim	Adult	Session	ST	4.58	5.50	4.83	5.80
Off Peak Swim	Concession	Session	ST	4.33	5.20	4.33	5.20
Off Peak Swim	Junior	Session	ST	4.33	5.20	4.58	5.50
Parent & toddler	1 over 3 yrs	Session	ST	5.25	6.30	5.50	6.60
Parent & toddler	1 under 3 yrs	Session	ST	4.42	5.30	4.67	5.60
Parent & toddler	2 over 3 yrs	Session	ST	6.08	7.30	6.33	7.60
Parent & toddler	Pass + 1	Session	ST	1.50	1.80	1.67	2.00

Parent & toddler	Pass + 2	Session	ST	2.33	2.80	2.50	3.00
Peak Swim	Adult	Session	ST	5.00	6.00	5.25	6.30
Peak Swim	Concession	Session	ST	4.33	5.20	4.33	5.20
Peak Swim	Family	Session	ST	19.17	23.00	20.00	24.00
Peak Swim	Concession Family	Session	ST	N/A	N/A	18.16	21.80
Peak Swim	Junior	Session	ST	4.75	5.70	5.00	6.00
Fitness Pool							
Aqua Fun Swim	Adult	Session	ST	4.00	4.80	4.08	4.90
Aqua Fun Swim	Junior	Session	ST	2.92	3.50	3.00	3.60
Fitness Pool Swim	Adult	Session	ST	3.67	4.40	3.75	4.50
Fitness Pool Swim	Concession	Session	ST	2.50	3.00	2.58	3.10
Fitness Pool Swim	Corporate	Session	ST	3.33	4.00	3.67	4.40
Fitness Pool Swim	Junior	Session	ST	2.50	3.00	2.58	3.10
Lane Swim		Session	ST	4.17	5.00	4.25	5.10
Fitness Pool (hire)							
Fitness Pool (hire) (aqua splat)		55 minutes	ST	100.00	120.00	104.17	125.00
Fitness Pool (hire) (gala)		55 minutes	ST	126.67	152.00	130.83	157.00
Fitness Pool (hire) (general)		55 minutes	ST	95.00	114.00	98.33	118.00
Fitness Pool (hire) (school)		55 minutes	ST	1.83	2.20	1.92	2.30
Teaching Pool/Dive Pit (hire)		55 minutes	ST	45.83	55.00	50.00	60.00
Wetside Course							
ASA teachers level 1 Course		Course	EX	370.00	370.00	370.00	370.00
ASA teachers level 2 Course		Course	EX	590.00	590.00	610.00	610.00
One to One Lesson (30 minutes)		Session	EX	21.00	21.00	23.00	23.00
One to One Lesson (45 minutes)		Session	EX	26.00	26.00	28.00	28.00
One to One Lesson (60 minutes)		Session	EX	31.00	31.00	33.00	33.00
One to Two Lesson (30 minutes)		Session	EX	25.00	25.00	27.00	27.00
One to Two Lesson (60 minutes)		Session	EX	35.00	35.00	37.00	37.00
RLSS Pool Lifeguard Course		Course	EX	290.00	290.00	295.00	295.00
Swim School Lesson	Adult	Lesson	EX	7.10	7.10	7.10	7.10
Swim School Lesson	Advanced	Lesson	EX	7.00	7.00	7.50	7.50
Swim School Lesson	Standard	Lesson	EX	5.80	5.80	6.00	6.00
Aqua Springs							

Group Entrance		Session	ST	8.75	10.50	9.17	11.00
Naturist Entrance		Session	ST	10.42	12.50	10.83	13.00
Towel Hire		Item	ST	2.50	3.00	2.50	3.00
Weekday Entrance	Adult	Session	ST	10.42	12.50	10.83	13.00
Weekday Entrance	Corporate	Session	ST	9.58	11.50	10.00	12.00
Weekday Entrance (weekday before 4pm)	Concession	Session	ST	8.75	10.50	9.17	11.00
Weekend Entrance	Adult	Session	ST	12.08	14.50	12.50	15.00
Weekend Entrance	Corporate	Session	ST	11.25	13.50	11.67	14.00
Beauty Therapy - Services							
Body Treatment (deep cleansing back)		Session	ST	21.67	26.00	22.50	27.00
Body Treatment (exfoliation treatment)		Session	ST	21.67	26.00	22.50	27.00
Body Treatment (power wrap)		Session	ST	40.83	49.00	41.67	50.00
Body Treatment (sea mud)		Session	ST	40.83	49.00	41.67	50.00
Eyes (eyebrow shape)		Session	ST	9.17	11.00	9.17	11.00
Eyes (eyebrow tint)		Session	ST	7.50	9.00	7.50	9.00
Eyes (eyebrow shape and tint)		Session	ST	14.17	17.00	15.00	18.00
Eyes (eyelash and eyebrow tint)		Session	ST	15.00	18.00	15.83	19.00
Eyes (eyelash tint)		Session	ST	10.83	13.00	11.67	14.00
Facial (30 min)		Session	ST	22.50	27.00	23.33	28.00
Facial (60 min)		Session	ST	37.50	45.00	38.33	46.00
Facial (bump facial)		Session	ST	37.50	45.00	38.33	46.00
Maintain (back and shoulders)		Session	ST	19.17	23.00	19.17	23.00
Maintain (bikini line)		Session	ST	9.17	11.00	10.00	12.00
Maintain (brazilian)		Session	ST	16.67	20.00	17.50	21.00
Maintain (chest and stomach)		Session	ST	19.17	23.00	19.17	23.00
Maintain (lip or chin)		Session	ST	7.50	9.00	7.50	9.00
Maintain (under arm)		Session	ST	9.17	11.00	9.17	11.00
Maintain (waxing) (full leg)		Session	ST	21.67	26.00	21.67	26.00
Maintain (waxing) (half leg)		Session	ST	15.83	19.00	15.83	19.00
Maintain (whole arm)		Session	ST	13.33	16.00	13.33	16.00
Manicure		Session	ST	25.00	30.00	25.00	30.00
Manicure (luxury)		Session	ST	29.17	35.00	29.17	35.00

Manicure (shape and polish)		Session	ST	12.50	15.00	12.50	15.00
Gel Color (polish)		Session	ST	22.50	27.00	22.50	27.00
Gel Color (upgrade)		Session	ST	12.50	15.00	12.50	15.00
Gel Color (removal)		Session	ST	5.83	7.00	5.83	7.00
Massage (aromatherapy)		Session	ST	41.67	50.00	42.50	51.00
Massage (back, neck, shoulder)		Session	ST	26.67	32.00	27.50	33.00
Massage (full body)		Session	ST	39.17	47.00	40.00	48.00
Massage (reflexology)		Session	ST	41.67	50.00	42.50	51.00
Massage (seated back)		Session	ST	26.67	32.00	27.50	33.00
Massage (shoulder, face, scalp)		Session	ST	26.67	32.00	27.50	33.00
Pedicure		Session	ST	25.00	30.00	25.00	30.00
Pedicure (luxury)		Session	ST	29.17	35.00	29.17	35.00
Pedicure (shape and polish)		Session	ST	12.50	15.00	12.50	15.00
Revive and Renew (weekday)		Session	ST	60.00	72.00	60.83	73.00
Revive and Renew (weekend)		Session	ST	64.17	77.00	65.00	78.00
Spa Day Package (mums to be package)		Session	ST	55.83	67.00	55.83	67.00
Spa Day Packages (spa escape) (weekday)		Session	ST	54.17	65.00	55.83	67.00
Spa Day Packages (spa escape) (weekend)		Session	ST	58.33	70.00	60.00	72.00
Spa Day Packages (spa pamper) (weekday)		Session	ST	68.33	82.00	68.33	82.00
Spa Day Packages (spa pamper) (weekend)		Session	ST	72.50	87.00	72.50	87.00
Spa Day Packages (winter warmer) (weekday)		Session	ST	44.17	53.00	44.17	53.00
Spa Day Packages (winter warmer) (weekend)		Session	ST	48.33	58.00	48.33	58.00
Activa Health and Fitness							
Induction		Session	EX	20.00	20.00	10.00	10.00
Personal Training (30 minutes)		30 minutes	ST	20.83	25.00	20.83	25.00
Personal Training (30 minutes)	Passport	30 minutes	ST	16.67	20.00	16.67	20.00
Personal Training (60 minutes)		60 minutes	ST	29.17	35.00	29.17	35.00
Personal Training (60 minutes)	Passport	60 minutes	ST	25.00	30.00	25.00	30.00

Running Club		Session	EX	3.50	3.50	3.50	3.50
Voucher Sales (4 sessions) (personal training) (30 min)		Session	ST	75.00	90.00	75.00	90.00
Voucher Sales (4 sessions) (personal training) (30 min)	Passport	Session	ST	58.33	70.00	58.33	70.00
Voucher Sales (4 sessions) (personal training) (60 min)		Session	ST	108.33	130.00	108.33	130.00
Voucher Sales (4 sessions) (personal training) (60 min)	Passport	Session	ST	91.67	110.00	91.67	110.00
Voucher Sales (8 sessions) (personal training) (30 min)		Session	ST	141.67	170.00	141.67	170.00
Voucher Sales (8 sessions) (personal training) (30 min)	Passport	Session	ST	108.33	130.00	108.33	130.00
Voucher Sales (8 sessions) (personal training) (60 min)		Session	ST	208.33	250.00	208.33	250.00
Voucher Sales (8 sessions) (personal training) (60 min)	Passport	Session	ST	175.00	210.00	175.00	210.00
Voucher Sales (12 sessions) (personal training) (30 min)		Session	ST	208.33	250.00	208.33	250.00
Voucher Sales (12 sessions) (personal training) (30 min)	Passport	Session	ST	158.33	190.00	158.33	190.00
Voucher Sales (12 sessions) (personal training) (60 min)		Session	ST	308.33	370.00	308.33	370.00
Voucher Sales (12 sessions) (personal training) (60 min)	Passport	Session	ST	258.33	310.00	258.33	310.00
Activa Workout	Adult	60 minutes	EX	7.50	7.50	7.50	7.50
Activa Workout	Disabled	60 minutes	EX	6.00	6.00	6.00	6.00
Activa Workout	Teen Fitness	60 minutes	EX	5.00	5.00	5.00	5.00
Group Fitness Classes							
Line Dancing (2hr)		Session	EX	7.00	7.00	5.00	5.00
Pilates		Session	EX	6.00	6.00	6.00	6.00
Pilates (course)		Course	EX	45.00	45.00	45.00	45.00
Standard Class		Session	EX	6.00	6.00	6.00	6.00
Water Workout (1 hour)		Session	EX	6.00	6.00	6.00	6.00
Water Workout (45 mins)		Session	EX	5.00	5.00	5.00	5.00

Yoga		Session	EX	6.50	6.50	6.50	6.50
LEAP							
Activa Workout	Adult	60 minutes	EX	5.50	5.50	5.50	5.50
Activa Workout	Teen	60 minutes	EX	4.00	4.00		
Aerobic class		Session	EX	6.00	6.00	6.00	6.00
Aqua Springs Entrance		Session	EX	9.50	9.50	9.50	9.50
Fitness Pool Swim		Session	EX	2.80	2.80	2.80	2.80
LEAP Appointment		Session	EX	5.00	5.00	5.00	5.00
Water Mobility	Casual	Session	EX	5.50	5.50	5.50	5.50
Miscellaneous							
Spectator Entrance Fee			ST	0.83	1.00	0.83	1.00
Dryside Admissions							
Active Plus		Session	EX	6.50	6.50	6.70	6.70
Active Plus Aqua Springs add-on		Session	ST	10.08	12.10	10.42	12.50
Badminton	Adult	55 minutes	ST	9.25	11.10	9.42	11.30
Badminton	Corporate	55 minutes	ST	9.08	10.90	9.25	11.10
Badminton	Junior	55 minutes	ST	6.33	7.60	6.50	7.80
Basketball		55 minutes	ST	50.83	61.00	50.83	61.00
Basketball Half Hall		55 minutes	ST	26.67	32.00	26.67	32.00
Endeavour Club		Session	EX	5.00	5.00	5.20	5.20
Football (5-a-side) (sports hall)		55 minutes	ST	51.67	62.00	51.67	62.00
Squash	Adult	45 minutes	ST	7.16	8.60	7.33	8.80
Squash	Corporate	45 minutes	ST	6.33	7.60	6.50	7.80
Squash	Junior	45 minutes	ST	5.33	6.40	5.50	6.60
Table Tennis	Adult	55 minutes	ST	7.00	8.40	7.17	8.60
Table Tennis	Corporate	55 minutes	ST	6.33	7.60	6.50	7.80
Table Tennis	Junior	55 minutes	ST	5.33	6.40	5.50	6.60
Whizz Kids (x1)		Session	EX	4.60	4.60	4.80	4.80
Whizz Kids (x2)		Session	EX	2.70	2.70	2.80	2.80
Dryside Facility Hire							
Badminton Court (hire)	Adult	55 minutes	ST	9.25	11.10	9.42	11.30
Badminton Court (hire)	Junior	55 minutes	ST	6.33	7.60	6.50	7.80
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	60.00	60.00	50.00	50.00
Meeting Room (hire) (double) (2nd hour)		55 minutes	EX	45.00	45.00	35.00	35.00
Outdoor Pitch (hire) (5-a-side)	Adult	55 minutes	ST	34.75	41.70	34.75	41.70
Outdoor Pitch (hire) (5-a-side)	Junior	55 minutes	ST	25.75	30.90	25.75	30.90
Outdoor Pitch (hire) (5-a-side) (x2)	Adult	55 minutes	ST	54.00	64.80	54.00	64.80
Outdoor Pitch (hire) (5-a-side) (x2)	Junior	55 minutes	ST	38.75	46.50	38.75	46.50
Outdoor Pitch (hire) (5-a-side) (x3)	Adult	55 minutes	ST	79.17	95.00	79.17	95.00
Outdoor Pitch (hire) (5-a-side) (x3)	Junior	55 minutes	ST	57.50	69.00	57.50	69.00
Outdoor Pitch (hire) (5-a-side) (x4)	Adult	55 minutes	ST	105.83	127.00	105.83	127.00
Outdoor Pitch (hire) (5-a-side) (x4)	Junior	55 minutes	ST	76.67	92.00	76.67	92.00
Outdoor Pitch (hire) (full pitch)	Adult	55 minutes	ST	54.83	65.80	55.17	66.20
Outdoor Pitch (hire) (full pitch)	Junior	55 minutes	ST	37.25	44.70	37.50	45.00
Sports Hall / Charter Hall (hire)		55 minutes	ST	51.25	61.50	52.75	63.30
Squash Court (hire)	Adult	45 minutes	ST	7.16	8.60	7.33	8.80
Squash Court (hire)	Junior	45 minutes	ST	5.41	6.50	5.50	6.60
Dryside Activities							
Birthday Party (Splash)		Session	ST	120.83	145.00	125.00	150.00
Birthday Party (Sports)		Session	ST	100.00	120.00	125.00	150.00
Birthday Party (Street)		Session	ST	120.83	145.00	125.00	150.00
Street Dance		Session	EX	5.00	5.00	5.00	5.00
Mini Street Dance		Session	EX	3.90	3.90	3.90	3.90
Kids Activities	Price A	Session	EX	5.20	5.20	5.40	5.40
Kids Activities	Price B	Session	EX	6.20	6.20	6.70	6.70
Kids Camp	Extended Day	Session	EX	30.00	30.00	30.50	30.50
Kids Camp	Standard Day	Session	EX	25.00	25.00	25.50	25.50
Base Camp	Price A	Session	EX	31.00	31.00	30.50	30.50
Base Camp	Price B	Session	EX	34.00	34.00	35.50	35.50
Highwoods Sports Centre Sports Hall							

Hire of Hall (sports and events)	Adult	per hour	ST	39.67	47.60	40.00	48.00
Hire of Hall (sports and events)	Junior	per hour	ST	23.33	28.00	24.17	29.00
Hire of Hall (sports and events)	Adult	per hour	ST	39.67	47.60	40.00	48.00
Hire of Hall (sports and events)	Junior	per hour	ST	23.33	28.00	24.17	29.00
Badminton	Club	per hour	ST	9.25	11.10	9.42	11.30
Badminton	Adult	per hour	ST	9.25	11.10	9.42	11.30
Badminton	Junior	per hour	ST	6.33	7.60	6.50	7.80
Table Tennis	Adult	per hour	ST	6.42	7.70	6.50	7.80
Table Tennis	Junior	per hour	ST	4.92	5.90	5.00	6.00
Cricket (2 nets)	Adult	per hour	ST	40.83	49.00	42.08	50.50
Cricket (2 nets)	Junior	per hour	ST	20.67	24.80	21.25	25.50
Cricket (4 nets)	Adult	per hour	ST	48.08	57.70	49.58	59.50
Cricket (4 nets)	Junior	per hour	ST	29.75	35.70	30.67	36.80
Gymnasium							
Hire of Gymnasium (sports and events)	Adult	per hour	ST	30.67	36.80	31.25	37.50
Hire of Gymnasium (sports and events)	Junior	per hour	ST	18.17	21.80	18.67	22.40
Badminton	Club	per hour	ST	9.25	11.10	9.42	11.30
Badminton	Adult	per hour	ST	9.25	11.10	9.42	11.30
Badminton	Junior	per hour	ST	6.33	7.60	6.50	7.80
Table Tennis	Adult	per hour	ST	6.42	7.70	6.50	7.80
Table Tennis	Junior	per hour	ST	4.83	5.80	5.00	6.00
Field Area							
5-a-side Football pitch	Adult	per pitch	ST	16.67	20.00	17.17	20.60
5-a-side Football pitch	Adult	per pitch	ST	16.67	20.00	17.17	20.60
5-a-side Football pitch	Junior	per pitch	ST	11.83	14.20	12.17	14.60
5-a-side Football pitch	Junior	per pitch	ST	11.83	14.20	12.17	14.60
7-a-side Football pitch	Junior	per match	ST	20.00	24.00	20.42	24.50
7-a-side Football pitch (col villa)	Junior	per match	ST	17.83	21.40	18.33	22.00
9-a-side Football pitch	Junior	per match	ST	24.75	29.70	25.42	30.50
9-a-side Football pitch (col villa)	Junior	per match	ST	22.25	26.70	22.83	27.40
Football Training grid	Adult	per pitch	ST	11.96	14.35	12.33	14.80
Football Training grid	Junior	per hour	ST	7.58	9.10	7.92	9.50
Football Training grid	Adult	per pitch	ST	11.96	14.35	12.33	14.80

Football Training grid	Junior	per hour	ST	7.58	9.10	7.92	9.50
Full size pitch	Adult	per match	ST	54.08	64.90	54.58	65.50
Full size pitch	Junior	per match	ST	31.25	37.50	31.67	38.00
Floodlit Area Management							
Football (weekday)	Adult	per hour	ST	15.25	18.30	15.67	18.80
Football (weekday)	Junior	per hour	ST	13.08	15.70	13.33	16.00
Football (weekend)	Adult	per hour	ST	13.58	16.30	14.00	16.80
Football (weekend)	Junior	per hour	ST	10.92	13.10	11.25	13.50
Netball (weekday)	Adult	per hour	ST	13.08	15.70	13.42	16.10
Netball (weekday)	Junior	per hour	ST	9.00	10.80	9.25	11.10
Netball (weekend)	Adult	per hour	ST	11.25	13.50	11.58	13.90
Netball (weekend)	Junior	per hour	ST	7.33	8.80	7.50	9.00
Floodlit Area Casual							
Netball (weekday)	Adult	per hour	ST	13.08	15.70	13.42	16.10
Netball (weekday)	Junior	per hour	ST	9.00	10.80	9.25	11.10
Netball (weekend)	Adult	per hour	ST	11.25	13.50	11.58	13.90
Netball (weekend)	Junior	per hour	ST	7.33	8.80	7.50	9.00
Tennis court	Adult	per hour	ST	7.17	8.60	7.33	8.80
Tennis court	Junior	per hour	ST	3.83	4.60	3.92	4.70
Combined price	Adult & Junior	per hour	ST	5.17	6.20	5.33	6.40
Miscellaneous							
Hire of Equipment			ST	2.50	3.00	2.50	3.00
Deposit for Equipment			ST	1.67	2.00	1.67	2.00
Activity Hall							
Hire of Hall (whole)	Adult	per hour	ST	24.83	29.80	25.50	30.60
Hire of Hall (whole)	Junior	per hour	ST	20.42	24.50	21.00	25.20
Hire of Hall (two thirds)		per hour	ST	16.67	20.00	17.17	20.60
Hire of Hall (two thirds)		per hour	ST	16.67	20.00	17.17	20.60
Hire of Hall (one third)		per hour	ST	8.33	10.00	8.58	10.30
Hire of Hall (one third)		per hour	ST	8.33	10.00	8.58	10.30
Seminar Room							
Hire of Room		per hour	ST	14.17	17.00	14.17	17.00
Fitness Centre							
Fitness Centre Workout	Adult	per hour	ST	4.08	4.90	4.25	5.10

Fitness Centre Workout	Junior	per hour	ST	2.67	3.20	2.75	3.30
Gold Card	Adult	12 months	ST	200.00	240.00	200.00	240.00
Silver Card	Adult	3 months	ST	60.00	72.00	60.00	72.00
Bronze Card	Adult	1 month	ST	22.50	27.00	20.83	25.00
Induction	Adult	per person	EX	10.00	10.00	10.00	10.00
Induction	Junior	per person	EX	10.00	10.00	10.00	10.00
Re-Induction		per person	EX	10.00	10.00	10.00	10.00
Sessions							
Fitness circuit training	Adult	per person	EX	4.80	4.80	4.90	4.90
Birthday Parties							
Tots		per party	ST	112.50	135.00	112.50	135.00
Supertots		per party	ST	125.00	150.00	125.00	150.00
Fun Zone		per party	ST	112.50	135.00	112.50	135.00
Superfun		per party	ST	125.00	150.00	125.00	150.00
Sports		per party	ST	100.00	120.00	100.00	120.00
Sports Courses							
Infant Soccer		per session	EX	4.50	4.50	4.70	4.70
Trampoline		per session	EX	4.50	4.50	4.70	4.70
Tiptree Sports Centre Sports Hall							
Hire of Hall (sports and events)	Adult	Hour	ST	39.67	47.60	40.00	48.00
Hire of Hall (sports and events)	Junior	Hour	ST	23.33	28.00	24.17	29.00
Hire of Hall (sports and events)	Adult	Hour	ST	39.67	47.60	40.00	48.00
Hire of Hall (sports and events)	Junior	Hour	ST	23.33	28.00	24.17	29.00
Badminton	Club	Hour	ST	9.25	11.10	9.42	11.30
Badminton	Adult	Hour	ST	9.25	11.10	9.42	11.30
Badminton	Junior	Hour	ST	6.33	7.60	6.50	7.80
Hire of Hall (sports and events)	Adult	Hour	ST	39.67	47.60	40.00	48.00
Gymnasium							
Hire of Gymnasium (sports and events)	Adult	Hour	ST	24.50	29.40	25.17	30.20
Hire of Gymnasium (sports and events)	Junior	Hour	ST	19.83	23.80	20.33	24.40
Badminton	Adult	Hour	ST	9.25	11.10	9.42	11.30

Badminton	Junior	Hour	ST	6.33	7.60	6.50	7.80
Table Tennis	Adult	Hour	ST	6.42	7.70	6.50	7.80
Table Tennis	Junior	Hour	ST	4.83	5.80	5.00	6.00
Squash Courts							
Squash	Club	45 mins	ST	7.17	8.60	7.33	8.80
Squash	Junior	45 mins	ST	5.42	6.50	5.50	6.60
Dance Studio / Community Hall							
Hall hire	Adult	Hour	ST	18.58	22.30	19.17	23.00
Hall hire	Junior	Hour	ST	15.42	18.50	15.83	19.00
Dancing	Adult	Hour	ST	18.58	22.30	19.17	23.00
Dancing	Junior	Hour	ST	15.42	18.50	15.83	19.00
Aerobics	Adult	Hour	ST	18.58	22.30	19.17	23.00
Martial Arts	Adult	Hour	ST	18.58	22.30	19.17	23.00
Martial Arts	Adult	Hour	ST	18.58	22.30	19.17	23.00
Martial Arts	Junior	Hour	ST	15.42	18.50	15.83	19.00
Martial Arts	Junior	Hour	ST	15.42	18.50	15.83	19.00
Fitness Centre							
Fitness Centre Workout	Adult	Hour	ST	4.08	4.90	4.25	5.10
Fitness Centre Workout	Junior	Hour	ST	2.67	3.20	2.75	3.30
Fitness Centre (Gold Card)	Adult	12 months	ST	200.00	240.00	200.00	240.00
Fitness Centre (Silver Card)	Adult	3 months	ST	60.00	72.00	60.00	72.00
Fitness Centre (Bronze Card)	Adult	1 month	ST	22.50	27.00	20.83	25.00
Fitness Centre - Induction Course	Adult	Head	EX	10.00	10.00	10.00	10.00
Fitness Centre - Induction Course	Junior	Head	EX	10.00	10.00	10.00	10.00
Multi-Use Games Area							
Netball - per court - weekday	Adult	Hour	ST	13.08	15.70	13.42	16.10
Netball - per court - weekday	Junior	Hour	ST	9.00	10.80	9.25	11.10
Netball - per court - weekend	Adult	Hour	ST	11.25	13.50	11.58	13.90
Netball - per court - weekend	Junior	Hour	ST	7.33	8.80	7.50	9.00
Tennis - per court	Adult	Court	ST	7.17	8.60	7.33	8.80
Tennis - per court	Junior	Court	ST	3.83	4.60	3.92	4.70
Tennis Combined Price	Adult & Junior	Court	ST	5.17	6.20	5.33	6.40
Artificial Turf Pitch Management bookings							

Whole Area (11-a-side matches only) weekday	Adult	Match	ST	68.33	82.00	69.17	83.00
Whole Area (11-a-side matches only) weekday	Junior	Match	ST	51.50	61.80	52.33	62.80
Whole Area (11-a-side matches only) weekend	Adult	Match	ST	58.33	70.00	58.33	70.00
Whole Area (11-a-side matches only) weekend	Junior	Match	ST	43.75	52.50	43.75	52.50
Whole Area (4 x 5-a-side pitches) wd	Adult	Hour	ST	98.67	118.40	100.00	120.00
Whole Area (4 x 5-a-side pitches) wd	Junior	Hour	ST	65.83	79.00	66.67	80.00
Whole Area (4 x 5-a-side pitches) we	Adult	Hour	ST	91.67	110.00	91.67	110.00
Whole Area (4 x 5-a-side pitches) we	Junior	Hour	ST	61.00	73.20	61.00	73.20
5-a-side - per pitch - weekday	Adult	Hour	ST	29.33	35.20	30.00	36.00
5-a-side - per pitch - weekday	Junior	Hour	ST	19.92	23.90	20.42	24.50
5-a-side - per pitch - weekend	Adult	Hour	ST	26.67	32.00	27.08	32.50
5-a-side - per pitch - weekend	Junior	Hour	ST	18.00	21.60	18.50	22.20
half area (2 x 5-a-side pitches) - wd	Adult	Hour	ST	51.67	62.00	51.67	62.00
half area (2 x 5-a-side pitches) - wd	Junior	Hour	ST	35.00	42.00	35.00	42.00
half area (2 x 5-a-side pitches) - we	Adult	Hour	ST	47.08	56.50	47.08	56.50
half area (2 x 5-a-side pitches) - we	Junior	Hour	ST	30.83	37.00	30.83	37.00
Grass Pitches							
Football pitch - full size	Adult	Match	ST	54.08	64.90	54.58	65.50
Football pitch - full size	Junior	Match	ST	31.25	37.50	31.67	38.00
training area (not marked)	Adult	Hour	ST	11.92	14.30	12.25	14.70
training area (not marked)	Junior	Hour	ST	7.58	9.10	7.75	9.30
7 a side Match	Adult		ST	20.00	24.00	20.42	24.50
Sessions							
Adult Climbing	Adult	Session	EX	7.10	7.10	7.10	7.10
Men's Keep Fit	Adult	Session	ST	3.67	4.40	3.75	4.50
Pay and Play Squash	Adult	Session	ST	3.25	3.90	3.33	4.00
Tots Session	Junior	Session	ST	2.25	2.70	2.42	2.90
Unsupervised Climbing 60 Min		Session	ST	4.92	5.90	5.08	6.10
Unsupervised Climbing 30 Min		Session	ST	3.83	4.60	3.92	4.70
Spinning classes (45 min)	Adult	Session	EX	4.40	4.40	4.50	4.50
Birthday Parties							

Tots		2 Hours	ST	112.50	135.00	112.50	135.00
Fun Zone		2 Hours	ST	112.50	135.00	112.50	135.00
Sports Party		2 Hours	ST	100.00	120.00	100.00	120.00
Climbing		2 Hours	ST	95.83	115.00	95.83	115.00
Sports Courses							
Trampolining	per session		EX	4.50	4.50	4.60	4.60
Climbing	per session		EX	6.80	6.80	6.90	6.90
Seminar Room							
Hire of Seminar Room		per hour	EX	15.83	15.83	15.00	15.00
Miscellaneous							
Hire of Equipment	Standard		ST	2.50	3.00	2.50	3.00
Deposit for Equipment	Standard		ST	2.08	2.50	1.67	2.00
Showers			ST	3.33	4.00	3.42	4.10
Tennis							
Tennis Booking (casual)	Adult	Hour	ST	7.17	8.60	7.33	8.80
Tennis Booking (casual)	Junior	Hour	ST	3.83	4.60	3.92	4.70
Tennis Booking (casual)	Combined	Hour	ST	5.17	6.20	5.33	6.40
Memberships							
Winter Membership	Adult	Item	ST	50.00	60.00	51.67	62.00
Winter Membership	Junior	Item	ST	25.00	30.00	25.83	31.00
Winter Membership	Family	Item	ST	120.00	144.00	121.67	146.00
Summer Membership	Adult	Item	ST	91.67	110.00	93.33	112.00
Summer Membership	Junior	Item	ST	50.00	60.00	51.67	62.00
Summer Membership	Family	Item	ST	226.67	272.00	233.33	280.00
Annual Membership	Adult	Item	ST	129.17	155.00	131.67	158.00
Annual Membership	Junior	Item	ST	62.50	75.00	63.33	76.00
Annual Membership	Family	Item	ST	306.67	368.00	312.50	375.00
Hire							
Individual Coaching	Hire	Hour	ST	2.91	3.50	3.00	3.60
Group Coaching	Hire	Hour	ST	5.83	7.00	6.00	7.20
Racquet & Ball	Hire		ST	2.50	3.00	2.50	3.00
Sales							
Tennis Balls			ST	5.00	6.00	5.17	6.20

Equality, Diversity and Human Rights implications

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