

FEES AND CHARGES

APPENDIX A

- (i) Civic Events 2023-24
- (ii) Land Charges, Electoral Services from 1 January 2023 and Freedom of Information
- (iii) Sports Grounds, Beach Huts, Countryside Sites and Open Spaces Events – January 2023
- (iv) Market and Street Trading 2023-24
- (v) Neighbourhood Staff 2023-24
- (vi) Street Naming and Numbering 2023-24
- (vii) Museums 2023-24
- (viii) Visitor Information Centre 2023-24
- (ix) Private Sector Housing 2023-24
- (x) Planning Services
- (xi) Building Control Service 2023-24
- (xii) Parking Services 2023-24
- (xiii) Environmental Health and Licensing Services 2023-24
- (xiv) Recycling and Trade Services, Fixed Penalty Notices 2023-24
- (xv) Cemetery and Crematorium 2023-24
- (xvi) Sport and Leisure from 1 January 2023

VAT Indicators

The VAT indicators in the schedules are as follows:

ST = Standard Rated

EX = Exempt

NB = Non Business

ZR = Zero Rated

(i) Civic Events

Introduction

It is proposed that the current levels of fees and charges for the Mayor Making Lunch, Opening of the Oyster Fishery and the Oyster Feast be increased by approximately ten per cent to reflect increased charges by suppliers.

There have been occasions in the past where the Opening of the Oyster Fishery was held at Cudmore Grove Country Park rather than using a boat. Should future plans involve the hosting of the Opening of the Oyster Fishery at Cudmore Grove Country Park, an alternative charge of £68 per person (including VAT) for the event is applied.

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Mayor Making Lunch	Per Person		ST	30.00	36.00	33.33	40.00
Opening of the Oyster Fisheries	Per Person		ST	72.50	87.00	80.00	96.00
Oyster Feast	Per Person		ST	81.67	98.00	91.67	110.00

Equality, Diversity and Human Rights implications

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

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

Local Land Charges

Introduction

Legislation requires fees are calculated on a cost recovery basis. VAT is applicable on all charges except for the LLC1 element

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Residential/Commercial			ST	138.92	162.50	159.45	186.72
(CON 29R + LLC1)							
LLC1			NB	21.00	21.00	23.10	23.10
CON 29 O Questions 4-21			ST	10.50	12.60	11.55	13.50
Con 29 O Question 22			ST	14.00	16.80	14.00	16.80
Con 29 R Residential/Commercial			ST	117.92	141.50	136.35	163.62
Additional written enquiries per question			ST	21.00	25.20	23.10	27.72

Additional Land Parcels per extra assessment Con29 and LLC1	ST	15.75	18.90	17.32	20.78
Additional Land Parcels per extra assessment LLC1	NB	5.25	5.25	5.77	5.77
Copy documents (per document)	NB	21.00	21.00	23.10	23.10

Electoral Services

Introduction

Fees chargeable for Registers are fixed by statute and the Council does not have any ability to change these. The only discretion is in relation to certificate of registration letters where the opportunity has been taken to increase this.

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
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Electoral Services

Register (Paper copies)	Additional charge of £5.00 per 1000 names						
Flat rate administration fee £10.00			ST	8.33	10.00	8.33	10.00
Register data	Additional charge of £1.50 per 1000 names						
Flat rate administration fee £20.00			ST	16.67	20.00	16.67	20.00
Certificate of registration			ST	20.83	25.00	24.00	30.00

Freedom of Information Requests

Introduction

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

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

Introduction

Sports

The changes proposed (increase by 6%) aim to ensure that sites and facilities remain competitive in the market, whilst demonstrating value for money for customers and encouraging the healthy agenda.

Access Licenses will be increased by 6%.

Highwoods and Countryside

- Car Parking charges have been reviewed. Considering the continued high levels of use, we have introduced a Highwoods Annual Permit to increase value for money.
- In reviewing the educational and hire offer of the sites, along with children's craft and family events, we have decided to keep charges the same as 21/22.
- It is proposed to increase fishing permit charges by 9.9%.
- There is no proposed change to equipment hire and service charges, except for overnight security.

Allotment

No increase in charges is proposed.

Beach Hut Rents

Increasing by 9.9% in line with inflation except for commercial hire of beach huts which will be increased by 110%.

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
FOOTBALL, RUGBY and HOCKEY							
Full size - casual - all days	Adult per match		ST	62.42	74.90	66.17	79.40
Full size - casual - all days	Junior per hour		ST	19.67	23.60	23.50	28.20
Weekend Use	Adult per match		ST	0.00	0.00	71.67	86.00
Weekend Use	Junior per match		ST	0.00	0.00	26.67	32.00
9-a-side football	Per hour		ST	19.67	23.00	20.33	24.40
7-a-side or mini rugby/hockey - all days	Per hour		ST	18.00	21.60	19.08	22.90
Training grid - all days	Adult per hour		ST	14.58	17.50	15.50	18.50
Training grid - all days	Junior per hour		ST	9.42	11.30	10.00	12.00
Training pitch (7 a side or half full pitch) - all days	Per hour		ST	12.00	14.40	12.42	14.90
American Football Pitch	Per match		ST	29.92	35.90	31.75	38.00

BOWLS

Season ticket	Per member		ST	102.58	123.10	108.75	130.50
Season ticket	Per member	Discounted	ST	75.25	90.30	79.83	95.80
Adult weekend season ticket (1/2 full price)	Per member		ST	51.33	61.60	54.42	65.30
Adult weekend season ticket (1/2 full price)	Per member	Discounted	ST	37.67	45.20	40.00	48.00
Weekend family ticket	Both partners and under 16 offspring		ST	98.33	118.00	104.25	125.00
Weekend family ticket	Both partners and under 16 offspring	Discounted	ST	72.67	87.20	77.08	92.50
Junior bowls	Under 16's		ST	72.67	87.20	77.08	92.50
Junior bowls membership	Under 16's	Discounted	ST	56.42	67.70	59.83	71.80

CRICKET

Pitch - casual - weekday	All day	from 11am	ST	75.25	90.30	79.83	95.80
Pitch - casual - weekday	Half day	from 1pm	ST	51.33	61.60	57.08	68.50
Pitch - casual - weekend & B/H	All day	from 11am	ST	83.75	100.50	88.83	106.60
Pitch - casual - weekend & B/H	Half day	from 1pm	ST	56.42	67.70	59.83	71.80
Pitch - casual - weekday	Junior per hour		ST	18.83	22.60	20.00	24.00
Practice nets	Per 4 hours		ST	11.17	13.40	11.92	14.30

CYCLING

Grass track - club use - all days			ST	48.53	58.23	51.50	61.80
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TENNIS

Lawn Tennis Club Season Charge			EX	976.39	976.39	1035.00	1035.00
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ROUNDERS

Pitch - all days	Adult	Per hour	ST	24.00	28.80	25.50	30.60
Pitch - all days	Junior	Per hour	ST	13.75	16.50	14.58	17.50

ATHLETICS Shrub End Sports Ground

Long jump	Jnr/Educ.	Per hour	ST	13.25	15.90	14.08	16.90
Running track 300m oval	Shrub End	Per hour	ST	25.67	30.80	27.25	32.70
Running track 4 land 100m straight	Shrub End/ Old Heath	Per hour	ST	17.17	20.60	18.25	27.90
* Education Use - restricted to school day	9am– 3:30pm	Term time					
Sports Day Base Charge	Shrub End Only		ST	47.00	56.40	49.83	59.80

Other Misc. Open Space Costs

Permit for regular commercial use of POS for bootcamps/fitness classes	Up to 25 people – hourly use		ST	6.67	8.00	7.08	8.50
Permit for commercial use of POS for small activities	25-50 people – hourly use		ST	17.50	21.00	18.58	22.30
Permit for commercial use of POS for small activities	50-75 people – hourly use		ST	32.50	39.00	34.50	41.40
Use of POS for compounds etc	Per m2		ST	0.00	0.00	8.33	10.00
Access Licenses							
Pedestrian Access			EX	47.49	47.49	50.40	50.40
Vehicle & Pedestrian Access			EX	94.99	94.99	100.70	100.70
Vehicle Parking & Pedestrian Access			ST	139.12	166.94	147.50	177.00

High Woods Country Park, Castle Park and Countryside Sites Fishing (closed 15 March to 15 June incl)							
High Woods Country Park	Adult	Season	ST	51.67	62.00	56.83	68.20
High Woods Country Park	Junior	Season	ST	30.00	36.00	33.00	39.60
High Woods Country Park	Adult	Half Season	ST	0.00	0.00	28.42	34.10
High Woods Country Park	Junior	Half Season	ST	0.00	0.00	0.00	0.00
High Woods Country Park	Adult	Day	ST	9.58	11.50	10.58	12.70
High Woods Country Park	Junior	Day	ST	6.25	7.50	6.92	8.30
Activities							
Children's Craft / Environmental Activity / Natural History Event	2 hours		EX	5.50	5.50	5.50	5.50
Family Self-Guided Event			EX	1.00	1.00	1.00	1.00
Forest Schools - Site hire by other groups	Low user – up to 2.5 days per week	Hire for a year	EX	241.00	241.00	248.00	248.00
Forest Schools - Site hire by other groups	High user – over 2.5 days per week	Hire for a year	ST	286.67	344.00	294.17	344.00

Forest Schools - Site hire by other groups	Low user – up to 2.5 days per week	Hire for a term	EX	83.00	83.00	86.00	86.00
Forest Schools - Site hire by other groups	High user – over 2.5 days per week	Hire for a term	ST	110.00	132.00	113.33	132.00
Forest Schools - Site hire by other groups		Hire per half day	EX	21.67	26.00	22.50	26.00
Forest Schools – Commercial surcharge additional charge		All hire	EX	67.00	67.00	69.00	69.00
Environmental Education session (Led by Education Officer/Ranger) (includes bonus equipment set hire) 2hours 15 min - 35 Max	Per pupil	Min charge £100 (equivalent 20pp)	EX	5.00	5.00	6.00	6.00
Environmental Education session - Additional charge per pupil beyond maximum			EX	1.00	1.00	1.00	1.00
Hire of educational equipment			ST	22.50	27.00	22.50	27.00

Venue Hire / Ground rents

Hire of High Woods Country Park and Castle Park Meeting Rooms and Visitor Centre	Per hour		EX	10.50	10.50	11.60	11.60
High Woods Country Park/ Countryside site - Ground Rent	Per hour	Negotiable	ST	43.58	52.30	47.92	57.50
Hire of Lower Bowls Pavilion and Green	Per hour	Negotiable	ST	43.58	52.30	47.92	57.50
Hire of Bandstand - Castle Park	Per hour	Negotiable	ST	43.58	52.30	47.92	57.50
Bandstand Charitable rate	Per hour	Negotiable	ST	NEW	NEW	23.96	28.75
Hollytrees Lawn - Ground Rent	Per hour	negotiable	ST	43.58	52.30	47.92	57.50
Hollytrees Meadow - Ground Rent	Per Hour	negotiable	ST	62.42	74.90	68.67	82.40
Castle Bailey - Ground Rent	Pe Hour	negotiable	ST	62.42	74.90	68.67	82.40
Upper Park Slopes – Ground Rent	Per Hour	negotiable	ST	83.75	100.50	92.08	110.52
Lower Park – Ground Rent	Per Hour	negotiable	ST	130.75	156.90	143.75	172.50
Staff/labour cost to support Outdoor Events	Per hour		EX	45.20	45.20	49.70	49.70
Helicopter Landings – Castle Park	Per occasion		ST	104.25	125.10	114.58	137.50

Commercial Photography	Per occasion	Negotiable	EX	314.80	314.80	346.00	346.00
Commercial Filming	Per occasion	Negotiable	EX	629.60	629.60	692.00	692.00
High Woods Country Park & Port Lane Car Parking							
All days	Up to 2 hours		ST	0.83	1.00	0.83	1.00
All days	2 – 4 hours		ST	2.67	3.20	2.67	3.20
All days	Over 4 hours		ST	6.00	7.20	6.00	7.20
Annual Permit			ST	NEW	NEW	41.67	50.00
Castle Park – Equipment Hire & Service Charges							
Electric Supply	Per day	3 phase 63 amp per socket	ST	148.17	177.80	148.17	177.80
Electric Supply	Per day	13 amp per socket	ST	6.25	7.50	6.25	7.50
Electric Supply	Per day	63 amp per socket	ST	44.33	53.20	44.33	53.20
Electric Supply	Per day	32 amp per socket	ST	24.92	29.90	24.92	29.90

Electric Supply	Per day	16 amp per socket	ST	12.42	14.90	12.42	14.90
Water	Per day	standpipe	ST	26.67	32.00	26.67	32.00
White Line Marker	Per occasion	Groundsman Type	ST	6.08	7.30	6.08	7.30
Road Pins	Per 10		ST	3.08	3.70	3.08	3.70
Road Pins	Per 10 hire per day		ST	0.42	0.50	0.42	0.50
PA System	Per day		ST	62.75	75.30	62.75	75.30
Tables	each	trestle	ST	7.50	9.00	7.50	9.00
Chairs	each		ST	2.58	3.10	2.58	3.10
Temporary Fencing	Per panel delivered	1m x 2.5m	ST	2.25	2.70	2.25	2.70
Temporary Fencing	Per Panel Installed	1m x 2.5m	ST	6.67	8.00	6.67	8.00
Temporary Fencing	Per Panel Hire per day	1m x 2.5m	ST	0.42	0.50	0.42	0.50
Overnight Security	1 x security guard	Per night	ST	309.42	371.30	340.08	408.10

Allotment Plot Fees							
Full rate charges							
Plot rent per m2			EX	0.34	0.34	0.34	0.34
Water charges per m2			EX	0.16	0.16	0.16	0.16
Total plot rent			EX	0.50	0.50	0.50	0.50
Concessionary rate charges							
Plot rent per m2			EX	0.30	0.30	0.30	0.30
Water charges per m2			EX	0.16	0.16	0.16	0.16
Total plot rent			EX	0.46	0.46	0.46	0.46
Trees							
Inspection on non-council land (per hour) with verbal feedback			ST	NEW	NEW	60.00	72.00
Detailed recommendation/condition report following inspection			ST	NEW	NEW	350.00	420.00
Low level tree work (half day)			ST	NEW	NEW	250.00	300.00
Low level tree work (full day)			ST	NEW	NEW	500.00	600.00
Ad hoc tree/branch lifting (1hr)			ST	NEW	NEW	75.00	90.00
Tree Planting (supply and plant)			ST	NEW	NEW	200.00	240.00
Tree Watering & Aftercare up to 5 years			ST	NEW	NEW	0.00	0.00

Beach Hut Fees							
Plot rental							
Resident - Large Front Row			ST	245.50	294.60	269.83	323.80
Resident - Small Front Row			ST	165.92	199.10	182.42	218.90
Resident - Large Other Row			ST	216.00	259.20	237.42	284.90
Resident - Small Other Row			ST	145.33	174.40	159.75	191.70
Non-Resident - Large Front Row			ST	412.33	494.80	453.17	543.80
Non-Resident - Small Front Row			ST	279.92	335.90	307.67	369.20
Non-Resident - Large Other Row			ST	369.17	443.00	405.75	486.90
Non-Resident - Small Other Row			ST	250.58	300.70	275.42	330.50
Plot rental - Concession							
Resident - Large Front Row			ST	180.67	216.80	198.58	283.30
Resident - Small Front Row			ST	124.67	149.60	137.08	164.50
Resident - Large Other Row			ST	160.08	192.10	176.00	211.20
Resident - Small Other Row			ST	106.08	127.30	116.67	140.00
Non-Resident - Large Front Row			ST	310.33	372.40	341.08	409.30
Non-Resident - Small Front Row			ST	201.33	241.60	221.33	265.60
Non-Resident - Large Other Row			ST	279.92	335.90	307.67	369.20
Non-Resident - Small Other Row			ST	174.75	209.70	192.08	230.50

Plot rental for the commercial hire of beach huts							
Resident - Large Front Row			ST	653.42	784.10	1372.25	1646.70
Resident - Small Front Row			ST	441.75	530.10	927.75	1113.30
Resident - Large Other Row			ST	575.00	690.00	1207.50	1449.00
Resident - Small Other Row			ST	390.25	468.30	819.58	983.50
Transfers							
Transfer Fee Concession			ST	277.08	332.50	304.58	365.50
Transfer Fee (except Concession)			ST	332.42	398.90	365.33	438.40
Other Relevant Fees							
Deck Chair Hire	X09	Year	ST	174.42	209.30	191.75	230.10
Sailing Board Club	X11	Year	ST	367.25	440.70	403.67	484.40
Large Front Row Charity	X13	Year	ST	105.58	126.70	116.08	139.30

Equality, Diversity and Human Rights implications

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

(iv) Market and Street Trading

Introduction

For Markets, the recommendation is to retain the current charges to ensure that pitches remain competitive in the local market and to help support traders.

The electric hook up charge has been uplifted to £4 to reflect increasing utility prices.

Street Trading to be increased by the guideline (9.9%) and rounded up to nearest 10p.

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Market Pitches for High Street							
Small	2.5m x 2.5m		EX	20.00	20.00	20.00	20.00
Standard	3m x 3m		EX	25.00	25.00	25.00	25.00
Large	5m x 3m		EX	35.00	35.00	35.00	35.00
Extra Large	10m x 3m		EX	60.00	60.00	60.00	60.00

[illegible]

(v) Neighbourhood Staff

Introduction

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

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Neighbourhood Charges							
Neighbourhood Operative	Hourly	Plus disposal costs	ST	37.78	37.78	37.78	45.40
Neighbourhood Warden	Hourly	Plus disposal costs	ST	45.88	45.88	45.88	55.10
Neighbourhood Warden plus van	Hourly	Plus disposal costs	ST	0.00	0.00	45.88	55.10
Neighbourhood Manager	Hourly		ST	0.00	0.00	46.40	55.70

Operations Manager	Hourly	Plus disposal costs	ST	0.00	0.00	117.14	140.60
Vehicle (3.5t) plus driver	Hourly	Plus disposal costs	ST	52.50	52.50	52.50	63.00
Vehicle (3.5t) plus driver and operative	Hourly	Plus disposal costs	ST	83.78	83.78	86.20	103.50
Vehicle (7.5t) plus driver and operative	Hourly	Plus disposal costs	ST	86.58	86.58	95.68	114.90
Vehicle (refuse) plus driver and two operatives	Hourly	Plus disposal costs	ST	150.37	150.37	166.17	199.50
Sweeper	Hourly	Plus disposal costs	ST	72.03	72.03	73.91	88.70
Jet wash plus operative	Hourly	Plus disposal costs	ST	45.51	45.51	46.51	55.90
Jet wash plus two operatives	Hourly	Plus disposal costs	ST	76.79	76.79	78.89	94.70

Equality, Diversity and Human Rights implications

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

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

(vi) Street Naming and Numbering

Introduction

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

For Street Naming and Numbering this charge covers:

The Naming and numbering of new properties (including conversions).

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

Charges are aimed at services delivered to Developers and non-domestic development, and services often provided to local residents (such as adding a house name to a single property) will remain free of charge.

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Street Name Change	Each		NB	205.00	205.00	225.00	225.00
Plot Change	Each	£102 minimum charge	NB	25.50	25.50	28.00	28.00

Numbering / Naming new dwelling	Each		NB	101.50	101.50	111.00	111.00
New Street Name	Each		NB	410.00	410.00	420.00	420.00
Equality, Diversity and Human Rights implications							
We have fully considered the equality and diversity impacts of our fees and charges and conclude that there are no adverse impacts that cannot be appropriately mitigated.							

(vii) Museums

Introduction

Colchester Borough Council has three Museums. Hollytrees and Natural History Museum are free to the public and there is no proposal to change that. The Castle is a charged for attraction and the income is important, allowing for sustainability and investment in this iconic historic asset. Prices were increased modestly in 2022/23. Inflationary increases of nearer 10% are proposed for 2023/24. This increase will have a positive effect on income and reflect much increased running costs, although the service will need to be vigilant to signs of price resistance.

School prices have been increased following the CPI increment.

Tour prices have also been increased for adults and children.

The introduction of Castle passes following the redevelopment in 2014 were extended last year to those living out of borough for a small additional fee, reflected here with the inflationary increase.

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

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Castle Admission Charges, Tours and Tablet Hires at the Castle							

Individual	Annual Membership for any visitor on opting-in / signing up						
Adult			ST	9.37	11.25	10.41	12.50
Student			ST	6.04	7.25	6.62	7.95
Child	4 – 16 years	0 – 3 free	ST	5.20	6.25	5.79	6.95
Concession			ST	6.04	7.25	6.04	7.25
Saver tickets	Annual Pass for any visitor on opting-in / signing up						
	2 x adults plus 2 x children/ concessions		ST	25.00	30.00	27.45	32.95
	2 x adult plus 1 child/ concession		ST	20.83	25.00	22.91	27.50
	1 x adult plus 3 x children/ concessions		ST	21.67	26.00	23.75	28.50

Group	12+ people: Negotiable			Guideline	prices		
Adult			ST	6.62	7.95	7.29	8.75
Child	4 – 16 years	0 – 3 free	ST	3.75	4.50	4.12	4.95
Concession/student			ST	4.12	4.95	4.58	5.50
Tours							
Adult			ST	2.91	3.50	3.20	3.85
Child	4 – 16 years	0 – 3 free	ST	1.67	2.00	1.87	2.25
Tablet Hire	2020-21 prices held						
All hires			ST	0.83	1.00	0.83	1.00
Castle pass (non-borough add-on, new)							
Child	4 – 16 years	0 – 3 free	ST	7.04	8.45	7.70	9.25
Adult			ST	12.45	14.95	14.58	17.50
Conc			ST	8.29	9.95	9.58	11.50
Student				8.29	9.95	9.58	11.50
Saver 2+2			ST	32.5	39	35.79	42.95
Saver 2+1				29.16	35.00	29.16	35.00

Saver 1+3				29.16	35.00	32.08	38.50
School Admissions	VAT Exempt						
Colchester Castle							
Borough – general visit			EX	3.60	n/a	3.95	n/a
Borough – schools package			EX	4.65	n/a	5.15	n/a
Non-Borough – general visit			EX	4.00	n/a	4.40	n/a
Non-Borough – schools package			EX	5.00	n/a	5.50	n/a
Teacher / adult helper	Up to 6 x adults per 32 pupils are not charged			Free	Free	Free	Free
Hollytrees Museum							
General visit				Free	Free	Free	Free
Borough – half day			EX	4.00	n/a	4.40	n/a
Borough – full day			EX	4.65	n/a	5.15	n/a
Non-Borough – half day			EX	4.65	n/a	5.15	n/a
Non-Borough – full day			EX	5.00	n/a	5.50	n/a
Teacher / adult helper	Up to 6 x adults per 32 pupils are not charged			Free	Free	Free	Free

Equality, Diversity and Human Rights implications

No human rights issues are apparent in relation to the delivery of the Colchester Museums Service. It is acceptable to charge an entry fee to the Castle due to the inherent cost in protecting and providing access to both the building and the collection displayed and interpreted inside. The Castle is a legally protected Scheduled Ancient Monument which the Council has a duty of ownership to maintain and protect, and the historical and educational value of the designated archaeological collections are of international significance. Castle visitors perceive value in paying for admission to the Castle as a 'day out' venue for family or individual enjoyment and lifelong learning. A number of good value and discount options are available, including the annual Castle Pass for Borough residents for the same price as a day ticket which represents excellent value for local people. Day admissions tickets once purchased can be used to re-enter the Castle as many times as desired that day. The annual 'Castle Pass' also provides an excellent value option for non-residents. For those unable to afford to pay for full admission to Colchester Castle, a number of cheaper options are available which are relevant to equality and diversity in terms of providing access for as wide a range of visitors as possible. Concessionary rates, as well as providing reduced priced admission for children of school age and full-time students, also enable those on a low income, retired or unable to work to benefit from reduced admission if they are in receipt of state benefits (subject to some form of proof being provided on request). Concession rates also apply to Castle Passes. Since 2017 anyone holding a Defence Discount Service card, eligible for members of the armed forces, as well as their dependents, veterans, cadets and related categories, qualifies for concessionary rate admission to Colchester Castle.

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

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

Scriptorium being made available as a quiet room for children who may need a space to rest or receive medication. Early in 2021 an access audit for the Castle was conducted and staff 'Access Champions' have been trained and are now making modest changes to improve access for as full a range of disability as possible. As a result of this work the Castle Museum has been shortlisted in the 'Best Accessible Museum' category of the national Kids in Museums Awards with the winner to be announced later in 2022.

(viii) Visitor Information Centre

Introduction

It is proposed that an increase of 10% is applied to VAT inclusive adult and child tour charges. In addition to the impact of inflation an increase is required to keep pace with the application of the Living Wage to the fee paid to tour guides. Overall guided tour charges will remain competitive with most other similar destinations and independent guides operating in the area. However, feedback received suggests an increase in the minimum charge per guide would adversely affect educational groups on a set budget, as the latter is calculated at the adult rather than child rate, and thus take up overall. Therefore it is proposed to leave this at the current rate, following a 17% rise in the last FY.

Advertising rates with Visit Colchester through print and online channels remain negotiable, as flexibility is required to create bespoke packages for potential advertisers; across channels; for varying time periods and in some cases for multiple venues owned by one business. Flexibility in charging is also required to support the hospitality sector in the face of extreme cost pressures on the sector in the current climate, however an inflationary increase on past charges will be applied where possible.

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Guided Tours							
Public Tour - public	Adult		ST	5.00	6.00	5.50	6.60

Public Tour - public	Child	ST	2.91	3.50	3.21	3.85
Private pre-booked	Adult	ST	5.00	6.00	5.50	6.60
Private pre-booked	Child	ST	2.91	3.50	2.91	3.85
Private pre-booked	Min. charge for groups of < 10	ST	50.00	60.00	50.00	60.00
		EX	Accompanying teachers/ adults free	Accompanying teachers/ adults free	Accompanying teachers/a dults free	Accompanying teachers/a dults free

Agency Commission Fees

		ST	No change	No change
Charity	5%			
Non-Charity	10%	ST		
Minimum handling fee applied if commission falls below 25 plus VAT		ST	25.00	30.00
				25.00

Equality, Diversity and Human Rights implications

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

(ix) Private Sector Housing Services

Introduction

It is proposed that Private Sector Housing fees and charges are amended for 2023-24 as below.

Most fees are charged on a cost recovery basis for officer time/on costs and our fees have been benchmarked with similar local Authorities within Essex to be comparable.

The services that we provide on a commercial basis have been increased by higher %. No other Local Authority within Essex provides similar commercial services to benchmark against. However, they remain competitive with commercial companies that could provide a similar service. This increase enables us to provide an additional service and to maximise income at a time when public finances are being squeezed. Maximising Council income allows us to re-invest it in our services, reduce the burden on the taxpayer more generally and supports vital services to vulnerable people.

House in Multiple Occupation Licence Fee - A local authority may recover costs associated with the administration of a licensing scheme by charging a fee to applicants.

The overall fee for a new HMO Licence and the fee for an HMO licence renewal under the provisions of the Housing Act 2004 are being increased by more than 10%. The extra charge applied where the HMO has more than 5 lettings has also been increased, this reflects the additional work involved in assessing applications for larger HMOs.

The decision has been made to increase the fee for a renewal licence application to bring it in line with the fee for a new licence application, as on consideration there is no less officer time spent processing a renewal licence application compared to a new licence application and this brings us in line with the approach taken by the other larger Essex LAs.

A new licence for a standard 5 letting HMO will cost £950, an increase of £100 from last year. A renewal licence for a 5 letting HMO will cost £950 an increase of £530 from last year due to the change in approach. Every further letting above 5 will be charged at £60 per letting in addition to the standard fee for a new or renewal licence application (an increase of £5 from last year).

If a similar number of licence applications are received as in the current year, this £100 increase per licence application could bring in an additional £5K income.

The team prepare floor plans when required by the applicant for an HMO licence as part of the application process. This service is offered as a commercial service. These have increased by more than 10% from £220 for a 5 letting property to £250 (+VAT). An additional fee is charged for more complex floor plans that take longer to prepare where the property has more than 5 lettings. This is currently £30 per additional letting and this is to be increased to £35. This is a discretionary service provided by the Council, not a statutory duty and the fee is competitive when compared with charges made by private sector surveyors for a similar service.

Charges for Enforcement Notices/Orders - A local authority may recover the costs associated with the service of a Notice or Order under the provisions of the Housing Act 2004.

The fee charged for the service of an Enforcement Notice or Order under the provisions of the Housing Act 2004 is to be increased from £570 to £585.

The team serve around 5 -10 such notices p.a. so a major increase is not going to result in greatly increased income. In addition, caution is needed not to set the charge too high as this is likely to result in more legal challenges to the Tribunal service against the fee which results in the requirements of the notice being held in abeyance and potentially serious housing hazards being left unaddressed whilst the legal process is followed.

The fee charged for the service of an Emergency Remedial Action Notice is charged differently from the other Notices and Orders. The service of this Notice comes after the local authority carries out works in default, the costs for taking this action, including officer time, is charged separately to the charge for the service of the Notice. The actual service of the Notice is a minor administrative process and does not justify charging the same fee as for other Notices and Order. The works have been undertaken and signed off and there is no further action required. A First Tier Tribunal decision last year suggested that a fee of £150 would be reasonable for this action, this to be increased to £155.

Immigration Inspections

The fee for an immigration inspection is to be increased from £200 (+VAT) to £220 (+VAT) This is a discretionary service provided by the Council, not a statutory duty and the fee remains competitive compared to services provided by private sector organisations. Only a couple of such requests are received in most years, none to date for 2022/23.

Penalty Charge for failure to join a Property Management Redress Scheme

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

Guidance is to charge the maximum penalty other than in exceptional circumstances. The charge has been set at the maximum £5,000 again this year. Income must be used for the Authorities housing enforcement function and not drawn into the General Fund.

Civil Penalties

The Housing and Planning Act enables Local Authorities to issue a civil penalty as an alternative to taking prosecution action for certain offences under the Housing Act 2004. The Local Authority must publish a policy detailing when it will issue a civil penalty and how it will determine the level of that penalty. The level of penalty to be issued is calculated with reference to a number of factors which gives a score per offence. This detail is contained within the published Private Sector Housing Enforcement and Civil Penalties Policy, which has been reviewed in the last year. Civil Penalty income must be used for the Authorities housing enforcement function and not drawn into the General Fund.

Technical Advisory Service

It is proposed that we continue to offer housing standards advice and guidance to landlords and agents. The charge is to increase from £100 per hour (+VAT) to £120 per hour (+VAT) a 20% increase. This fee is not charged to charities or partner organisations of the local authority.

This increase is based on this being a commercial service and comparison has been made with the technical advice service provided by Planning colleagues which is considered to be of equivalent merit and provided by officers of equivalent grade and expertise.

The hourly rate is applied to discretionary site visits, consultations, meetings etc. with landlords made at their request for advice and guidance relating to but not limited to the setting up of new HMOs, pre licensing application visits, advice on suitability of premises for purchase and advice on improving energy efficiency to meet minimum standards required for letting.

This is a discretionary service provided by the Council, not a statutory duty, and the fee is competitive when compared with charges made by private sector organisations.

Works in Default

The fee for undertaking works in default, is the full cost of the contractor's invoice, plus administrative costs based on an increased officer hourly rate (inc on costs) of £65 per hour (+VAT) from £60 per hour.

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

The penalty for failing to comply with Smoke & Carbon Monoxide Regulations remedial notice is being retained at £2,000 for first offence and £5,000 for future offences. Income must be used for the Authorities housing enforcement function and not drawn into the General Fund.

Penalty charge for failing to comply with Electrical Safety Regulations notice

The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020 now in effect enable the Local Authority to issue a financial penalty of up to £30,000 on a private landlord where they have breached any of their duties.

The level of penalty to be issued is calculated with reference to a number of factors which gives a score per offence. This detail is contained within the published Private Sector Housing Enforcement and Civil Penalties Policy, which has been reviewed in the last year. Income must be used for the Authorities housing enforcement function and not drawn into the General Fund.

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
HMO Licensing (licence issued for a maximum period of 5 years)							
House in Multiple Occupation Licence (new applications) where 5 units of accommodation			NB	425.00 initial processing payment	425.00 initial processing payment	475.00 initial processing payment	475.00 initial processing payment
				425.00 payment prior to issue of licence	425.00 payment prior to issue of licence	475.00 payment prior to issue of licence	475.00 payment prior to issue of licence
House in Multiple Occupation Licence – price per additional room after 5 units of accommodation			NB	55.00 for every additional unit above 5	55.00 for every additional unit above 5	60.00 for every additional unit above 5	60.00 for every additional unit above 5

House in Multiple Occupation – Renewal of Licence where 5 units of accommodation		210.00 initial processing payment	210.00 initial processing payment	475.00 initial processing payment	475.00 initial processing payment
	NB	210.00 payment prior to issue of licence	210.00 payment prior to issue of licence	475.00 payment prior to issue of licence	475.00 payment prior to issue of licence
House in Multiple Occupation Renewal of Licence – price per additional room after 5 units of accommodation	NB				
		33.00 for every unit above 5	33.00 for every unit above 5	60.00 for every unit above 5	60.00 for every unit above 5
Preparation of floor plans for HMO licence application process – where 5 units of accommodation (Discretionary commercial service)	ST				
		220.00	264.00	250.00	300.00
Preparation of floor plans for HMO licence application process – price per additional letting room after 5 units of accommodation (Discretionary commercial service)	ST				
		30.00 for every unit above 5	36.00 for every unit above 5.	35.00 for every unit above 5	42.00 for every unit above 5.

Charge for Enforcement Notices/Orders

Fee per Enforcement Notice or Order issued under Housing Act 2004 (excluding Emergency Remedial Action Notices) 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	570.00	570.00	585.00	585.00
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Fee per Emergency Remedial Action Notice issued under Housing Act 2004 (NB. Only one single fee is payable where the same notice is served on more than one recipient)

NB	150.00	150.00	155.00	155.00
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Administration of works in default of a recipient of a legal notice without agreement

ST	Calculated per case based on hourly rate of officer (60.00 per hr)	Calculated per case based on hourly rate of officer (72.00 per hr)	Calculated per case based on hourly rate of officer (65.00 per hr)	Calculated per case based on hourly rate of officer (78.00 per hr)
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Administration of works in default of a recipient of a legal notice with agreement

ST	Calculated per case based on hourly rate of officer	Calculated per case based on hourly rate of officer	Calculated per case based on hourly rate of officer	Calculated per case based on hourly rate of officer
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Civil Penalty Notices issued for offences under Housing Act 2004	NB	(60.00 per hr) Calculated in accordance with published Policy Max £30,000	(72.00 per hr) Calculated in accordance with published Policy Max £30,000	(65.00 per hr) Calculated in accordance with published Policy Max £30,000	(78.00 per hr) Calculated in accordance with published Policy Max £30,000
Fee per remedial notice issued under Regulation 5 of the Smoke & Carbon Monoxide Alarm (England) Regulations 2015	NB	2,000.00 for first offence 5,000.00 for future offences	2,000.00 for first offence 5,000.00 for future offences	2,000.00 for first offence 5,000.00 for future offences	2,000.00 for first offence 5,000.00 for future offences
Penalty Charge for failure to join Property Management Redress Scheme	NB	5000.00	5000.00	5000.00	5000.00
Fee per remedial notice issued under The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020	NB	Calculated in accordance with published Policy Max £30,000	Calculated in accordance with published Policy Max £30,000	Calculated in accordance with published Policy Max £30,000	Calculated in accordance with published Policy Max £30,000

Technical Advice & Guidance

(Discretionary services)

Provision of technical advice service to landlords	ST	100.00 per hour	120.00 per hour	120.00 per hour	144.00 per hour
Immigration Inspection and Issue of Report	ST	200.00	240.00	220.00	264.00

Equality, Diversity and Human Rights implications

We have considered the equality and diversity impacts of our fees and charges for ST rated Fees and Charges by undertaking an Equality Impact Assessment (EIA) which has been reviewed in October 2022 and concludes that there are no adverse impacts that cannot be appropriately mitigated. [EQIA on non statutory Fees and Charges AJW Oct 2021](#)

(x) Planning Services

Introduction

The fees due for statutory planning and related applications are set by central Government. Exceptions to these statutory fees include S106 unilateral undertakings, Planning Performance Agreements (PPA's), Preliminary Enquiry or Pre-Application Enquiry (PE's) charges. Many of the charges essentially relate to discretionary advice and other site inspection charges which were substantially increased in 22/23 by approx. 40% for pre-app advice at a commercial scale. Given the significant increase mid-year in 22/23 a more subdued increase of +10% universally is suggested for 23/24 to avoid deterring service users from uptake. VAT is charged where the service offered is not statutorily required. These discretionary services are primarily accessed by commercial developers and not householders. The pre-app advice service is used by householders, and we are mindful of the comparative low cost of householder applications (£206.00 incl. plus online service charge £26.83 – Total £232.83) and the need to encourage engagement to improve the quality of applications by capping the cost below the application fee. We provide a written response to pre-app enquiries for a fee of £158.40. incl. However, where a face-to-face meeting is requested, the suggested fee (£217.80 inc. VAT) does not exceed the current application fee to recover the associated staffing costs and the probable contentious nature of the proposal that has prompted the meeting.

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Research cost	Min one hour		ST	83.20	99.84	91.52	109.82

Retention fee for lapsed invalid applications

Householder	ST	66.40	74.88	73.04	88.08
Minor and Other	ST	114.40	137.28	125.84	151.00
Majors	ST	257.92	309.50	283.71	340.45
S106 Unilateral Undertakings Legal and Monitoring Costs	ST	582.40	698.88	640.64	768.77
S.106 Clause Monitoring fees	ST	509.60	611.52	560.56	672.67
Financial Clause					
Other s.106 clauses monitoring fee	ST	603.20	723.84	663.52	796.22

Public Open Space Practical Completion Certificate Inspection (OSPCI)

Size of landscaping scheme (each insp) m2

<100 m2	ST	613.60	736.32	674.96	809.95
101 – 500 m2	ST	1206.40	1,447.68	1327.04	1,592.44
501 – 2500 m2	ST	1872.00	2,246.40	2,059.20	2,471.04
2501 – 5000 m2	ST	2319.20	2,783.04	2,551.12	3,061.34
5001 – 10000 m2	ST	3016.00	3,619.20	3,317.60	3,981.12
1001> m2	ST	3536.00	4,243.20	3,889.60	4,667.52

Landscape Consultancy

(Previously known as Landscape Practical Completion Inspection)

First hour	ST	156.15	187.38	171.77	206.12
Thereafter per hour	ST	98.80	118.56	108.68	130.42

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	3,900.00	4,680.00	4,290.00	5,148.00
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Large scale majors (Inception meeting):

Subsequently - as agreed at inception meeting for remainder of project depending on frequency of liaison, complexity of project

ST	3,120.00	3,744.00	3,432.00	4,118.40
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management and number of officers involved

Standard majors (Inception meeting):

Subsequently - as agreed at inception meeting for remainder of project depending on frequency of liaison, complexity of project management and number of officers involved.

ST	3,016.00	3,619.20	3,317.60	3,981.12
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Preliminary Enquiries (majors)

Super majors	Initial meeting and written confirmation		ST	3,000.00	3,600.00	3,960.00	4,752.00
Subsequent meetings	3 hours with 1x officer	fee variable with greater attendance	ST	1,216.80	1,460.16	1,338.48	1,606.18
Large scale majors	Initial meeting and written confirmation		ST	2500.00	3,000.00	3,300.00	3,960.00
Subsequent meetings	3 hours with 1x officer	fee variable					

		with greater attendance	ST	1,014.00	1,216.80	1,304.16	1,564.99
Standard majors	Initial meeting and written confirmation		ST	1,185.60	1,422.72	1,304.16	1,546.99
Subsequent meetings	3 hours with 1x officer	fee variable with greater attendance	ST	613.60	736.32	680.68	816.81
Written response only	Per letter		ST	750.00	900.00	825.00	990.00

Preliminary Enquiries ‘Minors’ & ‘Others*’ (including listed buildings)

(excluding Householder category proposals and Buildings at Risk)

Residential (1-4 units)	Written response		ST	300.00	360.00	330.00	396.00
Residential (5-9 units)	Written response		ST	500.00	600.00	550.00	660.00
Commercial (retail, food & drink, and offices)	Written						

Up to 100 sq m	response	ST	230.00	276.00	249.60	299.52
Up to 499 sq m	Written Response	ST	350.00	420.00	385.00	462.00
499 sqm-999 sq m	Written response	ST	500.00	600.00	550.00	660.00

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	98.80	118.56	108.68	130.42
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Listed Buildings:

Written response incl.Site meeting

ST	300.00	360.00	396.00	475.20
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Preliminary Enquiries

Householder

(excluding Listed Building consent enquiries)

Written response only	No meeting	ST	120.00	144.00	132.00	158.40
Written response, one hour meeting		ST	165.00	198.00	181.50	217.80
Additional meeting by agreement	Per hour	ST	93.60	112.32	102.96	123.55

Additional follow up questions (max of 30 minutes work)	Per response	ST	48.88	58.66	53.77	64.52
Advertising by Public Notice in a local newspaper of applications under the Planning Act 1990 to divert, stop up or extinguish a public footpath	Such charge as shall be levied by the newspaper publisher for placing the public notice + £35 admin charge	ST	38.48	46.18	42.33	50.80
Other ad-hoc professional planning or specialist advice						
High Hedges Legislation	In total					
Complaint processing fee		ST	494.00	592.80	543.40	652.08
Confirmation of compliance with planning permission (built as agreed certificate)	Householder					
		ST	88.40	106.08	97.24	116.69

Confirmation of compliance with planning permission (built as agreed certificate)	1 new dwelling	ST	130.00	156.00	143.00	171.6
Confirmation of compliance with planning permission (built as agreed certificate)	Each additional dwelling up to 9	ST	67.60	81.12	74.36	89.23
Planning Officer	First hour	ST	156.00	187.20	171.6	205.92
	Per hour thereafter	ST	98.80	118.56	108.68	130.42
Principal Planning Officer	First hour	ST	171.60	205.92	188.76	226.51
	Per hour thereafter	ST	100.88	121.06	110.97	113.16
Planning Manager	First hour	ST	202.80	243.36	223.08	267.70
	Per hour thereafter	ST	119.60	143.52	131.56	157.87
Tree Officer	First hour	ST	152.88	183.46	168.17	201.80
	Per hour thereafter	ST	99.84	119.81	109.82	131.79

Archaeology Charges	Charging Category					
Development is a single dwelling, garage/ cartlodge, extension or other small development	A					
Monitoring/ Watching		ST	239.20	287.04	263.12	315.74
Evaluation		ST	301.60	361.92	331.76	398.11
Excavation		ST	301.60	361.92	331.76	398.11
Development of a historic building (demolition and/or conversion)	B					
Monitoring/ Watching		ST	239.20	287.04	263.12	315.74
Development is two dwellings or more and covers less than 1.0ha in area	C					
Monitoring/ Watching		ST	239.20	287.04	263.12	315.74
Evaluation		ST	301.60	361.92	331.76	398.11
Excavation		ST	405.60	486.72	446.16	535.39
Development is between 1.0ha and 3.0ha in area	D					
Evaluation		ST	405.60	486.72	446.16	535.39

Excavation		ST	566.80	680.16	623.48	748.17
Development is between 3.0ha and 10.0ha in area	E					
Evaluation		ST	566.80	680.16	623.48	748.17
Excavation		ST	852.80	1,023.36	938.08	1,125.70
Development is over 10.0ha	F	Request a quote				

UAD Charging Schedule

Standard Search (up to 75 records)		ST	62.40	74.88	68.64	82.37
Extended Search (up to 150 records)		ST	124.80	149.80	137.28	164.74
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. These services are discretionary and principally accessed by commercial developers.

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

(xi) Building Control

Introduction (include any proposals)

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

It is proposed that the Building Control charges are as laid out below. A 10% increase has been applied to cover the cost of increased expenditure. Whilst the charges are set to satisfy the overriding principle of the break-even position, they also need to remain competitive having regard to private sector competition. These will be reviewed at the end of the financial year (31 March 2024) and if changes are proposed as a result of the analysis of the year end position a further report will be presented where appropriate.

Explanatory Notes to Standard Building Regulation Charges

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

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

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

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

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

VAT is not applicable to Regularisation applications

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 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Houses or Bungalows less than 4 storeys							
H01- 1 Plot							
Plan Charge			ST	196.00	235.00	215.60	258.72
Inspection Charge*			ST	490.00	588.00	539.00	646.80
Building Notice Charge*			ST	729.75	875.70	802.73	963.27
Regularisation Charge*			NB	857.50	857.50	943.25	943.25

H02 - 2 Plots

Plan Charge	ST	287.00	344.40	315.70	378.84
Inspection Charge*	ST	735.00	882.00	808.50	970.20
Building Notice Charge*	ST	1123.50	1348.20	1235.85	1483.02
Regularisation Charge*	NB	1277.50	1277.50	1405.25	1405.25

H03 - 3 Plots

Plan Charge	ST	378.00	453.60	415.80	498.96
Inspection Charge*	ST	980.00	1176.00	1078.00	1293.60
Building Notice Charge*	ST	1517.25	1820.70	1668.98	2002.77
Regularisation Charge*	NB	1697.50	1697.50	1867.25	1867.25

H04 - 4 Plots

Plan Charge	ST	469.00	562.80	515.90	619.08
Inspection Charge*	ST	1225.00	1470.00	1347.50	1617.00
Building Notice Charge*	ST	1911.00	2293.20	2102.10	2522.52
Regularisation Charge*	NB	2117.50	2117.50	2329.25	2329.25

H05 - 5 Plots

Plan Charge	ST	560.00	672.00	616.00	739.20
Inspection Charge*	ST	1470.00	1764.00	1617.00	1940.40
Building Notice Charge*	ST	2304.75	2765.70	2535.23	3042.27
Regularisation Charge*	NB	2537.50	2537.50	2791.25	2791.25

Flats**F01 - 1 Flat**

Plan Charge	ST	196.00	235.20	215.60	258.72
Inspection Charge*	ST	455.00	546.00	500.50	600.60
Building Notice Charge*	ST	677.25	812.70	744.98	893.97
Regularisation Charge*	NB	813.75	813.75	895.13	895.13

F02 - 2 Flats

Plan Charge	ST	287.00	344.40	315.70	378.84
Inspection Charge*	ST	682.50	819.00	750.75	900.90
Building Notice Charge*	ST	1027.50	1233.00	1129.98	1355.97
Regularisation Charge*	NB	1211.88	1211.88	1333.06	1333.06

F03 - 3 Flats

Plan Charge	ST	378.00	453.60	415.80	498.96
Inspection Charge*	ST	910.00	1092.00	1001.00	1201.20
Building Notice Charge*	ST	1377.50	1653.00	1514.98	1817.97
Regularisation Charge*	NB	1610.00	1610.00	1771.00	1771.00

F04 – 4 Flats

Plan Charge	ST	469.00	562.80	515.90	619.08
Inspection Charge*	ST	1137.50	1365.00	1251.25	1501.50
Building Notice Charge*	ST	1727.25	2072.70	1899.98	2279.97
Regularisation Charge*	NB	2008.13	2008.13	2208.94	2208.94

F05 - 5 Flats

Plan Charge	ST	560.00	672.00	616.00	739.20
Inspection Charge*	ST	1365.00	1638.00	1501.50	1801.80
Building Notice Charge*	ST	2077.25	2492.70	2284.98	2741.97
Regularisation Charge*	NB	2406.25	2406.25	2646.88	2646.88

Conversion To

V01 – Single Dwelling-House

Plan Charge	ST	182.00	218.40	200.20	240.24
Inspection Charge*	ST	490.00	588.00	539.00	646.80
Building Notice Charge*	ST	712.25	854.70	783.48	940.17
Regularisation Charge*	NB	840.00	840.00	924.00	924.00

V02 – Single Flat

Plan Charge	ST	161.00	193.20	177.10	212.52
Inspection Charge*	ST	455.00	546.00	500.50	600.60
Building Notice Charge*	ST	659.75	791.70	725.73	870.87
Regularisation Charge*	NB	770.00	770.00	847.00	847.00

Notifiable Electrical Work (in addition to the above where applicable)

D14 – Where a satisfactory certificate will not be issued by a Part P registered electrician

ST	252.43	302.90	277.68	333.21
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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 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Extension & New Build							
D01 – Separate single storey extension with floor area not exceeding 40m2							
Plan Charge			ST	182.00	218.40	200.20	240.24
Inspection Charge*			ST	376.25	451.50	413.88	496.65
Building Notice Charge*			ST	581.00	697.20	639.10	766.92
Regularisation Charge*			NB	697.81	697.81	767.60	767.60

D02 – Separate single storey extension with floor area between 40m2 and 100m2

Plan Charge	ST	196.00	235.20	215.60	258.72
Inspection Charge*	ST	490.00	588.00	539.00	646.80
Building Notice Charge*	ST	721.00	865.20	793.10	951.72
Regularisation Charge*	NB	857.50	857.50	943.25	943.25

D03 – Separate extension with some part 2 of 3 storey in height and a floor area not exceeding 40m2

Plan Charge	ST	182.00	218.40	200.20	240.24
Inspection Charge*	ST	393.75	472.50	433.13	519.75
Building Notice Charge*	ST	616.00	739.20	677.60	813.12
Regularisation Charge*	NB	719.69	719.69	791.66	791.66

D04 – Separate extension with some part 2 or 3 storeys in height and a total floor area between 40m2 and 100m2

Plan Charge	ST	217.00	260.40	238.70	286.44
Inspection Charge*	ST	542.50	651.00	596.75	716.10

Building Notice Charge*	ST	782.25	938.78	860.48	1032.57
Regularisation Charge*	NB	949.38	949.38	1044.31	1044.31

D05 – A building or extension comprising SOLELY of a garage, carport or store – total floor area not exceeding 100m2

Plan Charge	ST	147.00	176.40	161.70	194.04
Inspection Charge*	ST	280.00	336.00	308.00	369.60
Building Notice Charge*	ST	441.00	529.20	485.10	582.12
Regularisation Charge*	NB	533.75	533.75	587.13	587.13

D06 – Detached non-habitable domestic building with total floor area not exceeding 50m2

Plan Charge	ST	175.00	210.00	192.50	231.00
Inspection Charge*	ST	350.00	420.00	385.00.	462.00
Building Notice Charge*	ST	554.75	665.70	610.23	732.37
Regularisation Charge*	NB	656.25	656.25	721.88	721.88

Conversions

D07 – First floor & second floor loft conversions

Plan Charge	ST	210.00	252.00	231.00	277.20
Inspection Charge*	ST	420.00	504.00	462.00	554.40
Building Notice Charge*	ST	668.50	802.20	735.35	882.42
Regularisation Charge*	NB	787.50	787.50	866.25	866.25

D08 – Other work (e.g. garage conversions)

Plan Charge	ST	147.00	176.40	161.70	194.04
Inspection Charge*	ST	245.00	294.00	269.50	323.40
Building Notice Charge*	ST	406.00	487.20	446.60	535.92
Regularisation Charge*	NB	490.00	490.00	539.00	539.00

Alterations (including Underpinning)

D09 – Renovation of a thermal element

Plan Charge	ST	112.50	135.00	123.20	147.84
Inspection Charge*	ST	87.50	105.00	96.25	115.50
Building Notice Charge*	ST	213.50	256.20	234.85	281.82
Regularisation Charge*	NB	249.38	249.38	274.31	274.31

**D10 – Replacement of windows,
roof lights, roof windows or
external glazed doors**

Plan Charge	ST	112.50	135.00	123.20	147.84
Inspection Charge*	ST	87.50	105.00	96.25	115.50
Building Notice Charge*	ST	213.50	256.20	234.85	281.82
Regularisation Charge*	NB	249.38	249.38	274.31	274.31

**D11 – Cost of work not exceeding
£5,000 (Incl. Renewable Energy
Systems)**

Plan Charge	ST	112.50	135.00	123.30	147.84
Inspection Charge*	ST	175.00	210.00	192.50	231.00
Building Notice Charge*	ST	309.75	371.70	340.73	408.87
Regularisation Charge*	NB	358.75	358.75	394.63	394.63

**D12 – Cost of work not exceeding
£5,000 and not exceeding £25,000**

Plan Charge	ST	147.00	176.40	161.70	194.04
Inspection Charge*	ST	245.00	294.20	269.50	323.40
Building Notice Charge*	ST	392.00	470.40	465.85	559.02
Regularisation Charge*	NB	490.00	490.00	539.00	539.00

D13 – Cost of work not exceeding**£25,000 and not exceeding
£100,000**

Plan Charge	ST	217.00	260.40	238.70	286.44
Inspection Charge*	ST	420.00	504.00	462.00	554.40
Building Notice Charge*	ST	703.50	844.20	773.85	928.62
Regularisation Charge*	NB	796.25	796.25	875.88	875.88

**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	252.42	302.92	277.68	333.21
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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	VA T Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Extensions & New Build							
N01 –Single storey with floor area not exceeding 40m2							
Plan Charge			ST	210.00	252.00	231.00	277.20
Inspection Charge			ST	420.00	504.00	462.00	554.40
Regularisation Charge			NB	787.50	787.50	866.25	866.25
N02 –Single storey with floor area between 40m2 & 100m2							
Plan Charge			ST	231.00	277.20	254.10	304.92
Inspection Charge			ST	577.50	693.00	635.25	762.30
Regularisation Charge			NB	1010.63	1010.63	1111.69	1111.69

N03 – With some part 2 or 3 storey in height and a total floor area not exceeding 40m2

Plan Charge	ST	217.00	260.40	238.70	286.44
Inspection Charge	ST	490.00	588.00	539.00	646.80
Regularisation Charge	NB	883.75	883.75	972.13	972.13

N04 – With some part 2 or 3 storey in height and a total floor area between 40m2 & 100m2

Plan Charge	ST	252.00	302.40	277.20	332.64
Inspection Charge	ST	630.00	756.00	693.00	831.60
Regularisation Charge	NB	1102.50	1102.50	1212.75	1212.75

Alterations

N05 – Cost of works not exceeding £5,000

Plan Charge	ST	147.00	176.40	161.70	194.04
Inspection Charge	ST	140.00	168.00	154.00	184.80

Regularisation Charge	NB	358.75	358.75	394.63	394.63
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**N05 - Replacement of windows,
roof lights, roof windows or
external glazed doors (not
exceeding 20 units)**

Plan Charge	ST	147.00	176.40	161.70	194.04
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Inspection Charge	ST	140.00	168.00	154.00	184.80
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Regularisation Charge	NB	358.75	358.75	394.63	394.63
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**N05 - Renewable energy systems
(not covered by an appropriate
competent persons scheme)**

Plan Charge	ST	147.00	176.40	161.70	194.04
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Inspection Charge	ST	140.00	168.00	154.00	184.80
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Regularisation Charge	NB	358.75	358.75	394.63	394.63
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**N05 - Installation of new shop
front**

Plan Charge	ST	147.00	176.40	161.70	194.04
Inspection Charge	ST	140.00	168.00	154.00	184.80
Regularisation Charge	NB	358.75	358.75	394.63	394.63

**N06 – Cost of works exceeding
£5,000 & not exceeding £25,000**

Plan Charge	ST	182.00	218.40	200.20	240.24
Inspection Charge	ST	245.00	294.00	269.50	323.40
Regularisation Charge	NB	533.75	533.75	587.13	587.13

**N06 - Replacement of windows,
roof lights, roof windows or
external glazed doors (exceeding
20 units)**

Plan Charge	ST	182.00	218.40	200.20	240.24
Inspection Charge	ST	245.00	294.00	269.50	323.40
Regularisation Charge	NB	533.75	533.75	587.13	587.13

N06 - Renovation of thermal elements

Plan Charge	ST	182.00	218.40	200.20	240.24
Inspection Charge	ST	245.00	294.00	269.50	323.40
Regularisation Charge	NB	533.75	533.75	587.13	587.13

N06 - Installation of a Raised Storage Platform within an existing building

Plan Charge	ST	182.00	218.40	200.20	240.24
Inspection Charge	ST	245.00	294.00	269.50	323.40
Regularisation Charge	NB	533.75	533.75	587.13	587.13

N07 – Cost of works exceeding £25,000 & not exceeding £100,000

Plan Charge	ST	217.00	260.40	238.70	286.44
Inspection Charge	ST	472.50	567.00	519.75	623.70
Regularisation Charge	NB	861.88	861.88	948.06	948.06

**N07 - Fit out of building up to
100m2**

Plan Charge	ST	217.00	260.40	238.70	286.44
Inspection Charge	ST	472.50	567.00	519.75	519.75
Regularisation Charge	NB	861.88	861.88	948.06	948.06

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

Equality, Diversity and Human Rights implications

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

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

(xii) Parking Services

Introduction

It is proposed that the following changes are made to the fees and charges for parking services, for implementation in 2023:

- Increase a range, but not all, of the tariffs in Britannia, St Johns, St Marys and Priory Street car parks. Britannia will become a 'long stay' car park and St Johns will become 'short stay' in line with Positive Parking Strategy. Headline 'all day' MiPermit only offer in Britannia will be £4.00 for the day, with the others mentioned having a £3.00 up to 4-hour tariff and £2.50 after 2pm tariff. This special offer presents a 50p increase on the existing offer.
- Overnight tariff removed from St Johns car park as car park closes at 7pm.
- Increase the all-day parking tariff in Butt Road and Napier Road (North and South) car parks by 50p to £3.00 – also removing the 'Up to 2 hours' parking tariff in both Napier Road car parks and introducing an 'Up to 4 hour' £1.50 tariff in Butt Road.
- Sheepen Road is aligning to the tariff structure of similar car parks in Butt and Napier Road and removing an under-utilised 2-hour tariff
- Three Crowns Road car park tariffs are increasing to reduce the gap between the competitor tariffs at North Station
- Vineyard Street car park tariffs are increasing to deal with high demand and an imminent reduction in spaces due to working being carried out by Essex County Council and the Active Travel Fund.
- Increase in tariffs in Mersea Island car parks, introducing a new 'Up to 4 hour' and 'Over 4 hour' tariff for greater flexibility for customers

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.

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 and other special parking offers will be discussed with Traders Groups and will be implemented as part of the Colchester Christmas Package, and in liaison with the PFH. Certain special limited concession offers may be provided in addition to the tariff shown, for certain locations, for set time periods and/or terms via the MiPermit App.

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
St John's Car Park							
Up to ½ hour	All Days		ST	0.83	1.00	0.83	1.00
Up to 1 hour	All Days		ST	1.75	2.10	1.75	2.10
Up to 2 hours	All Days		ST	2.66	3.20	2.66	3.20

Up to 3 hours	All Days	ST	3.17	3.80	3.25	3.90
Up to 4 hours	All Days	ST	3.33	4.00	3.33	4.00
Up to 5 hours	All Days	ST	4.25	5.10	5.42	6.50
Up to 6 hours	All Days	ST	4.67	5.60	-	-
Up to 7 hours	All Days	ST	4.75	6.60	-	-
Up to 8 hours	All Days	ST	6.25	7.50	-	-
Day Rate (special offer) (to become Up to 4 hours)	Monday-Friday (to become All Days)	ST	3.20	4.00	2.50	3.00
					Up to 4 hours (special offer) only available on MiPermit	
2pm until close (special offer)	All Days	ST	-	-	£2.08	£2.50
Up to 12 hours	All Days	ST	6.75	8.10	10.00	12.00
Over 12 hours (long stay penalty rate)	All Day	ST	13.75	16.50	13.75	16.50
Daily evening charge (entry after 6.00pm)	All Day	ST	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 30 minutes	All Days	ST	0.83	1.00	0.83	1.00

Up to 1 hour	All Days	ST	1.75	2.10	1.75	2.10
Up to 2 hours	All Days	ST	2.66	3.20	2.66	3.20
2pm until 6am (special offer)	All Days	ST	-	-	2.08	2.50
Up to 3 hours	All Days	ST	3.17	3.80	3.25	3.90
Up to 4 hours	All Days	ST	3.33	4.00	3.33	4.00
Up to 4 Hours (special offer – MiPermit only)	All Days	ST	-	-	2.50	3.00
Up to 5 hours	All Days	ST	4.25	5.10	5.42	6.50
Up to 6 hours	All Days	ST	4.67	5.60	-	-
Up to 7 hours	All Days	ST	4.75	6.60	-	-
Up to 8 hours	All Days	ST	6.25	7.50	-	-
Up to 12 hours	All Days	ST	6.75	8.10	10.00	12.00
Over 12 hours (long stay penalty rate)	All Days	ST	13.75	16.50	13.75	16.50
Daily evening charge (entry after 6.00pm)	All Days	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

Rowan House Car Park

Up to 4 hours	Monday-Friday	ST	1.04	1.25	1.04	1.25
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Over 4 hours	Monday-Friday	ST	2.08	2.50	2.08	2.50
Sheepen Road Car Park						
Up to 4 hours	Monday-Saturday	ST	3.42	4.10	3.75	4.50
Over 4 hours	Monday-Saturday	ST	5.00	6.00	5.42	6.50
Up to 2 hours	Monday - Saturday	ST	2.42	2.90	-	-
Day rate	Sunday	ST	1.83	2.20	2.08	2.50
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 30 minutes	Monday-Saturday	ST	-	-	0.83	1.00
Up to 40 minutes	Monday-Saturday	ST	0.58	0.70	-	-
Up to 1 hour	Monday-Saturday	ST	-	-	1.75	2.10

Up to 1 hour, 10 minutes	Monday-Saturday	ST	1.42	1.70	-	-
Up to 2 hours	Monday-Saturday	ST	2.42	2.90	2.42	3.20
Up to 3 hours	Monday-Saturday	ST	-	-	3.25	3.90
Up to 4 hours	Monday-Saturday	ST	3.25	3.90	3.33	4.00
Up to 5 hours	Monday-Saturday	ST	-	-	4.17	5.00
Up to 6 hours	Monday-Saturday	ST	-	-	5.00	6.00
Up to 7 hours	Monday-Saturday	ST	-	-	5.83	7.00
Up to 8 hours	Monday-Saturday	ST	-	-	6.67	8.00
Up to 12 hours	Monday-Saturday	ST	-	-	7.50	9.00
Over 12 hours	Monday-Saturday	ST	-	-	8.33	10.00
Day Rate (special offer – MiPermit only)	Monday-Saturday	ST	2.33	2.80	3.33	4.00
Day rate	Sunday	ST	0.83	1.00	0.83	1.00

Daily evening charge (6.00pm till 6.00am)	Any day	ST	0.42	0.50	0.83	1.00
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

Priory Street Car Park

Up to 30 minutes	All Days	ST	0.83	1.00	0.83	1.00
Up to 1 hour	All Days	ST	1.75	2.10	1.75	2.10
Up to 2 hours	All Days	ST	2.66	3.20	2.66	3.20
2pm until 6am (special offer)	All Days	ST	-	-	2.08	
Up to 3 hours	All Days	ST	3.17	3.80	3.25	3.90
Up to 4 hours	All Days	ST	3.33	4.00	3.33	4.00
Up to 4 Hours (special offer – MiPermit only)	All Days	ST	-	-	2.50	3.00
Up to 5 hours	All Days	ST	4.25	5.10	5.42	6.50
Up to 6 hours	All Days	ST	4.67	5.60	-	-
Up to 7 hours	All Days	ST	4.75	6.60	-	-
Up to 8 hours	All Days	ST	6.25	7.50	-	-
Up to 12 hours	All Days	ST	6.75	8.10	10.00	12.00
Over 12 hours (long stay penalty rate)	All Days	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	1500.00	1800.00	1500.00	1800.00
Annual Parent Permits AM (8.30am to 9.30am only) (conditions apply)	Academic year		ST	17.92	21.50	17.92	21.50
Annual Parent Permits PM (3.00pm to 4.00pm only) (conditions apply)	Academic year		ST	17.92	21.50	17.92	21.50
Annual Parent Permits (AM and PM) (conditions apply)	Academic year		ST	31.25	37.50	31.25	37.50
Resident's season tickets (conditions apply)	6 months		ST	N/A	N/A	N/A	N/A
Resident's season tickets (conditions apply)	12 months	1 st season ticket	ST	56.67	68.00	56.67	68.00
Resident's season tickets (conditions apply)	12 months	2 nd season ticket	ST	70.83	85.00	70.83	85.00

Vineyard Street Car Park

Up to 40 minutes	All Days		ST	1.00	1.20	-	-
Up to 70 minutes	All Days		ST	1.92	2.30	-	-
Up to 1 hour	All Days		ST	-	-	2.08	2.50
Up to 2 hours	All Days		ST	3.25	3.90	3.58	4.30
Up to 2 hours (special offer) (entry after 9.30am)	All Days		ST	2.08	2.50	3.25	3.90

Daily evening charge (6.00pm till 6.00am)	Any day	ST	0.42	0.50	0.67	0.80
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Butt Road Car Park

ParkActive (MiPermit only) per 60 minutes (conditions apply)	Any day	ST	0.42	0.50	-	-
Up to 4 hours	All Days	ST	-	-	1.25	1.50
Day Rate	Monday-Saturday	ST	2.08	2.50	2.50	3.00
	Sunday	ST	1.83	2.20	2.50	3.00
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	208.33	250.00	208.33	250.00
Season tickets (conditions apply)	12 months	ST	766.67	920.00	766.67	920.00

Napier Road Car Parks

ParkActive (MiPermit only) per 60 minutes (conditions apply)	Any day	ST	0.42	0.50	0.42	0.50
Up to 2 hours	Any day	ST	0.83	1.00	-	-
Up to 4 hours	Any day	ST	1.25	1.50	1.25	1.50
Over 4 hours	Monday-Saturday	ST	2.08	2.50	2.50	3.00
	Sunday	ST	1.83	2.20	1.83	3.00
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
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Highwoods and Recreation Ground Car Parks

Changes as shown in Neighbourhoods section

Mill Road and Mill Pond Car Parks - Dedham

Up to 1 hour	Any day	ST	N/A	Free	N/A	Free
Up to 2 hours	Any day	ST	0.83	1.20	0.83	1.20
Up to 4 hours	Any day	ST	1.67	2.50	1.67	2.50
All day rate	Any day	ST	3.33	5.00	3.33	5.00
Daily evening charge (6.00pm till 6.00am)	Any day	ST	0.42	0.50	0.42	0.50

Coast Road and Seaview Car Parks – West Mersea

Up to 1 hour	Any day	ST	N/A	Free	N/A	Free
Up to 2 hours	Any day	ST	2.50	3.00	3.33	4.00
Up to 3 hours	Any day	ST	3.33	4.00	-	-
Over 3 hours	Any day	ST	5.00	6.00	-	-
Up to 4 hours	Any Day	ST	-	-	5.42	
Over 4 hours	Any Day	ST	-	-	7.08	
Overnight (Seaview Car Park only; Coast Road Car Park no charge)	Any day	ST	0.83	1.00	0.83	1.00
Motorcycles	Any day			free at Seaview, and		

free within designated bay, otherwise standard charges to apply at Coast Road.

Season tickets (Traders at Coast Road or Residents at Seaview – conditions apply)	Annual	ST	70.83	85.00	79.17	95.00
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High Street Car Park – West Mersea

Up to 1 hour (to become 'Up to 2 hours')	Any day	ST	N/A	Free	N/A	Free
Up to 3 hours	Any day	ST	1.25	1.50	-	-
Over 3 hours	Any day	ST	5.00	6.00	-	-
Up to 4 hours	Any Day	ST	-	-	5.42	6.50
Over 4 hours	Any Day	ST	-	-	7.08	8.50
Overnight	Any day	ST	Free	Free	Free	Free
Motorcycles	Any day	standard charges apply			standard charges apply	
Season tickets (conditions apply) (Traders only)	Annual	ST	70.83	85.00	79.17	95.00

Victoria Esplanade and Willoughby Car Parks – West Mersea

Up to 2 hours	Any day	ST	-	-	3.33	4.00
Up to 3 hours	Any day	ST	3.33	4.00	-	-
Over 3 hours	Any day	ST	5.00	6.00	-	-
Up to 4 hours	Any Day	ST	-	-	5.42	6.50
Over 4 hours	Any Day	ST	-	-	7.08	8.50

Season ticket (conditions apply) (Beach Hut Watch Members only) (Victoria Esplanade only)	12 Months	ST	50.00	60.00	70.83	85.00
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Season ticket (conditions apply) (Mersea Windsurfers and Kitesurfers Club members only) (Victoria Esplanade only)	12 Months	ST	50.00	60.00	70.83	85.00
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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 – new prices from 1st Dec 2022

Up to 1 hour	Mon to Fri	ST	1.25	1.50	1.67	2.00
	Sat & Sun	ST	1.25	1.50	1.75	
Up to 2 hours	Mon to Fri	ST	2.08	2.50	2.50	3.00
	Sat & Sun	ST	2.33	2.80	2.67	3.20
Up to 4 hours	All days	ST	2.92	3.50	3.33	4.00

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
Overnight (entry after 6pm to 6am)	All days	ST	1.67	2.00	1.67	

Alexandra Terrace Car Park

Season tickets (conditions apply)	6 months	ST	76.83	92.20	76.83	92.20
Season tickets (conditions apply)	12 months	ST	146.50	175.80	146.50	175.80

Bergholt Road Car Park

Season tickets (conditions apply)	6 months	ST	76.83	92.20	76.83	92.20
Season tickets (conditions apply)	12 months	ST	146.50	175.80	146.50	175.80

St Julian Grove Car Park

Season tickets (conditions apply)	6 months	ST	76.83	92.20	76.83	92.20
Season tickets (conditions apply)	12 months	ST	146.50	175.80	146.50	175.80

Three Crowns Road Car Park

Peak Rate	4am to 9.30am	Monday to Friday	ST	5.00	6.00	6.67	8.00
Off-Peak Rate	9.30am to Midnight	Monday to Friday	ST	3.42	4.10	5.42	6.50

Day Rate	9.30am to Midnight	Saturday	ST	1.67	2.00	2.50	3.00
Day Rate	9.30am to Midnight	Sunday	ST	0.83	1.00	2.50	3.00
Night Rate	6pm to 8am	Everyday	ST	0.42	0.50	0.42	0.50
Resident season tickets (conditions apply)	6 months		ST	N/A	N/A	N/A	N/A
Resident season ticket (conditions apply)	12 months	1 st season ticket	ST	60.00	72.00	60.00	72.00
Resident season ticket (conditions apply)	12 months	2 nd season ticket	ST	76.67	92.00	76.67	92.00

Walsingham Road

Season tickets (conditions apply)	6 months		ST	85.83	103.00	85.83	103.00
Season tickets (conditions apply)	12 months		ST	171.67	206.00	171.67	206.00

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 retention of shorter stay tariffs options, as well as competitive long stay tariffs across a range of car parks gives these households affordable choices and options.

The EQIA for Parking is located at <https://www.colchester.gov.uk/info/cbc-article/?catid=equality-framework&id=KA-01533>

(xiii) Environmental Health and Licensing Services

Introduction

Pest Control

We have bench marked the service, against other local authorities and local competitors, and there are proposed changes to the domestic and commercial charges as set out in the table below.

These changes reflect increased operating and inflationary costs, notably fuel, whilst also reflecting the need for the service to be competitive and provide value for money in the market.

New Fee – Whilst an emergency request for treatments will always be considered, where the customer wishes for convenience a same day appointment, an additional call out charge will be added.

A concessionary fee of 50% of the full fee continues to be offered to those residents in receipt of qualifying means tested benefits.

Dog Control

The Council undertook only 2 dog microchipping requests in the last year, the most recent request was March 2022. There were no requests for cat microchipping.

In 2009, it became compulsory for dogs to become microchipped. The Council to support the introduction of this piece of legislation, and to reunite owners with dogs more effectively introduced a dog microchipping service.

Interest in the service has since dwindled, as the majority of chipping being carried out by vets and is included within puppy packs as puppies by law should micro chipped by 8 weeks old.

Unlike previous years, the Council, can no longer obtain free microchips from the Dog's Trust, and the equipment needs replacing. We have considered introducing a charge for the service, but once officer time, mileage, the purchase of equipment and cost of the microchip is included we would not be in a position to compete financially with the Vets.

Therefore, due to the cost and extremely low demand a recommendation is made to withdraw the chipping service for both dogs and cats.

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

It is proposed that the stray dog kennelling overnight charge is retained at £25.00 per night. This is to fully recover the cost of increased kennelling fees incurred by the Council.

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

Environmental Protection

The Fees charged, for permitting processes under the Environmental Protection Act 1990 are set annually by DEFRA

Technical Advice

Officers within the Environmental Protection Team have high levels of technical expertise in areas such as noise; air quality; private water supplies and contaminated land. It is proposed that upon request from a Business, Developer, Land Owner, or other Local Authority that a discretionary technical service can be provided including but not limited to noise monitoring/acoustic reports, the production of noise management plans and the review of technical documents. This service, as it is a Commercial service will be increased, in line with similar services to an hourly rate of **£120 per hour + VAT £144**

Works in Default

The fee for undertaking works in default based on an hourly rate is to be increased slightly.

Private Water Supplies

The maximum charge for various water sampling activities is stipulated in Schedule 5 of the Private Water Supplies Regulations 2009. There is however, now some flexibility in the offer for the charge for sampling, so this has been increased to £150.00 for the initial visit and £100.00 for any follow up visits.

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
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Animal Services

Non-Domestic Pest Control

Rodents (rats & mice,) all treatments include a maximum of three visits. All work on completion guaranteed for one month.			ST	178.52	214.25	208.33	250.00
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Contracts priced upon request.

Other insect pests excluding bedbugs Price per hour, minimum 1 hour charge, contracts priced on request.			ST	87.55	105.00	95.83	115.00
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Bedbugs 1-3 rooms			ST	188.83	227.50	216.67	260.00
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Bedbugs 4+ rooms	ST		Price on applicati on		Price on application
Call out - no treatment required	ST	41.20	49.50	45.00	54.00

Domestic Pest Control

Rodents (rats & mice)	ST	61.80	74.20	75.00	90.00
Call out charge - additional £50.00 for same day attendance.	ST			116.37	140.00
Cockroaches/Tropical Ants	ST	77.25	92.70	85.00	102
Bedbugs	ST	161.37	193.65	179.17	215.00
Wasps/Hornets	ST	56.96	68.35	62.50	75.00
Call out charge - additional £50.00for guaranteed same day attendance.				104.17	125.00
Fleas	ST	72.10	86.50	79.17	95.00
Call out fee – no treatment required	ST	24.02	28.85	26.67	32.00

Reduced Charges - for those in receipt of a means tested benefit or the free prescriptions element of universal credit.

Rodents (rats & mice)	ST	30.90	37.00	37.50	45.00
Cockroaches/ tropical ants	ST	38.63	46.25	38.63	51.00

Wasps/hornets	ST	28.75	34.50	28.75	37.50
Fleas	ST	36.05	43.00	36.05	47.50
Bedbugs	ST	77.25	92.70	89.58	107.50
Call out fee – no treatment required		12.02	14.40	12.02	16.00

Animal Control

<i>Microchip – per dog</i>	<i>ST</i>	<i>Free</i>	<i>Free</i>	<i>Service discontinued</i>	
<i>Microchip – per cat</i>	<i>ST</i>	<i>22.50</i>	<i>27.00</i>	<i>Service discontinued</i>	
Stray Dog Charge	NB	75.00	75.00	75.00	75.00
Stray Dog Kennelling Charge (per day or part thereof)	NB	22.00	22.00	25.00	25.00
Stray Dog Veterinary fees			Vet fees recovered at cost		Vet fees recovered at cost

Environmental Protection

Private Water Supplies

First Risk Assessment	ST	416.67	500.00	416.67	500.00
Second and subsequent Risk assessments	ST		£200 for 4 hours and		£200 for 4 hours and then

			then £50.00 for every additional hour		£50.00 for every additional hour
Sampling (initial visit)	ST	83.33	100.00	125.00	150.00
Sampling (Follow up visit)	ST	83.33	100.00	83.33	100.00
Investigation	ST	83.33	100.00	83.33	100.00
Grant Authorisation	ST	83.33	100.00	83.33	100.00
Sample Analysis (minor)	ST	20.83	25.00	20.83	25.00
Sample Analysis (check monitoring)	ST	83.33	100.00	83.33	100.00
Sample Analysis (audit monitoring)	ST	416.67	500.00	416.67	500.00
Analysis of water samples	ST	Any charges incurred for the analysis of samples will be recovered at cost.		Any charges incurred for the analysis of samples will be recovered at cost.	
Concession - sampling fee for residents living in a single dwelling	ST	Free	Free	Free	Free

who are in receipt of a means tested benefit

Environmental Information Requests

	ST	83.33	100.00	83.33	100.00
Cases exceeding 2 hours will incur an additional 30 p/h	ST	25.00	30.00	25.00	30.00

Works in Default

Administration of works in default	ST	Calculated per case based on hourly rate (50.00)	Calculated per case based on hourly rate (60.00)	Calculated per case based on hourly rate (65.00)	Calculated per case based on hourly rate (78.00)
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Technical Advice

Provision of a Technical Advice Service	ST	Calculated per case based on hourly rate (50.00)	Calculated per case based on hourly rate (60.00)	Calculated per case based on hourly rate (120.00)	Calculated per case based on hourly rate (144.00)
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Licensing, Food & Safety

The fees are based on the full cost recovery of administering and processing the service, in terms of officer resource and associated costs. This year overheads have increased significantly and in line with inflationary rates (the Consumer Price index) in all areas, and therefore we are increasing all fees to ensure we can fully recover the costs of operating an effective Licensing, Food and Safety Service.

Note: Under legislation Pavement permit fees are currently capped to £100.00 until September 2023– we will review the fees if Legislation is amended. DBS fees are increased due to the new Statutory DBS 6 monthly check.

The Knowledge test is no longer accounted for in our fees as this has been outsourced to CESC

The Food Export Certificates have a charge for the first hour then an hourly rate due to the time taken to inspect all the new paperwork after leaving the EU

Gambling fees remain unchanged, as statutory inspection and audit need to be carried out to identify any changes / improvements that may be required. This will be addressed in 2023 in line with the introduction of the new gambling policy

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed Charges 2022/23 excl VAT (£)	Proposed Charges 2021/2022 incl VAT (£)
Licensing, Food & Safety	Type	Statutory Fee set					
		Yes/no					
Sex Shop Licence	New Applications	no	NB	1148.00	1148.00	1261.00	1261.00
Sex Shop Licence	Renewals	no	NB	651.00	651.00	715.00	715.00

Sex Shop Licence	Transfer	no	NB	651.00	651.00	715.00	715.00
Sex Shop Variation	Variation	no	NB	651.00	651.00	715.00	715.00
Sex Entertainment Venue	New Applications	no	NB	1394.00	1394.00	1531.00	1531.00
Sex Entertainment Venue	Renewals	no	NB	733.00	733.00	805.00	805.00
Sex Entertainment Venue Variation	Variation	no	NB	733.00	733.00	805.00	805.00
Sex Entertainment Venue	Transfer	No	NB	733.00	733.00	805.00	805.00
Scrap metal Dealers Act	Site New Application	no	NB	733.00	733.00	805.00	805.00
Scrap metal Dealers Act	Site Renewal	no	NB	461.00	461.00	506.00	506.00
Scrap metal Dealers Act	Site/Collector Variation	no	NB	246.00	246.00	270.00	270.00
Scrap metal Dealers Act	Additional Site Licence	no	NB	246.00	246.00	270.00	270.00
Scrap metal Dealers Act	Collector New Application	no	NB	343.00	343.00	377.00	377.00
Scrap metal Dealers Act	Collector Renewal	no	NB	318.00	318.00	349.00	349.00
Scrap metal Dealers Act	New Site Manager and/or Partner	no	NB	185.00	185.00	200.00	200.00

Scrap metal Dealers Act			Minor Amendment (ie where no DBS disclosure certificate is required or assessment of an individual's suitability)	no	NB	72.00	72.00	79.00	79.00
Animal Welfare Regulations (note: 1-3 year Licence)	Application Fee	Grant Fee	* Note: Vets fees to be added	Statutory Fee set Yes/No					
Hiring out of Horses (Riding Establishment) Licences (vet fee to be added and invoiced separately)	445.00	85.00	*	No	NB	482.00	482.00	530.00	530.00
Selling Animals as Pets (Pet Shops and other (does not apply to breeding of dogs))	315.00	96.00		No	NB	374.00	374.00	411.00	411.00
Animal Boarding Licence (including Daycare)	405.00	85.00		No	NB	446.00	446.00	490.00	490.00
Home Boarding for dogs	240.00	56.00		No	NB	277.00	277.00	296.00	296.00
Dog Breeding	248.00	85.00	*	No	NB	302.00	302.00	333.00	333.00

Keeping or Training animals for exhibition (3 year Licence)	344.00	56.00	No	NB	364.00	364.00	400.00	400.00
Additional Licensable Activity	96.00	56.00	No	NB	138.00	138.00	152.00	152.00
Variation to licence/re-evaluation star rating Application fee for Animal boarding, Selling Animals and Keeping Animals for exhibition	169.00	56.00	No	NB	154.00	154.00	225.00	225.00
Variation to licence/re-evaluation Star Rating Application fee for Dog Breeding and Hiring out of horses (Not including vet fees)	165.00	56.00	No	NB	154.00	154.00	221.00	221.00
Transfer of Licence due to death of licensee	79.00	N/A	No	NB	72.00	72.00	79.00	79.00
Zoo Operators Licence (+ vet fee) (payable every 6 years - next due 2025)								
			no	NB	2020.00	2020.00	2218.00	2218.00

New /
Renewal

Dangerous Wild Animals (+ vet fee) (payable every two years)	New / Renewal	no	NB	282.00	282.00	310.00	310.00
Food Export Certificates	New / Renewal	no	NB	48.46 P/H	48.46 P/H	<u>90.00</u> <u>53.20 P/H</u>	<u>90.00</u> <u>53.20 P/H</u>
NOTE DUE TO THE TIME TAKEN ON SOME THIS IS NOW AN HOURLY RATE							
Food Surrender Certificates	New / Renewal	no	NB	72.00	72.00	79.00	79.00
Tattooing, Electrolysis and Skin Piercing (Permanent or Semi-permanent), Acupuncture, Electrolysis and Ear-piercing - Premises - including 2 operators	New	no	NB	246.00	246.00	270.00	270.00
- Operators - up to 2 operators	New	no	NB	128.00	128.00	141.00	141.00
Tattooing (Permanent or Semi-permanent), Acupuncture, Electrolysis and Ear-piercing - admin charge for transfers		No	NB	Tattooing (Permanent or Semi-permanent), Acupuncture, Electrolysis and Ear-piercing - admin		85.00	85.00

				charge for transfers			
Hypnotists	New		NB	118.00	118.00	130.00	130.00
Pavement café Licence (PCA)							
Pavement Permit (Café Furniture Licence) Under 5 Square metres	New	No	NB	100.00	100.00	100.00	100.00
Pavement Permit (Café Furniture Licence) 5-10 Square metres	New	No	NB	100.00	100.00	100.00	100.00
Pavement Permit (Café Furniture Licence) 10-15 Square metres	New	No	NB	100.00	100.00	100.00	100.00
Pavement Permit (Café Furniture Licence) Over 15 Square metres	New	No	NB	100.00	100.00	100.00	100.00
Transfer/Alteration of Pavement Permit.	Transfer	No	NB	100.00	100.00	100.00	100.00
Pavement Permit (Café Furniture Licence) Under 5 Square metres Renewal	Renewal	No	NB	100.00	100.00	100.00	100.00
Pavement Permit (Café Furniture Licence) 5-10 Square metres Renewal	Renewal	No	NB	100.00	100.00	100.00	100.00

Pavement Permit (Café Furniture Licence) 10-15 Square metres Renewal	Renewal	No	NB	100.00	100.00	100.00	100.00
Pavement Permit (Café Furniture Licence) Over 15 Square metres Renewal	Renewal	No	NB	100.00	100.00	100.00	100.00
Pleasure Boats	New/Annual	no	NB	80.00	80.00	90.00	90.00
Boatsman Licence	New/Annual	no	NB	80.00	80.00	90.00	90.00
Basic Food Hygiene/Health and Safety Courses							
Basic charge (outside of Colchester)	Per person	no	EX	67.00	67.00	71.00	71.00
If resident or employed within Colchester Borough	Per person		EX	51.00	51.00	55.00	55.00
Delivered at businesses own premises	(10 pers) + £20 p/h	no	EX	410.00	410.00	439.00	439.00
Basic charge (up to 10)							
Each additional person	Per person	no	EX	21.00	21.00	22.00	22.00
Exam resit fees	Per person	no	EX	21.00	21.00	22.00	22.00
Hackney Carriage and Private Hire							
Vehicle and Operators Licences							

Hackney Carriage Vehicle	Annual / Renewal	no	NB	410.00	410.00	450.00	450.00
Hackney Carriage Hybrid	Annual / Renewal	no	NB	297.00	297.00	326.00	326.00
Hackney Carriage Full Electric	Annual / Renewal	no	NB	200.00	200.00	220.00	220.00
Private Hire Vehicle	Annual / Renewal	no	NB	350.00	350.00	383.00	383.00
Private Hire Vehicle Hybrid	Annual / Renewal	no	NB	256.00	256.00	281.00	281.00
Private Hire Vehicle Full Electric	Annual / Renewal	no	NB	174.00	174.00	191.00	191.00
Operator's Licence - 1 vehicle (PHV)	New / Renewal (5 years)	no	NB	297.00	297.00	326.00	326.00
Operator's Licence – 2-5 vehicles (PHV)	New / Renewal (5 years)	no	NB	343.00	343.00	377.00	377.00

Operator's Licence – 6+ vehicles (PHV)		New / Renewal (5 years)	no	NB	410.00	410.00	450.00	450.00
Category change fee			no	NB	72.00	72.00	79.00	79.00
Operator's licence transfer fee			no	NB	72.00	72.00	79.00	79.00

Drivers Licences

Initial Licence valid for up to 3 years unless probationary 1 year licence		New (3 years) also Probationary 1 year)	no	NB	205.00	205.00	225.00	225.00
Renewal Licence valid for up to 3 years unless probationary 1 year licence		New (3 years) also Probationary 1 year)	no	NB	185.00	185.00	203.00	203.00
ENGLISH TEST Colchester English Study Centre	Direct application to CESC	New	no	NB	120.00	120.00	120.00	120.00

Licence Transfer Fees

Vehicle to vehicle (must always remain a licenced vehicle)			no	NB	97.00	97.00	107.00	107.00
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Person to person	no	NB	97.00	97.00	107.00	107.00
Registration number change	no	NB	97.00	97.00	107.00	107.00

Vehicle Inspection Fees

HC Vehicle Inspection Fee (other than brand new) as MOT	no	NB	50.00	50.00	50.00	50.00
HC Vehicle Inspection Fee (Brand new)	no	NB	30.00	30.00	30.00	30.00
PH Vehicle Inspection Fee (other than brand new) as MOT	no	NB	50.00	50.00	50.00	50.00
PH Vehicle Inspection Fee (Brand new)	no	NB	30.00	30.00	30.00	30.00
Failure to attend Garage for appointment	no	NB	60.00	60.00	60.00	60.00

Replacement Equipment

Replacement Plates	no	NB	26.00	26.00	27.00	27.00
Replacement Badges	no	NB	17.50	17.50	19.00	19.00
Replacement vehicle window cards	no	NB	5.50	5.50	6.00	6.00

Standard Roof Sign	At cost plus handling charge	no	NB	10.50	10.50	11.50	11.50
Standard Door Signs	At cost plus handling charge	no	NB	10.50	10.50	11.50	11.50
Fees for drivers' licences do not include the fee for a mandatory DBS +DVLA check, which will be charged additionally.	NOTE Personal Checks Ltd			94.00	94.00	100.00	100.00
Post Office Charge verification check				14.00	14.00	15.00	15.00
Plate Exemption		no	E	11.50	11.50	12.00	12.00
Transfer of PH vehicles to new Operator (per vehicle)		no	E	11.50	11.50	12.00	12.00
CSE, Dementia and Vulnerable Persons Training		no	E	21.00	21.00	22.00	22.00
Alcohol and Entertainment Licences – Statutory fees							
Premises Licenses - Initial Applications							
Band A - Rateable Value £0 - £4,300		Yes	NB	100.00	100.00	100.00	100.00

Band B - £4,301 - £33,000	Yes	NB	190.00	190.00	190.00	190.00
Band C - £33,001 - £87,000	Yes	NB	315.00	315.00	315.00	315.00
Band D - £87,001 - £125,000	Yes	NB	450.00	450.00	450.00	450.00
Band E - £125,000 and over	Yes	NB	635.00	635.00	635.00	635.00

Premises Licences - Renewals

Band A - Rate able Value £0 - £4,300	Yes	NB	70.00	70.00	70.00	70.00
Band B - £4,301 - £33,000	Yes	NB	180.00	180.00	180.00	180.00
Band C - £33,001 - £87,000	Yes	NB	295.00	295.00	295.00	295.00
Band D - £87,001 - £125,000	Yes	NB	320.00	320.00	320.00	320.00
Band E - £125,000 and over	Yes	NB	350.00	350.00	350.00	350.00

Premises Licences - Variations

Band A - Rateable Value £0 - £4,300	Yes	NB	100.00	100.00	100.00	100.00
Band B - £4,301 - £33,000	Yes	NB	190.00	190.00	190.00	190.00
Band C - £33,001 - £87,000	Yes	NB	315.00	315.00	315.00	315.00
Band D - £87,001 - £125,000	Yes	NB	450.00	450.00	450.00	450.00
Band E - £125,000 and over	Yes	NB	635.00	635.00	635.00	635.00

Minor Variations - all Bands	Yes	NB	89.00	89.00	89.00	89.00
Personal Licences						
Initial Application	Yes	NB	37.00	37.00	37.00	37.00
Miscellaneous Fees						
Copies of Documents etc	Yes	NB	10.50	10.50	10.50	10.50
Transfers	Yes	NB	23.00	23.00	23.00	23.00
Change of Designated Premises Supervisor	Yes	NB	23.00	23.00	23.00	23.00
Temporary Event Notices	Yes	NB	21.00	21.00	21.00	21.00
Notice of Interest in Premises	Yes	NB	21.00	21.00	21.00	21.00
Theft or loss of certificate or summary	Yes	NB	10.50	10.50	10.50	10.50
Application for a provisional statement where premises being built	Yes	NB	315.00	315.00	315.00	315.00
Notification of change of name or address for holder of premise licence	Yes	NB	10.50	10.50	10.50	10.50
Application to vary to specify individual as premise supervisor	Yes	NB	10.50	10.50	10.50	10.50
Application to transfer premise licence	Yes	NB	23.00	23.00	23.00	23.00

Change of name or alteration of CLUB rules	Yes	NB	10.50	10.50	10.50	10.50
Change or registered address of club	Yes	NB	10.50	10.50	10.50	10.50
Theft or loss of temporary event notice	Yes	NB	10.50	10.50	10.50	10.50
Theft or loss of personal licence	Yes	NB	10.50	10.50	10.50	10.50
Duty to notify change of name or address for personal license	Yes	NB	10.50	10.50	10.50	10.50
Right of freeholder etc to be notified of licensing matters	Yes	NB	21.00	21.00	21.00	21.00
Licensing Act 2003 Cinema certification Fees	Yes	NB	150.00	150.00	165.00	165.00
Application for an Interim Authority Notice	Yes	NB	23.00	23.00	23.00	23.00
Additional Fees for exceptionally large capacity venues						
500-9999	Yes	NB	1,000.00	1,000.00	1,000.00	1,000.00
10000-14999	Yes	NB	2,000.00	2,000.00	2,000.00	2,000.00
15000-19999	Yes	NB	4,000.00	4,000.00	4,000.00	4,000.00
20000-29999	Yes	NB	16,000.00	16,000.00	16,000.00	16,000.00

30000-39999	Yes	NB	20,000.00	20,000.00	20,000.00	20,000.00
40000-49999	Yes	NB	24,000.00	24,000.00	24,000.00	24,000.00
50000-59999	Yes	NB	32,000.00	32,000.00	32,000.00	32,000.00
60000-69999	Yes	NB	40,000.00	40,000.00	40,000.00	40,000.00
70000-79999	Yes	NB	48,000.00	48,000.00	48,000.00	48,000.00
80000-89999	Yes	NB	56,000.00	56,000.00	56,000.00	56,000.00
90000 and over	Yes	NB	64,000.00	64,000.00	64,000.00	64,000.00

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						
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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						
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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
Change of Circumstance	no	NB	30.00	30.00	30.00	30.00
Copy of Licence	no	NB	11.00	11.00	11.00	11.00

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

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

Copy of a Temporary Use Notice	Yes	NB			25.00	25.00
Occasional Use Notice	Yes		150.00	150.00	0.00	0.00
NO POWER TO CHARGE FEE		NB				
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	26.00	26.00
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						
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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						
Food and Safety						
H&S Disclosures						

Statement of Relevant Facts (per hour)		no	ST	69.00	82.80	74.00	88.20
Food Hygiene Re-Inspection Request		no	ST	158.00	189.60	169.00	202.80
Food Hygiene Advice and Consultation (getting to five) 1st 2 hours then every hour	New	no	ST	185.00	222.00	198.00	237.60
Licensing Application Checking Service							
Licensing Rating of Films		No	NB			165.00	165.00
Full Application 1st 2hours then every hour		no	ST	157.00	157.00	236.00	283.20
Temporary Event Notice Per Hour 1st 2 hours then every hour		no	ST	220.00	264.00	143.00	171.60
General Admin Charge for Licensing, Food or Safety (cost recovery)		No	NB	133.00	159.60	12.00	12.00
House to House NO CHARGE				12.00	12.00	N/A	N/A
Street Collections NO CHARGE				N/A	N/A	N/A	N/A
Caravan Licensing NO CHARGE				N/A	N/A	N/A	N/A

(xiv) Recycling and Trade Services

Introduction

Trade Service

New rates have been included to better reflect the customer base and to ensure that the service remains competitive, in a competitive market. This includes the ability to collect more recyclable material and offer more services to business and support more environmentally enabled businesses. Food related business residual empty charges have been increased by 50% to reflect the cost of landfill charges.

Special collections

Costs have been reviewed and uplifted by 9.9%.

Description of charge	Optional	Discount	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Pricing Schedule Trade tonnage subject to landfill tax							
SACKS Customers (Inc School, Food and Non-Food)							
Green sacks			NB	42.00	42.00	46.20	46.20
Clear Sacks (delivered) Businesses – paper, cardboard, plastic (separated)			NB	29.30	29.30	32.30	32.30

Clear Sacks (delivered) Schools – paper, cardboard, plastic (separated)			NB	00.00	00.00	00.00	00.00
CONTAINER Weekly Hire (Inc School, Food and Non-Food)							
1100L hire			NB	4.10	4.10	4.60	4.60
660L hire			NB	3.40	3.40	3.80	3.80
360L hire			NB	1.60	1.60	1.80	1.80
180l hire – food waste			NB	1.60	1.60	1.00	1.00
Non-food related business Residual / Refuse							
360l emptying			NB	7.80	7.80	8.60	8.60
660l emptying			NB	12.10	12.10	12.10	13.30
1100l emptying			NB	14.30	14.30	15.80	15.80
Food related business Residual / Refuse							
360l emptying			NB	10.70	10.70	16.10	16.10
660l emptying			NB	16.80	16.80	25.20	25.20
1100l emptying			NB	19.80	19.80	29.70	29.70
Schools Residual / Refuse							

360l emptying			NB	6.70	6.70	7.40	7.40
660l emptying			NB	9.90	9.90	10.90	10.90
1100l emptying			NB	12.10	12.10	13.30	13.30
All customers							
Recycling							
180l emptying - food waste			NB	7.70	7.70	7.70	7.70
360l emptying - glass			NB	5.20	5.20	5.80	5.80
360l emptying - tins and cans			NB	5.20	5.20	5.80	5.80
360l emptying - plastic			NB	5.20	5.20	5.80	5.80
Weekly cardboard collection			NB	584.30	584.30	642.20	642.20
Non-contract (one-off) cardboard collection			NB	45.50	45.50	50.10	50.10
Other							
Duty of Care Certificate			NB	31.70	31.70	34.90	34.90
Cleansing of Bulk Containers			NB	107.17	107.17	117.80	117.80
Re-signing fee			NB	62.30	62.30	68.50	68.50
Special collections							
Bulky items 1-6			NB	60.50	60.50	66.50	66.50
Bulky items 6-12			NB	82.10	82.10	90.30	90.30
Fridges, Fridge/Freezers or Freezers			NB	31.00	31.00	34.10	34.10

TVs, Monitors, Microwaves			NB	15.40	15.40	17.00	17.00
White goods - dishwashers, cookers, washing machines, tumble driers, spin driers (maximum 5 items) price per item			NB	15.40	15.40	17.00	17.00

Description of charge	Optional	Discount	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Sales of Container Bins to Managing Agents							
Sale of 1100L container bin – Supply and Delivery			ST	0.00	0.00	463.73	556.48
Sale of 1100L container bin – Supply and deliver replacement bin, recover, empty and dispose of faulty/damaged customer bin			ST	0.00	0.00	498.73	598.48

Description of charge	Optional	Discount	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Short term hire of 1100L container bins to Managing Agents							
Short term hire including supply and collection of a business 1100L bin for up to 10 weeks			ST	0.00	0.00	233.78	280.54

Option to buy a permanent 1100L bin after 10 week short term hire period			ST	0.00	0.00	348.78	418.54
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Equality, Diversity and Human Rights implications

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

Fixed Penalty Notices

Introduction

Following 2 years of significant increases it is deemed that no further increase be made for 2023/2024.

Description of charge	Optional	Discount	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Fixed penalty notice							
Fixed penalty notice			NB	200.00	200.00	200.00	200.00

Equality, Diversity and Human Rights implications

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

(xv) Cemetery and Crematorium

Introduction

The income generated by Bereavement Services is important and is reinvested into all the other services the Council provides, many of which are for the most vulnerable people of Colchester. Without this income we would have to cut some of these services, and we need to protect and generate more of this income to help balance our budgets in future years and cover soaring prices and uncertainties.

5 of the Fees and Charges – Adult Cremations, Direct Cremations, Environmental Surcharge, Ashes Burials and Granite Niche memorials - were raised by 5% mid-year in 2022/2023 to cover budget gaps caused by the increase in fuel and supply costs. Therefore, those fees are recommended to bear a lower rate of increase than some others from 1st April 2023. The Adult Cremation and Environmental Surcharge fees are recommended to be further raised by 4%. The Direct Cremation and Granite niche fees are recommended to be further raised by 2.5%.

Benchmarking shows that these proposed adult cremation prices will still be more or less in line with many other neighbouring crematoria. Our fee will be higher than Chelmsford's current fee of £924 and lower than both Braintree and West Suffolk whose fees are both currently £999. All are all likely to increase their prices again next year.

The majority of the fees have been recommended to be raised by 9.4%. 3 fees have been raised by 10% because they can bear that rate of uplift – Exclusive Rights of Burial have been quite a bit lower than other neighbouring cemeteries during recent years. Some fees, chiefly memorials, have been raised by only 2.5% because to raise them higher would limit sales.

Key to these proposals is the fact that those suffering funeral poverty are protected, and our services provide dignity and support to all. We include options for a Direct Cremation, support with social fund benefit claims to cover costs and as a last resort a Public Health funeral. We also keep a handful of our memorials pegged low to allow families struggling with the Cost of Living Crisis to provide a memorial to their loved ones. As such our aim is to tackle inequalities and ensure support and protection of the most vulnerable.

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl.VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Cremations							
Adult cremation	18 years of age and over		EX	836.00	836.00	870.00	870.00
Direct cremation	18 years of age and over		EX	468.00	468.00	480.00	480.00
Environmental surcharge	18 years of age and over		EX	103.00	103.00	107.00	107.00
Babies and children	Up to the eve of their 18 th birthday		EX	0.00	0.00	0.00	0.00
Body Part	Of a deceased person whose body was previously cremated.		EX	107.00	107.00	118.00	118.00
Interments							
For interment in a grave, with or without the purchase of an exclusive right of burial							

Babies and children	Up to the eve of their 18 th birthday	NB	0.00	0.00	0.00	0.00
Adult	18 years and over					
- Burial at single depth	137cm	NB	706.00	706.00	772.00	772.00
- Burial at double depth	183cm	NB	844.00	844.00	923.00	923.00
For the interment of cremated remains in a grave	With a valid Exclusive Right of Burial	NB	220.00	220.00	241.00	241.00
Disinterment (exhumation)	Of cremated remains	NB	369.00	369.00	404.00	404.00
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	64.17	77.00	65.83	79.00
5 line entry	Text only	ST	126.67	152.00	138.33	166.00

5 line entry	+ Simple flower illustration	ST	181.67	218.00	198.33	238.00
5 line entry	+ Crest or complex illustration	ST	205.00	246.00	224.17	269.00
8 line entry	Text only	ST	205.00	246.00	224.17	269.00
8 line entry	+ Simple flower illustration	ST	255.00	306.00	279.17	335.00
8 line entry	+ Crest or complex illustration	ST	271.67	326.00	297.50	357.00
Garden of Remembrance Memorials						
Standard Rose Tree with cast aluminium plaque						
Initial Period	For 5 years	ST	250.00	300.00	273.33	328.00
Initial Period	For 10 years	ST	325.83	391.00	334.17	401.00
Renewal of memorial	For 1 year	ST	68.33	82.00	70.00	84.00
Renewal of memorial	For 5 years	ST	127.50	153.00	139.17	167.00
Renewal of memorial	For 10 years	ST	177.50	213.00	194.17	233.00
Fuchsia or shrub, with cast aluminium plaque						
Initial Period	For 5 years	ST	200.83	241.00	220.00	264.00

Initial Period	For 10 years	ST	274.17	329.00	300.00	360.00
Renewal of memorial	For 1 year	ST	51.67	62.00	52.50	63.00
Renewal of memorial	For 5 years	ST	100.83	121.00	110.00	132.00
Renewal of memorial	For 10 years	ST	154.17	185.00	168.33	202.00
Additional cast aluminium plaque		ST	117.50	141.00	128.33	154.00
Other Garden Memorials						
Name tower in The Garden	For 10 years	ST	230.00	276.00	246.67	296.00
Renewal of name tower in the Garden	For 10 years	ST	154.17	185.00	168.33	202.00
Name tower in Jemima's Corner	For 10 years	ST	222.50	267.00	228.33	274.00
Renewal of Jemima's Corner name tower	For 10 years	ST	149.17	179.00	152.50	183.00
Tree in the Cemetery (an existing mature tree) initial period with plaque	For 10 years	ST	364.17	437.00	373.33	448.00
Renewal of tree memorial	For 10 years	ST	197.50	237.00	202.50	243.00
Inscribed stone brick:	The brick to remain throughout the duration of the wall standing or will be relocated elsewhere should the wall be removed within	ST	272.50	327.00	287.50	345.00
In either Wall of Remembrance						

	ten years of purchase.					
Granite niche*	In perpetuity					
		EX	776.00	776.00	795.00	795.00
Additional inscription/replacement tile	On granite niche	ST	161.67	194.00	176.67	212.00
Additional inscription	On columbarium	ST	161.67	194.00	176.67	212.00
Teddy Columbarium niche & plaque	In perpetuity	EX	343.00	343.00	274.00	274.00
Granite plaque on granite bench	For 10 years	ST	230.00	276.00	251.67	302.00
Renewal of plaque on granite bench	For 10 years	ST	154.17	185.00	158.33	190.00
Butterfly plaque on the butterfly wall, including inscription	For 10 years	ST	230.00	276.00	235.83	283.00
Butterfly plaque on the butterfly wall renewal lease	For 10 years	ST	154.17	185.00	158.33	190.00
Memorial seat, including maintenance & plaque 183cm wide (6ft)	For a period of 10 years	ST	445.00	548.00	468.33	562.00
Memorial seat 183cm, renewal of lease, including maintenance	For a further 10 years	ST	323.33	388.00	331.67	398.00
Memorial seat, including maintenance & plaque 122cm wide (4ft)	For a period of 10 years	ST	320.83	385.00	329.17	395.00
Memorial seat 122cm, renewal of lease, including maintenance	For a further 10 years	ST	189.17	227.00	194.17	233.00
Additional seat plaque		ST	121.67	146.00	125.00	150.00

Arboria plaque	Text only	ST	120.83	145.00	124.17	149.00
Arboria plaque	With a monochrome motif	ST	141.67	170.00	145.00	174.00
Arboria plaque	With a coloured motif	ST	175.00	210.00	179.17	215.00
Arboria plaque	With a photo plaque	ST	220.00	264.00	225.83	271.00

Exclusive Rights of Burial

On the expiry of the initial period of grant, the period may be renewed

for a further 50 or 100 years

For the exclusive right of burial in a lawn or traditional grave	For 50 years	NB	642.00	642.00	702.00	702.00
For the exclusive right of burial in a lawn or traditional grave	For 100 years	NB	1012.00	1012.00	1113.00	1113.00

For the exclusive right of burial in the Baby Burial Garden	For 50 years	NB	204.00	204.00	223.00	223.00
For the exclusive right of burial in the Baby Burial Garden	For 100 years	NB	326.00	326.00	357.00	357.00

For the exclusive right of burial in a cremated remains grave	For 50 years	NB	317.00	317.00	347.00	347.00
For the exclusive right of burial in a cremated remains grave	For 100 years	NB	475.00	475.00	520.00	520.00

Scattering of cremated remains	On a grave space	EX	89.00	89.00	97.00	97.00
Scattering of cremated remains in Garden of Remembrance	When the cremation took place at another crematorium.	EX	83.00	83.00	91.00	91.00

Applications for the Erection of Memorials

A flat stone or slab; or a memorial stone not exceeding 0.56m in height; or a memorial stone exceeding 0.56m in height; or a footstone, tablet or stone vase; or a kerb set (any size).	On a grave with an existing EROB	NB	144.00	144.00	148.00	148.00
For an additional inscription	On an existing memorial with a valid EROB	NB	94.00	94.00	96.00	96.00

Miscellaneous - Crematorium

Use of Crematorium Chapel	For an extra 30 minutes of service	EX	276.00	276.00	302.00	302.00
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Use of Crematorium Chapel	For a service which badly overruns its allotted time						
		EX	276.00	276.00	302.00	302.00	
Use of Crematorium chapel	For a burial or memorial service	EX	276.00	276.00	302.00	302.00	
Register Search	Of over 8 names	ST	25.00	30.00	25.83	31.00	
Obitus: Webcast of a chapel service	Live, viewed through Obitus website	Revised fee ST	39.17	47.00	42.50	51.00	
Obitus: Webcast of a chapel service + access to a downloadable recording for 28 days	Live, viewed through Obitus website	ST	43.33	52.00	47.50	57.00	
Obitus: Copy of webcast	DVD/BluRay/USB	ST	47.50	57.00	51.67	62.00	
Obitus: Visual Tribute: single photo	Static and shown throughout service	ST	12.50	15.00	13.33	16.00	
Obitus: Visual Tribute: Simple slideshow	Up to 25 photos	ST	39.17	47.00	42.50	51.00	

Obitus: Professional photo tribute	Up to 25 photos set to music	ST	70.00	84.00	76.67	92.00
Obitus: Family supplied video	Checking and preparation of video	ST	17.50	22.00	20.00	24.00
Obitus: Copy of the professional photo tribute	DVD/BluRay/USB	ST	22.50	27.00	24.17	29.00
Obitus: Copy of the professional photo tribute	Downloadable from Obitus website	ST	12.50	15.00	13.33	16.00
Obitus: Additional copies	Each additional DVD, BluRay or USB	ST	22.50	27.00	24.17	29.00
Obitus: Additional photos – up to 25 extra photos	On Simple slideshow or Pro photo tribute	ST	22.50	27.00	24.17	29.00
Obitus: Bespoke extra work	Adding a video to the Pro photo					

	tribute, revisions, or any other departures from standard services	ST	22.50	27.00	24.17	29.00
Decorative urns	Prices on application	ST				
Ash jewellery	Prices on application	ST				
Miscellaneous - Cemetery						
For registering a transfer or surrender of a Grant of Exclusive Right of Burial		ST	50.00	60.00	55.00	66.00
Cremation or Burial Cancellation Fee	(If less than 48 hours' notice)	ST	339.17	407.00	370.83	445.00

Equality, Diversity and Human Rights implications

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

(xvi) Sport and Leisure

Introduction

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

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

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

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

Description of charge	Optional	Optional	VAT Ind	Current 2022/23 Charges excl. VAT (£)	Current 2022/23 Charges incl. VAT (£)	Proposed 2023/24 Charges excl. VAT (£)	Proposed 2023/24 Charges incl. VAT (£)
Leisure Pool							
Leisure Pool Peak (hire)		Session	ST	375.00	450.00	395.83	475.00
Leisure Pool Off Peak (hire)		Session	ST	229.17	275.00	262.50	315.00
Parent & toddler	Adult	Session	ST	6.17	7.40	6.58	7.90
Parent & toddler	Junior over 3	Session	ST	0.92	1.10	0.83	1.00

Adult Swim	Adult	Session	ST	7.17	8.60	8.00	9.60
Family Swim	Family	Session	ST	24.67	29.60	25.83	31.00
Junior Swim – 3 years to 16 years	Junior	Session	ST	6.33	7.60	7.17	8.60
Junior Swim – 12 months up to 3 years	Junior	Session	ST	NEW		3.58	4.30
Fitness Pool							
Fun & Floats	Adult	Session	ST	NEW		4.25	5.10
Fun & Floats	Junior	Session	ST	NEW		3.00	3.60
Fitness Pool Swim	Adult	Session	ST	4.25	5.10	4.25	5.10
Fitness Pool Swim	Concession	Session	ST	3.00	3.60	3.00	3.60
Fitness Pool Swim	Junior	Session	ST	3.00	3.60	3.00	3.60
Ladies Only Swim	Adult	Session	ST	4.25	5.10	4.25	5.10
Inflatable Session	Adult	Session	ST	NEW		5.83	7.00
Inflatable Session	Junior	Session	ST	NEW		5.83	7.00
Fitness Pool (hire)							
Fitness Pool (hire) (aqua splat)		55 minutes	ST	137.50	165.00	137.50	165.00
Fitness Pool (hire) (gala)		55 minutes	ST	145.83	175.00	145.83	175.00
Fitness Pool (hire) (general)		55 minutes	ST	110.83	133.00	116.67	140.00
Fitness Pool (hire) (school)		55 minutes	ST	2.17	2.60	2.17	2.60
Teaching Pool/Dive Pit (hire)		55 minutes	ST	55.83	67.00	58.33	70.00
Wetside Course							
ASA teachers level 1 Course		Course	EX	410.00	410.00	410.00	410.00
ASA teachers level 2 Course		Course	EX	665.00	665.00	665.00	665.00
One to One Lesson (30 minutes)		Session	EX	27.30	27.30	27.30	27.30
One to One Lesson (45 minutes)		Session	EX	35.54	35.54	35.54	35.54
One to One Lesson (60 minutes)		Session	EX	37.60	37.60	37.60	37.60
One to Two Lesson (30 minutes)		Session	EX	32.45	32.45	32.45	32.45
One to Two Lesson (60 minutes)		Session	EX	42.75	42.75	42.75	42.75
RLSS Pool Lifeguard Course		Course	EX	315.00	315.00	317.00	317.00
Swim School Lesson	Adult	Lesson	EX	8.50	8.50	8.50	8.50
Swim School Lesson	Advanced	Lesson	EX	9.00	9.00	9.00	9.00
Swim School Lesson	Standard	Lesson	EX	7.20	7.20	7.20	7.20

Aqua Springs							
Naturist Entrance		Session	ST	13.33	16.00	13.33	16.00
Towel Hire		Item	ST	4.17	5.00	4.17	5.00
Weekday Entrance	Adult	Session	ST	14.58	17.50	14.58	17.50
Weekday Entrance (weekday before 4pm)	Concession	Session	ST	11.25	13.50	11.25	13.50
Weekend Entrance	Adult	Session	ST	16.25	19.50	16.25	19.50
Activa Health and Fitness							
First PT		Session	EX	15.00	15.00	15.00	15.00
Teen Fitness Induction		Session	EX	5.00	5.00	15.00	15.00
Personal Training (30 minutes)		30 minutes	EX	22.50	22.50	22.50	22.50
Personal Training (60 minutes)		60 minutes	EX	35.00	35.00	35.00	35.00
Voucher Sales (12 sessions) (personal training) (30 min)		Block	EX	230.00	230.00	230.00	230.00
Voucher Sales (12 sessions) (personal training) (60 min)		Block	EX	360.00	360.00	360.00	360.00
DD personal training (12 sessions) (3x pcw) (30min)		Block	EX	252.00	252.00	252.00	252.00
DD personal training (12 sessions) (3x pcw) (60min)		Block	EX	390.00	390.00	390.00	390.00
Activa Workout	Adult	60 minutes	ST	7.50	9.00	7.92	9.50
Activa Workout	Concession	60 minutes	ST	5.92	7.10	6.33	7.60
Activa Workout	Teen Fitness	60 minutes	ST	5.08	6.10	5.50	6.60
Group Fitness Classes							
Line Dancing		Session	EX	5.15	5.15	5.65	5.65
Line Dancing (2hr)		Session	EX	6.15	6.15	6.65	6.65
Group Fitness (45 mins)		Session	EX	6.15	6.15	6.65	6.65
Group Fitness (60 mins)		Session	EX	7.15	7.15	7.65	7.65
Group Fitness (90 mins)		Session	EX	8.15	8.15	8.65	8.65
Group Fitness (Activa) (30 mins)		Session	EX	5.15	5.15	5.65	5.65
Group Fitness (Activa) (45 mins)		Session	EX	6.15	6.15	6.65	6.65
Virtual (Spin Studio) single use solo		30 minutes	V	3.33	4.00	3.75	4.50

Virtual (Spin Studio) single use solo		45 minutes	V	4.17	5.00	4.58	5.50
Virtual (Spin Studio) single use solo		60 minutes	V	5.00	6.00	5.42	6.50
LEAP							
Activa Workout	Adult	60 minutes	EX	7.10	7.10	7.10	7.10
Aerobic class		Session	EX	6.75	6.75	6.75	6.75
Fitness Pool Swim		Session	EX	4.00	4.00	4.00	4.00
LEAP Appointment (GP Referred)		Session	EX	5.00	5.00	5.00	5.00
LEAP Appointment (Self-Referred)		Session	EX	10.00	10.00	10.00	10.00
Water Mobility	Casual	Session	EX	7.00	7.00	7.00	7.00
Miscellaneous							
Spectator Entrance Fee			ST	0.83	1.00	0.83	1.00
Dryside Admissions							
Badminton (Peak)	Adult	55 minutes	ST	10.79	12.95	11.63	13.95
Badminton (Off-Peak) [up until 4pm Mon-Fri]	Adult	55 minutes	ST	7.46	8.95	8.29	9.95
Badminton (mixed age groups pay applicable Adult fee)	Junior	55 minutes	ST	7.46	8.95	8.29	9.95
Basketball		55 minutes	ST	52.08	62.50	52.08	62.50
Basketball Half Hall		55 minutes	ST	29.17	35.00	29.17	35.00
Football (5-a-side) (sports hall)		55 minutes	ST	52.08	62.50	52.08	62.50
Squash	Adult	45 minutes	ST	8.13	9.75	8.75	10.50
Squash	Junior	45 minutes	ST	6.25	7.50	6.88	8.25
Sport for Confidence		55 minutes	EX	NEW		3.50	3.50
Table Tennis	Adult	55 minutes	ST	7.92	9.50	8.33	10.00
Table Tennis	Junior	55 minutes	ST	6.04	7.25	6.46	7.75
Dryside Facility Hire							
Meeting Room (hire) (single) (1st hour)		55 minutes	EX	30.00	30.00	35.00	35.00
Meeting Room (hire) (single) (2nd hour)		55 minutes	EX	20.00	20.00	25.00	25.00
Meeting Room (hire) (double) (1st hour)		55 minutes	EX	40.00	40.00	45.00	45.00

Meeting Room (hire) (double) (2nd hour)		55 minutes	EX	30.00	30.00	35.00	35.00
Sports Hall – whole hall		55 minutes	ST	60.00	72.00	65.00	78.00
Charter Hall – whole hall		55 minutes	ST	NEW		65.00	78.00
Dryside Activities							
Birthday Party (Splash)		Session	ST	175.00	210.00	191.67	230.00
Birthday Party (Sports)		Session	ST	116.67	140.00	133.33	160.00
Birthday Party (Inflatable)		Session	ST	186.00	223.20	200.00	240.00
Holiday Camp (all sites)	Extended Day	Session	EX	25.00	25.00	25.00	25.00
Holiday Camp (all sites)	Standard Day	Session	EX	20.00	20.00	20.00	20.00
Highwoods Sports Centre Sports Hall							
Hire of Hall (sports and events)	Adult	per hour	ST	44.58	53.50	48.75	58.50
Hire of Hall (sports and events)	Junior	per hour	ST	27.50	33.00	31.67	38.00
Badminton	Adult	per hour	ST	10.79	12.95	11.63	13.95
Badminton	Junior	per hour	ST	7.46	8.95	8.29	9.95
Table Tennis	Adult	per hour	ST	7.92	9.50	8.33	10.00
Table Tennis	Junior	per hour	ST	6.04	7.25	6.46	7.75
Cricket (2 nets)	Adult	per hour	ST	47.21	56.60	51.33	61.60
Cricket (2 nets)	Junior	per hour	ST	23.75	28.50	27.92	33.50
Cricket (4 nets)	Adult	per hour	ST	55.42	66.50	55.42	66.50
Cricket (4 nets)	Junior	per hour	ST	34.33	41.20	38.50	46.20
Gymnasium							
Hire of Gymnasium (sports and events)	Adult	per hour	ST	34.83	41.80	39.00	46.80
Hire of Gymnasium (sports and events)	Junior	per hour	ST	22.08	26.50	26.25	31.50
Field Area							
5-a-side Football pitch	Adult	per pitch	ST	19.17	23.00	19.17	23.00
5-a-side Football pitch	Junior	per pitch	ST	13.50	16.20	13.50	16.20
7-a-side Football pitch	Junior	per match	ST	22.92	27.50	22.92	27.50

9-a-side Football pitch	Junior	per match	ST	28.50	34.20	28.50	34.20
Football Training grid	Junior	per hour	ST	9.17	11.00	9.17	11.00
Full size pitch	Adult	per match	ST	60.00	72.00	60.83	73.00
Full size pitch	Junior	per match	ST	35.42	42.50	35.42	42.50
Floodlit Area							
Football (weekday)	Adult	per hour	ST	16.67	20.00	18.33	22.00
Football (weekday)	Junior	per hour	ST	14.17	17.00	15.83	19.00
Football (weekend)	Adult	per hour	ST	15.00	18.00	16.67	20.00
Football (weekend)	Junior	per hour	ST	12.08	14.50	13.50	16.50
Netball (weekday)	Adult	per hour	ST	15.63	18.75	17.29	20.75
Netball (weekday)	Junior	per hour	ST	10.83	13.00	12.50	15.00
Netball (weekend)	Adult	per hour	ST	13.13	15.75	14.79	17.75
Netball (weekend)	Junior	per hour	ST	8.75	10.50	10.42	12.50
Tennis court	Adult	per hour	ST	7.46	8.95	9.13	10.95
Tennis court	Junior	per hour	ST	5.79	6.95	7.46	8.95
Combined price	Adult & Junior	per hour	ST	6.63	7.95	8.29	9.95
Miscellaneous							
Hire of Equipment			ST	2.50	3.00	2.92	3.50
Deposit for Equipment			ST	2.50	3.00	3.33	4.00
Seminar Room							
Hire of Room		per hour	ST	15.00	18.00	17.08	20.50
Fitness Centre							
Fitness Centre Workout	Adult	per hour	ST	5.13	6.15	5.54	6.65
Fitness Centre Workout	Junior	per hour	ST	3.42	4.10	3.83	4.60
Induction	Adult/Jnr	per person	EX	10.00	10.00	10.50	10.50
Sessions							
Classes	Adult	per person	EX	6.00	6.00	6.50	6.50
Birthday Parties							
Supertots/Superfun		per party	ST	145.83	175.00	145.83	175.00
Sports		per party	ST	116.67	140.00	116.67	140.00
Tiptree Sports Centre Sports Hall							

Hire of Hall (sports and events)	Adult	Hour	ST	44.58	53.50	48.75	58.50
Hire of Hall (sports and events)	Junior	Hour	ST	27.50	33.00	31.67	38.00
Badminton	Adult	Hour	ST	10.79	12.95	11.63	13.95
Badminton	Junior	Hour	ST	7.46	8.95	8.29	9.95
Gymnasium							
Hire of Gymnasium (sports and events)	Adult	Hour	ST	28.33	34.00	32.50	39.00
Hire of Gymnasium (sports and events)	Junior	Hour	ST	22.25	26.70	26.42	31.70
Table Tennis	Adult	Hour	ST	7.92	9.50	8.33	10.00
Table Tennis	Junior	Hour	ST	6.04	7.25	6.46	7.75
Squash Courts							
Squash	Club	45 mins	ST	8.13	9.75	8.54	10.25
Squash	Junior	45 mins	ST	6.25	7.50	6.67	8.00
Dance Studio / Community Hall							
Hire/Dancing/Martial Arts/Aerobics	Adult	Hour	ST	15.42	18.50	17.50	21.00
Hire/Dancing/Martial Arts	Junior	Hour	ST	12.92	15.50	15.00	18.00
Fitness Centre							
Fitness Centre Workout	Adult	Hour	ST	5.42	6.50	5.83	7.00
Fitness Centre Workout	Junior	Hour	ST	3.33	4.00	3.75	4.50
Fitness Centre Induction	Adult/Jnr	Session	EX	10.00	10.00	10.50	10.50
Multi-Use Games Area							
Netball/Football/Basketball – per court/pitch - weekday	Adult	Hour	ST	14.17	17.00	15.42	18.50
Netball/Football/Basketball – per court/pitch - weekday	Junior	Hour	ST	9.83	11.80	11.08	13.30
Netball/Football/Basketball – per court/pitch - weekend	Adult	Hour	ST	12.25	14.70	13.50	16.20
Netball/Football/Basketball – per court/pitch - weekend	Junior	Hour	ST	8.00	9.60	9.25	11.10
Tennis - per court	Adult	Court	ST	7.46	8.95	8.71	10.45
Tennis - per court	Junior	Court	ST	5.79	6.95	7.04	8.45

Tennis Combined Price	Adult & Junior	Court	ST	6.63	7.95	7.88	9.45
Artificial Turf Pitch Management bookings							
Whole Area (11-a-side matches only) weekday	Adult	Match	ST	75.00	90.00	75.00	90.00
Whole Area (11-a-side matches only) weekday	Junior	Match	ST	56.67	68.00	56.67	68.00
Whole Area (11-a-side matches only) weekend	Adult	Match	ST	63.75	76.50	63.75	76.50
Whole Area (11-a-side matches only) weekend	Junior	Match	ST	47.92	57.50	47.92	57.50
Whole Area (4 x 5-a-side pitches) wd	Adult	Hour	ST	108.33	130.00	108.33	130.00
Whole Area (4 x 5-a-side pitches) wd	Junior	Hour	ST	70.83	85.00	70.83	85.00
Whole Area (4 x 5-a-side pitches) we	Adult	Hour	ST	100.00	120.00	100.00	120.00
Whole Area (4 x 5-a-side pitches) we	Junior	Hour	ST	65.00	78.00	65.00	78.00
5-a-side - per pitch - weekday	Adult	Hour	ST	35.00	42.00	35.00	42.00
5-a-side - per pitch - weekday	Junior	Hour	ST	23.33	28.00	23.33	28.00
5-a-side - per pitch - weekend	Adult	Hour	ST	30.83	37.00	30.83	37.00
5-a-side - per pitch - weekend	Junior	Hour	ST	21.25	25.50	21.25	25.50
half area (2 x 5-a-side pitches) - wd	Adult	Hour	ST	58.33	70.00	58.33	70.00
half area (2 x 5-a-side pitches) - wd	Junior	Hour	ST	39.17	47.00	39.17	47.00
half area (2 x 5-a-side pitches) - we	Adult	Hour	ST	53.33	64.00	53.33	64.00
half area (2 x 5-a-side pitches) - we	Junior	Hour	ST	35.00	42.00	35.00	42.00
Grass Pitches							
Football pitch - full size	Adult	Match	ST	60.00	72.00	60.83	73.00
Football pitch - full size	Junior	Match	ST	35.42	42.50	35.42	42.50
Football pitch – 9 a side	Junior	Match	ST	27.08	32.50	27.08	32.50
training area (not marked)	Adult	Hour	ST	12.92	15.50	12.92	15.50
training area (not marked)	Junior	Hour	ST	8.50	10.20	8.50	10.20
7 a side Match	Adult		ST	22.92	27.50	22.92	27.50
Sessions							
Adult Climbing	Adult	Session	EX	8.00	8.00	10.00	10.00

Circuit	Adult	Session	EX	5.40	5.40	5.50	5.50
Active & Multi Sports	Adult	Session	ST	4.17	5.00	4.58	5.50
Pay and Play Squash	Adult	Session	ST	3.75	4.50	4.17	5.00
Tots Session	Junior	Session	ST	2.92	3.50	3.42	4.10
Unsupervised Climbing 60 Min	Pre-trained Adult	Session	ST	5.63	6.75	7.29	8.75
Unsupervised Climbing 60 Min	Pre-trained Junior	Session	ST	4.38	5.25	5.63	6.75
Spinning classes (45 min)	Adult	Session	EX	5.50	5.50	6.00	6.00
Birthday Parties							
Tots		2 Hours	ST	125.00	150.00	125.00	150.00
Fun Zone		2 Hours	ST	125.00	150.00	125.00	150.00
Sports Party		2 Hours	ST	116.67	140.00	116.67	140.00
Climbing		2 Hours	ST	104.17	125.00	104.17	125.00
Sports Courses							
Trampolining	session		EX	5.15	5.15	6.65	6.65
Climbing	session		EX	7.50	7.50	9.00	9.00
Seminar Room							
Hire of Seminar Room		per hour	EX	18.50	18.50	21.00	21.00
Miscellaneous							
Hire of Equipment	Standard		ST	2.50	3.00	2.92	3.50
Deposit for Equipment	Standard		ST	2.50	3.00	3.33	4.00
Showers			ST	6.67	8.00	7.08	8.50
Tennis Centre							
Tennis - per court	Adult	Court	ST	7.46	8.95	8.71	10.45
Tennis - per court	Junior	Court	ST	5.79	6.95	7.04	8.45
Tennis Combined Price		Court	ST	6.63	7.95	7.88	9.95
Memberships							
Annual Membership	Adult	Item	ST	41.63	49.95	41.63	49.95
Annual Membership	Junior	Item	ST	33.29	39.95	33.29	39.95
Annual Membership	Family	Item	ST	108.29	129.95	108.29	129.95

Colchester Northern Gateway							
Activa Workout	Adult	60 minutes	ST	7.50	9.00	7.92	9.50
Activa Workout	Concession	60 minutes	ST	5.92	7.10	6.33	7.60
Activa Workout	Teen Fitness	60 minutes	ST	5.08	6.10	5.50	6.60
Group Fitness Classes							
Group Fitness (30 mins)		30 mins	ST	4.29	5.15	4.71	5.65
Group Fitness (45 mins)		45 mins	ST	5.13	6.15	5.54	6.65
Group Fitness (60 mins)		60 mins	ST	5.96	7.15	6.38	7.65
Group Fitness (90 mins)		90 mins	ST	6.79	8.15	7.21	8.65
Virtual (Velo Studio) single use solo		30 mins	ST	3.33	4.00	3.75	4.50
Virtual (Velo Studio) single use solo		60 mins	ST	4.17	5.00	4.58	5.50
Virtual (Velo Studio) single use solo		90 mins	ST	5.00	6.00	5.42	6.50
Fitness Studio – General hire		Per hour	ST	25.00	30.00	25.42	30.50
Virtual (Velo Studio) Skill bike lounge	Group/Club	Per hour	ST	79.17	95.00	79.58	95.50
Virtual (Velo Studio) Watt bikes	Group/Club	Per hour	ST	33.33	40.00	33.75	40.50
Miscellaneous							
Hire of Equipment (excl Bikes and Bike accessories)	Standard		ST	2.50	3.00	2.92	3.50
Deposit for Equipment	Standard		ST	2.50	3.00	3.33	4.00
Showers			ST	7.08	8.50	7.08	8.50
Sports Hall – peak Mon – Fri from 4pm and Sunday from 12 noon							
Badminton (Peak)	Adult	55 minutes	ST	10.79	12.95	11.63	13.95
Badminton (Off-Peak) [up until 4pm Mon-Fri]	Adult	55 minutes	ST	7.46	8.95	8.29	9.95
Badminton (mixed age groups pay applicable Adult fee)	Junior	55 minutes	ST	7.46	8.95	8.29	9.95
Table Tennis	Adult	55 minutes	ST	7.71	9.50	8.33	10.00
Table Tennis	Junior	55 minutes	ST	5.92	7.25	6.46	7.75
Cricket (4 nets)	Peak	Per hour	ST	50.00	60.00	54.17	65.00
Cricket (4 nets) NEW	Off peak	Per hour	ST	41.67	50.00	45.83	55.00

Sports Hall Hire – Whole Hall	Peak	Per hour	ST	50.00	60.00	54.17	65.00
Sports Hall Hire – Whole Hall	Off peak	Per hour	ST	41.67	50.00	45.83	55.00
Dryside Facility Hire							
Meeting Room (single) (1st hour)	Club	55 minutes	ST	12.50	15.00	16.67	20.00
Meeting Room (single) (2nd hour)	Club	55 minutes	ST	8.33	10.00	12.50	15.00
Meeting Room (double) (1st hour)	Club	55 minutes	ST	20.83	25.00	25.00	30.00
Meeting Room (double) (2nd hour)	Club	55 minutes	ST	16.67	20.00	20.83	25.00
Meeting Room (single) (1st hour)	Commercial	55 minutes	ST	25.00	30.00	29.17	35.00
Meeting Room (single) (2nd hour)	Commercial	55 minutes	ST	16.67	20.00	20.83	25.00
Meeting Room (double) (1st hour)	Commercial	55 minutes	ST	33.33	40.00	37.50	45.00
Meeting Room (double) (2nd hour)	Commercial	55 minutes	ST	25.00	30.00	29.17	35.00
Grass Pitches							
Rugby Pitch	Adult	Per match	ST	65.83	79.00	65.83	79.00
Rugby Pitch	Junior	Per match	ST	41.67	50.00	41.67	50.00
Rugby Pitch	League	Per match	ST	83.33	100.00	83.33	100.00
Football Pitch	Adult	Per match	ST	65.83	79.00	65.83	79.00
Football Pitch	Junior/Sch	Per match	ST	41.67	50.00	41.67	50.00
Football Pitch (9-aside)	Junior/Sch	Per match	ST	NEW		30.17	36.20
Football Training Grid (not on a pitch)	Peak	Per hour	ST	12.92	15.50	12.92	15.50
Football Training Grid (not on a pitch)	Off Peak	Per hour	ST	8.50	10.20	8.50	10.20
All Weather Pitches							
Full Pitch Mon-Fri 5pm – 10pm	Peak	Per hour	ST	70.83	85.00	70.83	85.00
Full Pitch Mon-Fri 9am – 5pm	Off Peak	Per hour	ST	41.67	50.00	41.67	50.00
Full Pitch Sat-Sun 9am – 5pm	Peak	Per hour	ST	54.17	65.00	54.17	65.00
Full Pitch Sat-Sun 5pm – 10pm	Off Peak	Per hour	ST	41.67	50.00	41.67	50.00
Half Pitch Mon-Fri 5pm – 10pm	Peak	Per hour	ST	50.00	60.00	50.00	60.00
Half Pitch Mon-Fri 9am – 5pm	Off Peak	Per hour	ST	29.17	35.00	29.17	35.00
Half Pitch Sat-Sun 9am – 5pm	Peak	Per hour	ST	37.50	45.00	37.50	45.00
Half Pitch Sat-Sun 5pm – 10pm	Off Peak	Per hour	ST	29.17	35.00	29.17	35.00
Quarter Pitch Mon-Fri 5pm – 10pm	Peak	Per hour	ST	35.00	42.00	35.00	42.00

Quarter Pitch Mon-Fri 9am – 5pm	Off Peak	Per hour	ST	25.00	30.00	25.00	30.00
Quarter Pitch Sat-Sun 9am – 5pm	Peak	Per hour	ST	30.83	37.00	30.83	37.00
Quarter Pitch Sat-Sun 5pm – 10pm	Off Peak	Per hour	ST	25.00	30.00	25.00	30.00
Rugby Pitch	Schools	Per match	ST	33.33	40.00	33.33	40.00
3G Pay and Play	Flat rate fee	Per hour	ST	NEW		4.17	5.00
Cycling Track							
Helmet Hire	All	Per hour	ST	2.08	2.50	2.50	3.00
Bike Hire	Adult	Per hour	ST	6.25	7.50	6.67	8.00
Bike Hire	Junior	Per hour	ST	3.33	4.00	3.75	4.50
Balance Bike Hire	Junior U5	Per hour	ST	2.50	3.00	2.92	3.50
Bike Hire – 2 x Ad, 2 x Jnr incl helmets and track session	Family – max 2 adult	Session	ST	35.00	42.00	35.42	42.50
Cycle Track	Adult	Session	ST	4.96	5.95	5.17	6.20
Cycle Track	Junior	Session	ST	4.13	4.95	4.33	5.20
Cycle Track & Bike/Equip hire – Teacher Lead	Schools	1 hour min 10 pupils	ST	43.33	52.00	43.33	52.00
Cycle Track & Bike/Equip hire – Teacher Lead	Schools per pupil	Each addnl pupil (max16)	ST	4.29	5.15	4.29	5.15
Cycle Track & Bike/Equip hire – Coach Lead	Schools	1 hour (max 16 pupils)	ST	55.83	67.00	60.00	72.00
Cycle Track & Bike/Equip hire – Coach Lead	Club/ Group	1 hour (min 10 pupils)	ST	NEW		51.67	62.00
Cycle Track & Bike/Equip hire – Coach Lead	Club/ Group	Each addnl pupil	ST	5.83	7.00	5.83	7.00
Cycle Track – All sections (1600m)	Club/Group	Per hour	ST	78.33	94.00	78.33	94.00
Cycle Track – Section 1 (1000m)	Club/Group	Per hour	ST	63.33	76.00	63.33	76.00
Cycle Track – Section 2 (500m)	Club/Group	Per hour	ST	46.67	56.00	46.67	56.00
Tuition – 1to1	All	Per hour	ST	33.33	40.00	25.00	30.00

LTR (incl.bikes/helments) – coach lead	School	1 hour (max 16 pupils)	ST	NEW		41.67	50.00
LTR (incl.bikes/helments) – coach lead	Club/Group	1 hour (min 10 pupils)	ST	NEW		33.33	40.00
LTR (incl.bikes/helments) – coach lead	Club/Group	Each addnl pupil (max16)	ST	NEW		5.83	7.00
LTR – (excl.bikes/helmets) - coach lead	Club/Group	1 hour (min 10 pupils)	ST	NEW		25.00	30.00
LTR – (excl.bikes/helmets) - coach lead	Club/Group	Each addnl pupil (max16)	ST	NEW		5.83	7.00
Event Track hire – full track (min 5 hour event)	Adult/Jnr	Per hour	ST	72.50	87.00	72.50	87.00
Ladies only sessions	Adult/Jnr	Per hour	ST	NEW		7.46	8.95
Balance Bike sessions	Junior	Per 45 mins	ST	NEW		2.50	3.00
Ready, Set, Ride session	Adult/Jnr	Per hour	ST	NEW		7.46	8.95
Pump Track							
Taster Session – Learn to Ride & Pump Track	Adult	120 mins	ST	8.33	15.00	8.33	15.00
Taster Session – Learn to Ride & Pump Track	Junior	120 mins	ST	4.17	10.00	4.17	10.00
Pump Track - General	Adult	Per hour	ST	4.58	5.50	5.00	6.00
Pump Track – General Parental Supervision	Junior	Per hour	ST	3.75	4.50	4.17	5.00
Pump Track – Schools (incl. cycle equipment)	Min. 10 pupils	Per hour	ST	29.17	35.00	29.17	35.00

Pump Track – Schools (incl.cycle equipment)	Additional pupil max. 12	Per hour	ST	2.92	3.50	4.17	5.00
Pump Track – Club	Club	Per hour	ST	33.33	40.00	33.33	40.00
Pump Track – Events (min. 4 hours)	Event	Per hour	ST	20.83	25.00	20.83	25.00
Birthday Parties							
Birthday Party (Pump track) (multi-sports) (football) (U5s soft play)	Junior	Session	ST	116.67	140.00	116.67	140.00
Birthday Party (Bubble football/football/darts)	Junior	Session	ST	133.33	160.00	133.33	160.00
Activities							
Tots session	Junior	Session	ST	NEW		3.42	4.10
Corporate Teams Sport Package (meeting room, sports activities & provisions)	Adult	Session (max 5 hours)	ST	NEW		208.33	250.00
Sports Day base charge 9am – 3.30pm	Schools	Session	ST	83.33	100.00	83.33	100.00

Equality, Diversity and Human Rights implications

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