

FEES AND CHARGES

2016/17

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
1	Charge per day Meals on Wheels (main course and pudding)	4.80		4.80	see note below		
2	Charge per day for lunch at day centres - main course	2.60		2.60	2.70		2.70
3	Charge per day for lunch at day centres - pudding	1.00		1.00	1.00		1.00
4	Charge for tea/snacks at day centres	0.50		0.50	0.50		0.50
5	Maximum charge to user per week for home care/daycare	Full Cost of Service			Full Cost of Service		
6	Forecast average unit cost of all home care per hour	14.10		14.10	14.10		14.10
7	Maximum charge per session (day) for day service	Full Cost of Service			Full Cost of Service		
8	Transport	2.00		2.00	2.05		2.05
9	Minimum client contrib for OP long stay res care per week	126.40		126.40	128.90		128.90
10	Minimum charge for adult long stay res care per week 18-24	65.45		65.45	66.75		66.75
11	Minimum charge for adult long stay res care per week 25-59	80.65		80.65	82.30		82.30
12	Administration Fee for Deferred Payment Scheme	485.00		485.00	495.00		495.00

The meals on wheels contract is currently being retendered. The Council aims for the service to breakeven.

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Charges to Landlords						
1	Mandatory Licence of House in Multiple Occupation - up to 6 lettings	750.00		750.00	850.00		850.00
2	Mandatory Licence of House in Multiple Occupation - each additional letting	50.00		50.00	50.00		50.00
3	Improvement Notice	500.00		500.00	500.00		500.00
4	Energy Performance Certificate Enforcement	200.00		200.00	200.00		200.00
5	Immigration Inspection - initial visit	160.00		160.00	160.00		160.00
6	Immigration Inspection - each subsequent visit	60.00		60.00	60.00		60.00
7	Hazard Awareness Notice	500.00		500.00	500.00		500.00
8	Prohibition Order	500.00		500.00	500.00		500.00
9	Emergency Prohibition Order	500.00		500.00	500.00		500.00
10	Remedial Action Notice	500.00		500.00	500.00		500.00
11	Emergency Remedial Action Notice	500.00		500.00	500.00		500.00
12	Demolition Order	500.00		500.00	500.00		500.00
13	Clearance Area	500.00		500.00	500.00		500.00
14	Interim Management Order	1,200.00		1,200.00	1,200.00		1,200.00
15	Each additional unit above 6 units	50.00		50.00	50.00		50.00
16	Final Management Order	1,200.00		1,200.00	1,200.00		1,200.00
17	Each additional unit above 6 units	50.00		50.00	50.00		50.00
18	Interim Empty Dwelling Management Order	800.00		800.00	800.00		800.00
19	Final Empty Dwelling Management Order	800.00		800.00	800.00		800.00
20	Works in Default undertaken	30% of cost of works in default		30% of cost of works in default			
21	Court of Protection Assistance (charged per hour)	15.00		15.00	35.00		35.00
22	Monetary Penalty for failure to join an Ombudsman Scheme under the Redress Schemes for Lettings Agency and Property Management Work (England) Order 2014				Up to £5,000		Up to £5,000
23	Monetary Penalty for failure to comply with requirement to install smoke or carbon monoxide alarms under The Smoke and Carbon Monoxide Alarm (England) Regulations 2015				Up to £5,000		Up to £5,000
24	Interest charged by PSH on outstanding fees	Statutory Interest (8%) + Base Rate		Statutory Interest (8%) + Base Rate			

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	ATHLETICS							
1	Southend Athletics Club - season (2 evenings & Sunday a.m.)	2,996.00		2,996.00		3,056.00		3,056.00
2	SLTC (Monday - Friday half day)	112.50	22.50	135.00		115.00	23.00	138.00
3	SLTC (Monday - Friday evening)	87.50	17.50	105.00		89.17	17.83	107.00
4	SLTC (Weekend, half day rate)	172.50	34.50	207.00		175.83	35.17	211.00
5	SLTC (Per Hour up to Max 2 hours)	28.92	5.78	34.70		29.50	5.90	35.40
6	SLTC (Monday - Friday 1 Hour)	23.00	4.60	27.60		23.50	4.70	28.20
7	SLTC - Flood lights (per hour)	17.92	3.58	21.50		18.33	3.67	22.00
8	SLTC – Equipment (hurdles, high jump, pole vault)	37.42	7.48	44.90		38.33	7.67	46.00
9	SLTC - Pit Area, Hurdles, Misc. (Charges Per Area)	6.42	1.28	7.70		6.58	1.32	7.90
10	SLTC - Casual Adult	3.00	0.60	3.60		3.08	0.62	3.70
11	SLTC - Casual Junior & Concession	1.33	0.27	1.60		1.42	0.28	1.70
	BOWLS (PARKS)							
12	Season Ticket 7 day Resident	123.92	24.78	148.70		130.00	26.00	156.00
13	Season Ticket 7 day Resident - Advantage Card C	62.00	12.40	74.40		65.00	13.00	78.00
14	Season Ticket 7 day Resident Senior (born before 1 April 1952)	79.83	15.97	95.80		83.83	16.77	100.60
15	Season Ticket 7 day Resident Senior (born before 1 April 1952) Advantage Card C	39.92	7.98	47.90		41.92	8.38	50.30
16	Season Ticket Non Resident	147.00	29.40	176.40		154.17	30.83	185.00
17	Season Ticket Non Resident (born before 1 April 1952)	112.42	22.48	134.90		118.33	23.67	142.00
	50% discount for first time season ticket holder							
18	Season Ticket 7 day Resident					65.00	13.00	78.00
19	Season Ticket 7 day Resident - Advantage Card C					32.50	6.50	39.00
20	Season Ticket 7 day Resident Senior (born before 1 April 1952)					41.92	8.38	50.30
21	Season Ticket 7 day Resident Senior (born before 1 April 1952) Advantage Card C					20.96	4.19	25.15
22	Season Ticket Non Resident					77.08	15.42	92.50
23	Season Ticket Non Resident (born before 1 April 1952)					59.17	11.83	71.00

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	Other Bowls Charges							
24	Cadet Season Ticket Resident 16 & under	24.08	4.82	28.90		24.58	4.92	29.50
19	Cadet Season Ticket Resident 16 & under - Advantage Card C	11.58	2.32	13.90		11.83	2.37	14.20
20	Cadet Season Ticket Non Resident 16 & under	35.00	7.00	42.00		35.83	7.17	43.00
21	Per Hour (per person)	3.58	0.72	4.30		3.75	0.75	4.50
22	Per Hour (per person)-Advantage Card AB	3.25	0.65	3.90		3.33	0.67	4.00
23	Per Hour (per person)-Advantage Card C	1.83	0.37	2.20		2.08	0.42	2.50
24	Per Hour 16 and Under (per person)	0.83	0.17	1.00		0.92	0.18	1.10
25	Per Hour 16 and Under (per person) Advantage Card AB	0.83	0.17	1.00		0.92	0.18	1.10
26	Per Hour 16 and Under (per person) Advantage Card C	0.42	0.08	0.50		0.50	0.10	0.60
27	Two Hour Game (Per Person)	6.67	1.33	8.00		6.83	1.37	8.20
28	Two Hour Game (Per Person)- Advantage Card AB	6.00	1.20	7.20		6.25	1.25	7.50
29	Two Hour Game (Per Person)- Advantage Card C	3.33	0.67	4.00		3.42	0.68	4.10
30	Rink hire - Visiting Club (2 hour maximum)	15.00	3.00	18.00		15.33	3.07	18.40
31	County Matches - Visiting Club - No charge							
32	Member of visiting club (per game) (collected by host club)	3.00	0.60	3.60		3.08	0.62	3.70
33	Annual license fee per bowling green (22 weeks)	5,100.00		5,100.00		5,202.00		5,202.00
	CRICKET					-		
34	Cat A (season every Saturday/Sunday)	3,176.00		3,176.00		3,240.00		3,240.00
35	Cat A (season every Saturday/Sunday) with Council pavilion	3,913.00		3,913.00		3,991.00		3,991.00
36	Cat B (season every Saturday/Sunday)	2,012.00		2,012.00		2,052.00		2,052.00
37	Cat A (season every weekday - 1 day)	2,558.00		2,558.00		2,609.00		2,609.00
38	Cat A (season every weekday - 1 day) with Council pavilion	2,680.00		2,680.00		2,734.00		2,734.00
39	CAT B (season every weekday - 1 day)	1,356.00		1,356.00		1,384.00		1,384.00
40	Cat A (season every weekday - 1 evening)	1,322.00		1,322.00		1,384.00		1,384.00
41	Cat A (season every weekday - 1 evening) with Council Pavilion	1,367.00		1,367.00		1,394.50		1,394.50
42	Cat B (season every weekday - 1 evening)	885.00		885.00		903.00		903.00
43	Cat A (casual all day - 11.00 a.m.)	159.17	31.83	191.00		162.50	32.50	195.00
44	Cat A (casual all day - 11.00 a.m.) with Council pavilion	167.50	33.50	201.00		170.83	34.17	205.00
45	Cat B (casual all day - 11 a.m.)	125.83	25.17	151.00		128.33	25.67	154.00
46	Cat A (casual half day - 2.00 p.m.)	121.67	24.33	146.00		124.17	24.83	149.00
47	Cat A (casual half day - 2.00 p.m.) with Council pavilion	125.83	25.17	151.00		128.33	25.67	154.00

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
48	Cat B (casual half day - 2.00 p.m.)	84.17	16.83	101.00		85.83	17.17	103.00
49	Cat A (casual evening - 6.00 p.m.)	60.83	12.17	73.00		62.50	12.50	75.00
50	Cat A (casual evening - 6.00 p.m.) with Council pavilion	66.67	13.33	80.00		68.00	13.60	81.60
51	Cat B (casual evening - 6.00 p.m.)	42.50	8.50	51.00		43.33	8.67	52.00
52	Cat A (casual Sunday & Bank Holiday afternoon)	159.17	31.83	191.00		162.50	32.50	195.00
53	Cat A (casual Sunday & Bank Holiday afternoon) with Council	167.50	33.50	201.00		170.83	34.17	205.00
54	Cat B (casual Sunday & Bank Holiday afternoon)	135.00	27.00	162.00		137.50	27.50	165.00
55	Cat A (casual Sunday & Bank Holiday all day)	205.00	41.00	246.00		209.17	41.83	251.00
56	Cat A (casual Sunday & Bank Holiday all day) with Council pavilion	214.17	42.83	257.00		128.33	25.67	154.00
57	Cat B (casual Sunday & Bank Holiday all day)	167.50	33.50	201.00		170.83	34.17	205.00
58	Cricket Pitch junior practice (half day)	23.33	4.67	28.00		24.17	4.83	29.00
59	Cat A (Sunday a.m. youth on Saturday wicket)	33.33	6.67	40.00		34.17	6.83	41.00
60	Cat B (Sunday a.m. youth on Saturday wicket)	27.50	5.50	33.00		28.33	5.67	34.00
61	Chalkwell Park artificial wicket (casual)	26.67	5.33	32.00		27.50	5.50	33.00
62	Artificial wicket (season)	1,886.00		1,886.00		1,924.00		1,924.00
	GOLF							
63	18 Holes (Monday-Friday)	15.00	3.00	18.00		15.00	3.00	18.00
64	18 Holes (Monday-Friday) Advantage Card AB	13.50	2.70	16.20		13.50	2.70	16.20
65	18 Holes (Monday-Friday) Advantage Card C	12.00	2.40	14.40		12.00	2.40	14.40
66	Twilight (Monday - Friday) 9 holes	7.50	1.50	9.00		7.50	1.50	9.00
67	18 Holes (Saturday, Sunday & Bank Holidays)	20.83	4.17	25.00		18.33	3.67	22.00
68	18 Holes (Saturday, Sunday & Bank Holidays)-Advantage Card AB	18.75	3.75	22.50		16.50	3.30	19.80
69	18 Holes (Saturday, Sunday & Bank Holidays)-Advantage Card C	16.67	3.33	20.00		13.33	2.67	16.00
70	Twilight (Saturday, Sunday & Bank Holidays) 9 Holes	10.00	2.00	12.00		9.17	1.83	11.00
71	18 Holes (Monday-Friday Senior)	10.00	2.00	12.00		10.00	2.00	12.00
72	18 Holes (Monday-Friday 18 and Under)	8.33	1.67	10.00		8.33	1.67	10.00
73	18 Holes (Monday-Friday Senior) Advantage Card AB	9.00	1.80	10.80		9.00	1.80	10.80
74	18 Holes (Monday-Friday 18 and Under) Advantage Card AB	7.50	1.50	9.00		7.50	1.50	9.00
75	18 Holes (Monday-Friday Senior) Advantage Card C	8.00	1.60	9.60		8.00	1.60	9.60
76	18 Holes (Monday-Friday 18 and Under) Advantage Card C	6.67	1.33	8.00		6.67	1.33	8.00
77	Twilight 9 Holes (Monday-Friday Senior)	7.50	1.50	9.00		7.50	1.50	9.00
78	Twilight 9 Holes (Monday-Friday 18 and Under)	7.50	1.50	9.00		7.50	1.50	9.00
79	Off Peak (Monday-Friday)	11.67	2.33	14.00		11.67	2.33	14.00

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
80	Off Peak (Saturday, Sunday & Bank Holidays)	16.67	3.33	20.00		16.67	3.33	20.00
81	Off Peak (Monday - Friday, Senior/ 18 and Under)	7.92	1.58	9.50		7.92	1.58	9.50
82	Lesson Ticket	1.42	0.28	1.70		1.67	0.33	2.00
83	Lesson Ticket (Golf Foundation Under 18)	0.67	0.13	0.80		0.83	0.17	1.00
84	Lesson Ticket (Golf Foundation Under 18)-Advantage Card AB	0.58	0.12	0.70		0.67	0.13	0.80
85	Lesson Ticket (Golf Foundation Under 18)-Advantage Card C	0.42	0.08	0.50		0.50	0.10	0.60
86	Practice Ticket	1.75	0.35	2.10		2.08	0.42	2.50
87	Season Ticket 7 Day Resident	595.00	119.00	714.00		595.00	119.00	714.00
88	Season Ticket 7 Day Resident Advantage Card C	523.33	104.67	628.00		523.33	104.67	628.00
89	Season Ticket 7 Day Non-Resident	653.33	130.67	784.00		653.33	130.67	784.00
90	Season Ticket 5 Day Resident before 5.00 pm Senior (born before 1 April 1952)	297.50	59.50	357.00		297.50	59.50	357.00
91	Season Ticket 5 Day Resident before 5.00 pm Senior (born before 1 April 1952) -Advantage Card C	255.00	51.00	306.00		255.00	51.00	306.00
92	Season Ticket 5 Day Non-Resident before 5.00 pm Senior (born before 1 April 1952)	382.50	76.50	459.00		382.50	76.50	459.00
93	Season Ticket 5 Day Resident	402.50	80.50	483.00		402.50	80.50	483.00
94	Season Ticket 5 Day Resident Advantage Card C	358.33	71.67	430.00		358.33	71.67	430.00
95	Season Ticket 5 Day Non-Resident	447.50	89.50	537.00		447.50	89.50	537.00
96	Season Ticket Student Under 18's	71.67	14.33	86.00		71.67	14.33	86.00
97	Locker Rent (per annum)	10.83	2.17	13.00		11.25	2.25	13.50
98	Block Booking for 2 hours	116.67	23.33	140.00		119.17	23.83	143.00
99	Block Booking (home clubs) for 2 hours	40.00	8.00	48.00		40.83	8.17	49.00
100	Tee Reservation (Annual School Championship)	14.17	2.83	17.00		14.58	2.92	17.50
101	Pitch & Putt (per round) Adult	2.50	0.50	3.00		2.58	0.52	3.10
102	Pitch & Putt (per round) Adult Advantage Card AB	2.25	0.45	2.70		2.33	0.47	2.80
103	Pitch & Putt (per round) Adult Advantage Card C	2.00	0.40	2.40		2.08	0.42	2.50
104	Pitch & Putt (per round) Child	1.67	0.33	2.00		1.67	0.33	2.00
105	Pitch & Putt (per round) Child Advantage Card AB	1.50	0.30	1.80		1.50	0.30	1.80
106	Pitch & Putt (per round) Child Advantage Card C	1.33	0.27	1.60		1.33	0.27	1.60

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	RUGBY							
107	Cat A (Season - Warners/Westbarrow)	2,845.00		2,845.00		2,902.00		2,902.00
108	Cat A (casual)	100.83	20.17	121.00		102.92	20.58	123.50
109	Under 13's – Under 19's on 'Senior Pitch' Sunday Season	1,050.00		1,050.00		1,071.00		1,071.00
110	Under 13's – Under 19's on 'Senior Pitch' Sunday Casual	37.50	7.50	45.00		38.33	7.67	46.00
111	Mini Rugby – on Senior Pitches	194.00		194.00		165.00		165.00
	FOOTBALL							
112	Cat A (season 28 weeks - weekday)	1,677.00		1,677.00		1,711.00		1,711.00
113	Cat B (season 28 weeks - weekday)	1,082.00		1,082.00		1,104.00		1,104.00
114	Cat C (season 28 weeks - weekday)	1,012.00		1,012.00		1,032.00		1,032.00
115	Cat A (season 28 weeks - Saturday/Sunday)	1,972.00		1,972.00		2,011.00		2,011.00
116	Cat B (season 28 weeks - Saturday/Sunday)	1,329.00		1,329.00		1,356.00		1,356.00
117	Cat C (season 28 weeks - Saturday/Sunday)	1,109.00		1,109.00		1,131.00		1,131.00
118	Cat A (casual)	90.83	18.17	109.00		92.50	18.50	111.00
119	Cat B (casual)	54.17	10.83	65.00		55.42	11.08	66.50
120	Cat C (casual)	41.67	8.33	50.00		42.50	8.50	51.00
121	Youth Commemoration/Jones Memorial Grounds (season - under 18)	689.00		689.00		703.00		703.00
122	Youth Commemoration/Jones Memorial Grounds (casual- under 18)	34.17	6.83	41.00		35.00	7.00	42.00
123	Youth Commemoration/Jones Memorial Grounds (season - under 16)	629.00		629.00		642.00		642.00
124	Youth Commemoration/Jones Memorial Grounds (casual- under 16)	25.00	5.00	30.00		25.50	5.10	30.60
125	Youth Commemoration/Jones Memorial Grounds (season - under 11)	318.00		318.00		325.00		325.00
126	Youth Commemoration/Jones Memorial Grounds (casual - under 11)	12.08	2.42	14.50		12.50	2.50	15.00
127	Southchurch Park Arena (Southend Manor) Season and training	5,067.00		5,067.00		5,169.00		5,169.00
128	Mini soccer (season 28 weeks)	318.00		318.00		325.00		325.00
129	Casual	12.08	2.42	14.50		12.50	2.50	15.00
	SYNTHETIC PITCH- WARNERS PARK							
130	Pitch per hour	48.33	9.67	58.00		49.17	9.83	59.00
131	Floodlighting per hour	10.83	2.17	13.00		11.25	2.25	13.50

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	TENNIS (Outdoor Courts Priory and Chalkwell)							
136	Annual Pass per household	22.92	4.58	27.50		23.33	4.67	28.00
137	Annual Pass per household Advantage Card A,B,C	20.83	4.17	25.00		21.25	4.25	25.50
	PARK OR SITE EVENT HIRE							
138	Charity and Community Small	62.00		62.00		64.00		64.00
139	Charity and Community Medium	87.00		87.00		89.00		89.00
140	Charity and Community Large	123.00		123.00		125.00		125.00
141	Commercial Small	281.00		281.00		287.00		287.00
142	Commercial Medium	561.00		561.00		572.00		572.00
143	Commercial Large	1,122.00		1,122.00		1,144.50		1,144.50
144	Standpipe for Small Event	18.00		18.00		19.00		19.00
145	Standpipe for Medium Event	36.00		36.00		37.00		37.00
146	Standpipe for Large Event	58.00		58.00		59.00		59.00
	OTHER EVENTS							
147	Bandstand -Priory Park 2 hour performance and 2 hour set up fee	102.00		102.00		104.00		104.00
148	Outdoor Fitness Classes Annual Permit	153.00		153.00		156.00		156.00
149	Partnership events with the council free of charge							
	MISCELLANEOUS							
150	Key deposit (refundable)	10.00		10.00		10.00		10.00
151	Donated Trees	153.00		153.00		156.00		156.00
152	Plaque for Donated Item	128.00		128.00		131.00		131.00
153	Plaque for Donated Items - Advantage Card ABC	116.00		116.00		118.00		118.00
154	Donated Wooden Seats & Plaques	793.00		793.00		809.00		809.00
155	Donated Wooden Seats & Plaques Advantage Card ABC	714.00		714.00		729.00		729.00
156	Donated Metal Seats & Plaques	909.00		909.00		927.00		927.00
157	Donated Metal Seats & Plaques Advantage Card ABC	818.00		818.00		834.00		834.00
158	Donated Seats – Cliffs Gardens & Prittlewell Square	1,005.00		1,005.00		1,025.00		1,025.00
159	Donated Seats – Cliffs Gardens & Prittlewell Square Advantage Card ABC	905.00		905.00		923.00		923.00
158	Donated Seat and Plaque - Rustic Bench	1,200.00		1,200.00		1,224.00		1,224.00
159	Donated Seat and Plaque - Rustic Bench Advantage Card ABC	1,090.00		1,090.00		1,112.00		1,112.00

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	SPONSORED ITEMS							
160	Play equipment, sculpture, flower beds, shrubs, specimen tree planting - by negotiation							
	ADVANTAGE CARDS							
161	Advantage Card: Resident Adult Category A	4.17	0.83	5.00		4.17	0.83	5.00
162	Resident Under 17/Senior (born before 1 April 1952)/Student Category B	2.50	0.50	3.00		2.50	0.50	3.00
163	Resident Adult Low Income Category C	0.83	0.17	1.00		0.83	0.17	1.00
164	Resident Under 17/Senior (born before 1 April 1952)/Student Low Income Category C	0.83	0.17	1.00		0.83	0.17	1.00
165	Family (1 adult, all children) Category A	7.50	1.50	9.00		7.50	1.50	9.00
166	Family (2 adults, all children) Category A	10.00	2.00	12.00		10.00	2.00	12.00
	ACCESS GATES							
167	Access Gate Licence (5 years) for gate from private property onto	35.00		35.00		36.00		36.00
	ALLOTMENTS							
168	Per 5.5m ² (rod) (plus water recharged at current rates)	4.00		4.00		4.00		4.00
169	Per 5.5m ² (rod) (plus water recharged at current rates) – Senior (born before 1 April 1952)	2.00		2.00		2.00		2.00
170	Per 5.5m ² (rod) (plus water recharged at current rates) – Advantage Card C	2.00		2.00		2.00		2.00
171	Per 5.5m ² (rod) (plus water recharged at current rates) – Under 18	2.00		2.00		2.00		2.00
172	Edwards Hall Leisure Garden (plus water recharged at current rates) – Allotments	32.00		32.00		32.00		32.00
173	Edwards Hall Leisure Garden – Allotments (plus water recharged at current rates) - Senior (born before 1 April 1952)	16.00		16.00		16.00		16.00
174	Edwards Hall Leisure Garden - Allotments (plus water recharged at current rates) - Advantage Card C	16.00		16.00		16.00		16.00
175	Edwards Hall Leisure Garden - Allotments (plus water recharged at current rates) - under 18	16.00		16.00		16.00		16.00
	FLORISTRY							
176	All Arrangements	Each order based on current market price of cut flowers at time of sale.						

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	MUSEUM – SERVICE FEES							
	Venue Hire - Priory & Southchurch							
180	Commercial Organisation per 4 hour session (6pm – 10pm)	450.00		450.00		459.00		459.00
181	Voluntary Sector / Charity per 4 hour session (6pm – 10pm)	400.00		400.00		408.00		408.00
182	Additional Hour 10pm - 11:30pm	150.00		150.00		153.00		153.00
183	Central Museum and Beecroft Art Gallery - Weekdays cultural, educational & charitable purposes, per hour (or part)	20.00		20.00		21.00		21.00
184	One Mayoral Charity Function Per Annum – Free of Charge.							
	Weddings/Civic Ceremonies (Southchurch Hall)							
185	Tues, Wed, Thur	375.00		375.00		385.00		385.00
186	Saturdays	550.00		550.00		560.00		560.00
	Weddings/Civil Ceremonies (Priory)							
187	Tues, Wed, Thur before 18:00 hrs	950.00		950.00		975.00		975.00
188	Tues, Wed, Thur 18:00 to 22:00 hrs	1,200.00		1,200.00		1,250.00		1,250.00
189	Friday & Saturday before 18:00 hrs	1,200.00		1,200.00		1,250.00		1,250.00
190	Friday & Saturday 18:00 to 22:00 hrs	2,000.00		2,000.00		2,050.00		2,050.00
190	Deposit	150.00		150.00		50.00		50.00
	Beecroft Art Gallery Fees							
191	Lecture Theatre (<i>Commercial organisations and Public Meetings held by Political Parties – per hour</i>)	40.00		40.00		40.80		40.80
192	Lecture Theatre (<i>Other organisations and Non-Public Meetings of Political Parties – per hour</i>)	25.00		25.00		25.50		25.50
193	Private View	75.00		75.00		76.50		76.50
194	Sale of works commission (30%)							
195	Open exhibition entry fee, 1 work	6.00		6.00		6.10		6.10
196	Open exhibition entry fee, 2 works	11.00		11.00		11.20		11.20
197	Open exhibition entry fee, 3 works	15.00		15.00		15.30		15.30
	Planaterium Fees							
198	Single Adult	3.83	0.77	4.60		4.17	0.83	5.00
199	Single Child/OAP	3.00	0.60	3.60		3.33	0.67	4.00
200	Family Ticket (2 adults & 3 children)	12.92	2.58	15.50		13.33	2.67	16.00
201	Groups (10 or more) Adult	3.33	0.67	4.00		3.42	0.68	4.10
202	Groups (10 or more) Child	2.42	0.48	2.90		2.50	0.50	3.00
203	Evening Booking Surcharge (for groups)	17.92	3.58	21.50				

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	Other Charges							
204	General Admissions - Free			No Charge		No Charge		
205	Special exhibitions & events (including Sundays)			Market Rate		Market Rate		
	Education Fees							
206	School group single session or planetarium per child	2.90		2.90		3.00		3.00
207	School group two session per child (1 handling activity & Planetarium)	3.90		3.90		4.00		4.00
208	School group three session per child (1 handling activity, Planetarium & Walk)	4.80		4.80		4.90		4.90
209	School loans, per 3 boxes per month			Market Rate		Market Rate		
210	School Outreach -Single Session per child plus travelling fee - £20	2.90		2.90		3.00		3.00
211	School Outreach - Two session per child plus travelling fee -£20	3.90		3.90		4.00		4.00
212	School Outreach -Three session per child plus travelling fee - £20	4.80		4.80		4.90		4.90
	CHARGES FOR PHOTOGRAPHY							
213	Computer Database photos (SID) printouts – per image			Market Rate		Market Rate		
214	A4 printout from SID – per image on photographic paper			Market Rate		Market Rate		
215	Scanned images on CD from originals – per image			Market Rate		Market Rate		
	PHOTOGRAPHIC REPRODUCTION CHARGES- COMMERCIAL							
216	For book jackets/covers			Market Rate		Market Rate		
217	For book/magazine illustrations			Market Rate		Market Rate		
	Cliff Lift Return Journey							
218	Adult	0.83	0.17	1.00		0.83	0.17	1.00
219	Child / Concession	0.42	0.08	0.50		0.42	0.08	0.50
220	Family Ticket (5 people, min 1 child)	2.08	0.42	2.50		2.08	0.42	2.50
	LIBRARY SERVICE FEES							
	Reservations – each item reserved on adult ticket							
221	Charge for obtaining items not on ELAN and not suitable for purchase	2.70		2.70		2.80		2.80
	Charges for searches by staff: Time spent reporting the results of a search will be charged in addition to time spent searching.							
222	General Enquiries	21.25	4.25	25.50		21.25	4.25	25.50
223	Family History,Census & Parish Register Enquiries - Charges equivalent to those made by ERO - Chelmsford							

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	Fines – Books, Compact Discs and Cassettes							
224	Charge for each day issuing library is open	0.15		0.15		0.15		0.15
225	Maximum Charge for each loan (a renewal is a new loan)	6.00		6.00		6.00		6.00
	Recorded Sound							
226	Music: Compact Disc hire (3 week loan)	1.10		1.10		1.10		1.10
227	Audio Books: Adults: 1 or 2 cassettes/CD's (3 week loan)	1.10		1.10		1.10		1.10
228	Adults: 3 to 7 cassettes/CD's (3 week loan)	1.60		1.60		1.60		1.60
229	Adults: 8 or more cassettes/CD's (3 week loan)	1.60		1.60		1.60		1.60
230	All spoken word for children Free of Charge							
231	Language Courses: Single item for 3 weeks	1.10		1.10		1.10		1.10
232	Multiple sets for 12 weeks	3.10		3.10		3.10		3.10
	DVD							
233	Feature Films Hire (DVD1): Each item/week	2.50		2.50		2.50		2.50
234	Overdue: Item/week	2.50		2.50		2.50		2.50
235	Maximum charge (10 weeks)	31.00		31.00		31.00		31.00
236	Children's Fiction Video Hire (DVDC):							
237	Each item/week	2.00		2.00		2.00		2.00
238	Overdue: Item/week	2.00		2.00		2.00		2.00
239	Maximum charge (10 weeks)	25.00		25.00		25.00		25.00
240	Non-Fiction Video Hire (DVD2):							
241	Each item/week	2.00		2.00		2.00		2.00
242	Overdue: Item/week	2.00		2.00		2.00		2.00
243	Maximum charge (10 weeks)	25.00		25.00		25.00		25.00
	CD-ROM							
244	CD-ROM Hire: Each item/3 weeks	2.10		2.10		2.10		2.10
	Music Sets and Play Sets(Essex CC Charges)							
245	Music Set hire per 4 weeks (or part of 4 weeks)							
246	Vocal scores (per score)	0.50		0.50		0.50		0.50
247	Sheets – per set	3.00		3.00		3.00		3.00
248	Chamber Music (3 or more parts)	3.00		3.00		3.00		3.00
249	Orchestral set	6.00		6.00		6.00		6.00
250	Play sets hire (3 – 15 copies)	2.50		2.50		2.50		2.50

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	Damaged or Lost Items = Admin Fee plus Replacement Cost (If no replacement cost can be found, cost will be determined by Group Manager)							
251	Admin fee	3.10		3.10		3.20		3.20
252	Photocopies					Market Rate		
	Fax							
252	Outgoing: First page: UK & Europe	1.67	0.33	2.00		1.75	0.35	2.10
253	Additional page	0.83	0.17	1.00		0.87	0.17	1.04
254	First page: rest of world	2.50	0.50	3.00		2.63	0.53	3.16
255	Additional page	1.25	0.25	1.50		1.31	0.26	1.57
256	Faxes to ships	12.50	2.50	15.00		13.13	2.63	15.76
257	Incoming: Each	0.83	0.17	1.00		0.87	0.17	1.04
258	Admin charge where 'Free fax' numbers are used	1.75	0.35	2.10		1.84	0.37	2.21
259	Print-Outs and disc copies					Market Rate		
	Premises Hire							
	<i>Commercial organisations and Public Meetings held by Political Parties – per hour</i>							
259	Meetings Room	40.00		40.00		40.80		40.80
	<i>Other organisations and Non-Public Meetings of Political Parties – per hour</i>							
260	Meetings Room	19.50		19.50		20.00		20.00
	<i>Ancillary Equipment (where available) – per hour</i>							
261	Cine/Slide/OHP Projector	5.50	1.10	6.60		5.67	1.13	6.80
262	Carousel Projector/Back Projector	5.50	1.10	6.60		5.67	1.13	6.80
263	Compact Disc/Cassette Machines	5.50	1.10	6.60		5.67	1.13	6.80
264	TV/Video	5.50	1.10	6.60		5.67	1.13	6.80
265	PC Projector	15.50	3.10	18.60		15.83	3.17	19.00
	Foyer							
266	Table and 2 chairs for consultations (inc Council Departments)/clinics etc. per day or part	21.50		21.50		22.00		22.00
	<i>Display board and table by ground floor exhibition area</i>							
267	Artists and other profit making organisations per week	26.50		26.50		27.10		27.10
268	Charities - (non profit making) per week	12.00		12.00		12.20		12.20
269	Strategic Partners on mutual projects - Free							

		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge		Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£			£	£
	Displays – per week							
296	Up to 75 sq. m	24.50		24.50		25.00		25.00
297	Over 75 sq.m	43.00		43.00		44.00		44.00
	Exhibitions							
298	Display screens: Deposit	140.00		140.00		143.00		143.00
299	Weekly hire per set	80.00		80.00		81.60		81.60
300	Display cases or shop window displays- By Agreement							
	Exhibition Space:							
	<i>Exhibition of works or crafts by individual artists and craftsmen – min period of hire: 1 week - 30% or standard fee</i>							
301	Standard Fee: Forum – ½ area	40.00		40.00		40.80		40.80
302	Standard Fee: Forum – ⅓ area	70.00		70.00		71.40		71.40
303	Forum – whole area	105.00		105.00		107.00		107.00
304	Other Libraries	30.00		30.00		30.60		30.60
305	Private Views: First 2 hours	75.00		75.00		76.50		76.50
306	Subsequent hours – per hour	26.50		26.50		27.00		27.00
	Internet							
307	First hour Free (additional 1 hour for jobseekers if no paying customers waiting)							
308	Subsequent hours – per hour	1.25	0.25	1.50		1.25	0.25	1.50
	Talks							
309	Community groups	12.00		12.00		15.00		15.00
	FOCAL POINT GALLERY							
	Education Fees							
310	Art Classes					7.00		7.00
312	Art Classes (10 sessions)					63.00		63.00
313	Art Classes Siblings					5.00		5.00
314	Art Classes Advantage Card holders					5.00		5.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Pier Charges							
Advantage Card discounts apply. Details are available at point of sale.							
Pier Royal Pavillion							
1	Full day hire - Mon to Wed (hire includes rail tickets for all of your group)	1,000.00	-	1,000.00	1,000.00	-	1,000.00
2	Full day hire - Thur to Sun (hire includes rail tickets for all of your group)	2,500.00	-	2,500.00	2,500.00	-	2,500.00
Artists Studio							
3	Mon - Wed during normal pier hours	100.00	-	100.00	100.00	-	100.00
4	Thur - Sun during normal pier hours	250.00	-	250.00	250.00	-	250.00
All internal bookings for Royal Pavilion - Details on request							
Pier train return							
6	Adult	3.58	0.72	4.30	3.75	0.75	4.50
7	Child / concession	1.83	0.37	2.20	2.08	0.42	2.50
8	Family (5 people min two children)	9.17	1.83	11.00	9.58	1.92	11.50
Walk and ride							
9	Adult	3.17	0.63	3.80	3.33	0.67	4.00
10	Child / concession	1.67	0.33	2.00	1.83	0.37	2.20
11	Family	8.33	1.67	10.00	8.75	1.75	10.50
12	Walk both ways (winter) All Tickets	0.83	0.17	1.00	0.83	0.17	1.00
13	Walk both ways (summer) Adult	1.67	0.33	2.00	1.67	0.33	2.00
14	Walk both ways (summer) Child / Concession	0.83	0.17	1.00	0.83	0.17	1.00
All day rate							
Return as many times on the day train / walk							
15	Adult	5.00	1.00	6.00	5.42	1.08	6.50
16	Concession	2.50	0.50	3.00	2.75	0.55	3.30
17	Family	12.50	2.50	15.00	13.33	2.67	16.00
Joining visiting ship							
18	As above rates with 20% discount						
19	Inclusive add on to theatre performance	2.08	0.42	2.50	2.50	0.50	3.00
Pier Fishing							
20	Adult	5.00	1.00	6.00	5.42	1.08	6.50
21	Child / concession	3.33	0.67	4.00	3.75	0.75	4.50
22	Any age one way only (licensed angling boat)	2.17	0.43	2.60	2.50	0.50	3.00
Pier fishing season tickets							
23	Adult day	58.33	11.67	70.00	66.67	13.33	80.00
24	Concession day	29.17	5.83	35.00	33.33	6.67	40.00
25	Adult night	50.00	10.00	60.00	54.17	10.83	65.00
26	Concession night	25.00	5.00	30.00	29.17	5.83	35.00
27	Adult Anytime	100.00	20.00	120.00	116.67	23.33	140.00
28	Concession anytime	50.00	10.00	60.00	58.33	11.67	70.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Pier season tickets (daytime only)						
33	Adult	58.33	11.67	70.00	66.67	13.33	80.00
34	Concession	29.17	5.83	35.00	33.33	6.67	40.00
	Pier head berthing						
	Private craft						
35	Up to 40 ft (12.2M)	16.67	3.33	20.00	20.83	4.17	25.00
36	Up to 50 ft (15.2M)	33.33	6.67	40.00	37.50	7.50	45.00
37	Over 50 ft (15.2M)	66.67	13.33	80.00	70.83	14.17	85.00
	Licensed passenger vessels						
38	Capacity 1-49 passengers (per visit)	33.33	6.67	40.00	37.50	7.50	45.00
39	50+ passengers (per visit)	66.67	13.33	80.00	70.83	14.17	85.00
40	Angling vessel embarking or disembarking passengers (per occasion)	41.67	8.33	50.00	45.83	9.17	55.00
41	Annual License for licensed angling vessel	83.33	16.67	100.00	87.50	17.50	105.00
	Foreshore charges						
	moorings						
42	Two tree island	183.33	36.67	220.00	191.67	38.33	230.00
43	Two tree (waterman)	108.33	21.67	130.00	112.50	22.50	135.00
44	PLA Two tree	283.33	56.67	340.00	291.67	58.33	350.00
45	PLA two tree (waterman)	204.17	40.83	245.00	212.50	42.50	255.00
46	Hadleigh Ray	200.00	40.00	240.00	208.33	41.67	250.00
47	Hadleigh Ray (waterman)	125.00	25.00	150.00	133.33	26.67	160.00
48	Other location	83.33	16.67	100.00	87.50	17.50	105.00
49	Other (waterman)	58.33	11.67	70.00	62.50	12.50	75.00
50	Running moorings	66.67	13.33	80.00	70.83	14.17	85.00
51	Dinghy racks	29.17	5.83	35.00	33.33	6.67	40.00
52	Two tree island lockers	41.67	8.33	50.00	45.83	9.17	55.00
	Other foreshore charges						
53	Motor boat / PWC casual launching	29.17	5.83	35.00	29.17	5.83	35.00
54	Sailing / rowing / casual launch	12.50	2.50	15.00	12.50	2.50	15.00
55	Fine for non-payment of launching fees	60.00		60.00	50.00	10.00	60.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Season tickets - launching						
56	Motor boat/ PWC	141.67	28.33	170.00	150.00	30.00	180.00
57	Club member motor boat	104.17	20.83	125.00	108.33	21.67	130.00
58	Sailing / rowing boat	83.33	16.67	100.00	87.50	17.50	105.00
59	Combined launching and storage	133.33	26.67	160.00	141.67	28.33	170.00
60	Boat wreck removal	Individual price on application					
61	Use of crane at Two Tree (per boat)	16.67	3.33	20.00	20.83	4.17	25.00
64	Boatman's license	37.50	7.50	45.00	41.67	8.33	50.00
65	Boat licence - up to 12 passengers	37.50	7.50	45.00	41.67	8.33	50.00
66	Boat equipment inspection	58.33	11.67	70.00	62.50	12.50	75.00
67	Test fee, boatman's license (1st class) including consultant fee	83.33	16.67	100.00	100.00	20.00	120.00
	Berthing at Leigh Wharfs						
68	First day free. Per day or part day thereafter	15.00	3.00	18.00	16.67	3.33	20.00
69	Per day or part after 10 days	50.00	10.00	60.00	50.00	10.00	60.00
	Use of Leigh Wharfs for lifting boats						
70	Charge per occasion	150.00	30.00	180.00	150.00	30.00	180.00
	Beach changing huts Chalkwell Beach						
71	Summer licence (May to September)	208.33	41.67	250.00	216.67	43.33	260.00
72	Winter licence (October to Mar)	125.00	25.00	150.00	133.33	26.67	160.00
73	Weekly licence	54.17	10.83	65.00	54.17	10.83	65.00
	Bait digging licence						
74	Adult	20.83	4.17	25.00	20.83	4.17	25.00
75	Child / OAP	12.50	1.67	10.00	12.50	2.50	15.00
	Event Space - use of beach areas						
76	Commercial small	275.00		275.00	280.50		280.50
77	Commercial Medium	550.00		550.00	561.00		561.00
78	Commercial Large	1,100.00		1,100.00	1,122.00		1,122.00
79	Charity and Community Small	60.00		60.00	61.20		61.20
80	Charity and Community Medium	85.00		85.00	86.70		86.70
81	Charity and Community Large	120.00		120.00	122.40		122.40

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Southend town centre charges						
82	Commercial events	270.00		270.00	270.00		270.00
83	Mon - Fri (per day)	535.00		535.00	535.00		535.00
84	Sat / Sunday (per day)	1,285.00		1,285.00	1,285.00		1,285.00
85	Weekly charge (Mon - Sun)	1,070.00		1,070.00	1,070.00		1,070.00
	Thurs - Sun inclusive						
86	Charities and Community Organisations (events only)	270.00		270.00	270.00		270.00
87	Mon - Sun - Victoria Circus / Gateway / Royal Square / City Beach	Free		Free	Free		Free
88	Mon - Sun - Lloyds Bank (Charity Street Collections ONLY)	55.00		55.00	55.00		55.00
	Mon - Sun - All other areas (Contact Business Support for more information)						
	Price subject to discussion regarding nature of event (£100 to £1,000)						
89	Market Pitch Fee (per 3m x 3m pitch, per day)	30.00		30.00	30.00		30.00
	Tourism charges						
90	Filming and photography	66.67	13.33	80.00	66.67	13.33	80.00
91	Admin (payable by all except student film makers)	100.00	20.00	120.00	100.00	20.00	120.00
92	Location fee - commercial - per hour or part thereof	50.00	10.00	60.00	50.00	10.00	60.00
93	Location fee - non commercial - per hour or part thereof						

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Food Certification						
1	Food Export Certificate	66.00		66.00	66.00		66.00
2	Food Surrender Certificate	61.00		61.00	61.00		61.00
3	Collect/Dispose Unfit Food (per hour)	66.00		66.00	66.00		66.00
	Environmental Protection						
4	Environmental Regulation of Industrial Processes (Local Air Pollution Control)	All Statutory Fees Published on Defra Website: https://www.gov.uk/government/publications/environmental-regulation-of-industrial-plant-fees-and-charges					
5	Pre-Application Planning - Expert Acoustic Advice (cost per hour)				75.50		75.50
6	Contaminated Land Enquiry	110.00		110.00	120.00		120.00
	Dog Warden Service						
7	Initial Animal Warden fee (includes prescribed fee/collection/transport/initial kennelling/microchipping)	72.00		72.00	72.00		72.00
8	Plus Kennelling charge for each additional day or part day	12.00		12.00	12.00		12.00
9	Microchipping Fee (if done by Animal Warden)	18.00		18.00	18.00		18.00
10	If dog collected before first night kennelling (Prescribed fee + Transport / microchip)	35.00		35.00	35.00		35.00
	Trading Standards						
11	All Services (per hour)	75.50		75.50	75.50		75.50
	Poisons Act						
12	Initial registration	40.00		40.00	40.00		40.00
13	Re-registration	22.00		22.00	22.00		22.00
14	Change in details	15.00		15.00	15.00		15.00
	Petroleum						
15	Not exceeding 2,500 litres (for 1 Year - additional charges apply for 2/3 Years)	42.00		42.00	42.00		42.00
16	Exceeding 2,500 litres but not exceeding 50,000 litres (for 1 Year - additional charges apply for 2/3 Years)	58.00		58.00	58.00		58.00
17	Exceeding 50,000 litres (for 1 Year - additional charges apply for 2/3 Years)	120.00		120.00	120.00		120.00
18	Transfer of Certificate	8.00		8.00	8.00		8.00
19	Research on plans of disused sites			-			

	Description of Service	Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Explosives						
20	Initial Licence of premises for keeping of explosives (1 Year new Licence - additional fees apply for 2-5 years)	105.00		105.00	105.00		105.00
21	Renewal of Licence (1 Year new Licence - additional fees apply for 2-5 years)	52.00		52.00	52.00		52.00
22	Variation of Licence (amend name or address of site). Other variations at reasonable cost of work done by Licensing Service.	35.00		35.00	35.00		35.00
23	Transfer or replacmenet of Licence document	35.00		35.00	35.00		35.00
24	Licence to sell explosives all year round	500.00		500.00	500.00		500.00
	Sex Establishments						
25	Application fee (non refundable) * + £1500 if it goes to Formal Hearing	1,350.00		1,350.00	1,350.00		1,350.00
26	Annual Licence Renewal* + £1500 if it goes to Formal Hearing	1,000.00		1,000.00	1,000.00		1,000.00
	Hackney Carriage and Private Hire Licence Fees						
	Vehicles Hackney Carriage						
27	1 Year	280.00		280.00	280.00		280.00
28	From 4-8 Months	192.00		192.00	192.00		192.00
29	Under 4 Months	100.00		100.00	100.00		100.00
30	(Replacement Vehicle Fee)	46.00		46.00	46.00		46.00
	Vehicles Private Hire						
31	1 Year	247.00		247.00	247.00		247.00
32	From 4-8 Months	176.00		176.00	176.00		176.00
33	Under 4 Months	87.00		87.00	87.00		87.00
34	(Replacement Vehicle Fee)	46.00		46.00	46.00		46.00
	Drivers						
35	Licence Fee on First Application and Knowledge Test: 3 Years	350.00		350.00	350.00		350.00
36	Licence Fee on First Application and Knowledge Test: 1-2 Years	306.00		306.00	306.00		306.00
37	Licence Fee on First Application and Knowledge Test: Under 1 Year	277.00		277.00	277.00		277.00
38	Dual Hackney Carriage & Private Hire Licence additional licence fee	53.00		53.00	53.00		53.00
39	Enhanced DVLA Records for check for applicants for Hackney Carriage and Private Hire Drivers Licences	7.50		7.50	7.50		7.50
40	Licence Renewal Fee	243.00		243.00	243.00		243.00
	Private Hire Operators						
41	5 Years	1,022.00		1,022.00	1,022.00		1,022.00
42	Between 2 & 3 yrs	859.00		859.00	859.00		859.00
43	Less than 2 Years	688.00		688.00	688.00		688.00
44	If only 3 or less Private Hire Vehicles Licensed an operator may opt for 1 year	93.00		93.00	93.00		93.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Replacements							
45	Driver's Badge	15.00		15.00	15.00		15.00
46	Licence Plate	15.00		15.00	15.00		15.00
47	Plate Holder	15.00		15.00	15.00		15.00
48	Internal Disc	15.00		15.00	15.00		15.00
Registers							
49	Hackney Carriage Register of Licensees	31.00		31.00	32.00		32.00
50	Private Hire Register of Licensees	31.00		31.00	32.00		32.00
51	Administration fee for in year license transfer	12.00		12.00	13.00		13.00
Safety & Licensing							
52	Skin Piercing Registration	118.00		118.00	118.00		118.00
53	Tattoo convention - venue charge	368.00		368.00	368.00		368.00
54	Tattoo convention - individual registration	27.00		27.00	27.00		27.00
55	Massage Establishments - Licence	118.00		118.00	118.00		118.00
56	Massage Establishments - Renewal	100.00		100.00	100.00		100.00
Tables and Chairs							
Annual Licensing Fee							
57	1 table	200.00		200.00	160.00		160.00
58	2 tables	400.00		400.00	320.00		320.00
59	3 tables	600.00		600.00	480.00		480.00
60	4 tables	800.00		800.00	640.00		640.00
61	5 tables	1,000.00		1,000.00	800.00		800.00
62	6 tables	1,200.00		1,200.00	960.00		960.00
63	7 tables	1,400.00		1,400.00	1,120.00		1,120.00
64	8 tables	1,600.00		1,600.00	1,280.00		1,280.00
65	9 tables	1,800.00		1,800.00	1,440.00		1,440.00
66	10+ tables	2,000.00		2,000.00	1,600.00		1,600.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Seasonal Licensing Fee (April to September)							
67	1 table				120.00		120.00
68	2 tables				240.00		240.00
69	3 tables				360.00		360.00
70	4 tables				480.00		480.00
71	5 tables				600.00		600.00
72	6 tables				720.00		720.00
73	7 tables				840.00		840.00
74	8 tables				960.00		960.00
75	9 tables				1,080.00		1,080.00
76	10+ tables				1,200.00		1,200.00
Animal Licensing							
77	Boarding Establishment – Initial Grant; Renewal or Transfer	248.00		248.00	248.00		248.00
78	Breeding of Dogs - Initial Grant; Renewal or Transfer	248.00		248.00	248.00		248.00
79	Pet Shops - Initial Grant	170.00		170.00	170.00		170.00
80	Pet Shops - Renewal or Transfer	86.00		86.00	86.00		86.00
81	Dangerous Wild Animals – Initial Grant	423.00		423.00	423.00		423.00
82	Dangerous Wild Animals – Renewal at existing premise	368.00		368.00	368.00		368.00
83	Riding Establishments - Initial Grant; Renewal or Transfer	822.00		822.00	822.00		822.00
84	Zoo (3-6 yearly by instalments) - Initial Grant; Renewal	865.00		865.00	865.00		865.00
85	Animal Home Boarding initial grant	131.00		131.00	131.00		131.00
86	Animal Home Boarding renewal	77.00		77.00	77.00		77.00
87	Performing animals licence	153.00		153.00	153.00		153.00
Access to CCTV Footage							
88	Insurance Company evidential requests	100.00	20.00	120.00	110.00	22.00	132.00
Scrap Metal Dealers							
89	Scrap Metal site - New	375.00		375.00	375.00		375.00
90	Scrap Metal site - Renewal	224.00		224.00	224.00		224.00
91	Scrap Metal site - Variation	113.00		113.00	113.00		113.00
92	Additional Scrap Metal site (per site)	50.00		50.00	50.00		50.00
93	Scrap Metal Collector- New	227.00		227.00	227.00		227.00
94	Scrap Metal Collector- Renewal	176.00		176.00	176.00		176.00
95	Scrap Metal Collector- Variation	76.00		76.00	76.00		76.00
96	Copy Licence	22.00		22.00	22.00		22.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
The following waste collection charges are set and levied by the Council's Waste Collection Contractor. They are set out here for information purposes only.							
Garden Waste							
97	Garden Waste Sacks (roll of 10 sacks)	6.05		6.05	6.20		6.20
98	240 litre Garden waste bin (to purchase, one off cost)	26.40		26.40	27.75		27.75
99	52 week garden waste permit (annual payment by direct debit)	N/A		N/A	41.50		41.50
100	52 week garden waste permit (payment by cheque/card)	48.70		48.70	49.80		49.80
Bulky Waste							
101	1st individual bulky item	7.50		7.50	7.50		7.50
102	2nd individual bulky item	5.00		5.00	5.00		5.00
103	3rd individual bulky item	5.00		5.00	5.00		5.00
104	4th individual bulky item	5.00		5.00	5.00		5.00
105	5th individual bulky item	5.00		5.00	5.00		5.00
Combined items:							
106	Three piece suite	17.50		17.50	17.50		17.50
107	Dining Table and 6 chairs	17.50		17.50	17.50		17.50
Max 5 items booked at any one time, other materials or more than 5 items - quotation needed							

Licensing Act 2003 (statutory fees)

Applications for new premises licences and club premises certificates, variations, and annual fees

The licence fees payable for Premises Licences and Club Premises Certificates are based upon the rateable value in the local non-domestic rating list for the time being in force. The fees payable are set in Bands, depending upon the rateable value, in accordance with the table below.

In addition to the main fees payable upon application, an annual charge is also payable on the anniversary of the date of the original grant. The relevant fee must also be submitted in respect of variation applications.

In the case of applications relating to premises in the course of construction, they are assigned to Band C. In the case of premises without a rateable value, they are assigned to Band A.

Rateable Value Bands	A	B	C	D	E
Licence or Club Premises Certificate Application Fee £	100	190	315	450	635
Variation Application Fee £	100	190	315	450	635
Annual Fee £	70	180	295	320	350

Rateable Value	Band
No rateable value to £4,300	A
£4,301 to £33,000	B
£33,001 to £87,000	C
£87,001 to £125,000	D
£125,001 and above	E

A multiplier applied to premises in bands D and E where they are exclusively or primarily used for carrying on the premises the supply of alcohol for consumption on the premises:-

Band	D (x 2)	E (x 3)
Licence at Club Premises Certificate application fee £	900	1905
Variation Fee £	900	1905
Annual Fee £	640	1050

The above multipliers do not apply to premises for which Club Premises Certificates are applicable.

Applications for variation of conditions applicable to a Premises Licence or a Club Premises Certificate during the transition stage (between 7th February 2005 and 6th August 2005)

In the case of variations to premises licences, where the variation relates in any way to the provision of alcohol, the following variation fees shall be payable where the application is made at the same time as the application for an initial grant of the premises licence.

Rateable value bands	A	B	C	D	E
Variation Fee £	20	60	80	100	120

No variation fee is payable during transition stage for variations of club premises certificates, where such applications are made at the same time as the application for the initial grant of the Club Premises Certificate.

Exceptionally Large Events

Where the maximum number of persons to be allowed on the premises at the same time is more than 5,000, an additional fee is payable, in accordance with table below.

Number in attendance at any one time	Additional fee for application	Subsequent annual fee
5,000 to 9,999	£1,000	£500
10,000 to 14,999	£2,000	£1,000
15,000 to 19,999	£4,000	£2,000
20,000 to 29,999	£8,000	£4,000
30,000 to 39,999	£16,000	£8,000
40,000 to 49,999	£24,000	£12,000
50,000 to 59,999	£32,000	£16,000
60,000 to 69,999	£40,000	£20,000
70,000 to 79,999	£48,000	£24,000
80,000 to 89,999	£56,000	£28,000
90,000 and over	£64,000	£32,000

Exemptions

Certain exemptions to fees apply in the case applications for premises, club premises certificates, annual fees for such premises, and related variation applications.

The exemptions cover Regulated Entertainment only, and relate to:-

- a) Educational institutions comprising schools and colleges (in specified circumstances), and
- b) Premises which form part of a church hall, chapel hall or other similar building or a village hall, parish hall or community hall or other similar building.

Gambling Act

Table of Fees for Licensed Premises 2016/17

Licensed Premises Type	Application Fee for non-conversion provisional statement premises (i.e. premises already having provisional statement)	Non-Conversion Application Fee	First Annual Fee for Premises Licence	Annual Fee
Converted Casino Premises Licence (Existing Casino)	N/A	N/A	£2,670.00	£2,670.00
Small Casino Premises Licence	£2,670.00	£7,120.00	£4,450.00	£4,450.00
Large Casino Premises Licence	£4,450.00	£8,900.00	£8,900.00	£8,900.00
Regional Casino Premises Licence	£7,120.00	£13,350.00	£13,350.00	£13,350.00
Bingo Premises Licence	£1,068.00	£3,115.00	£890.00	£890.00
Adult Gaming Centre Premises Licence	£1,068.00	£1,780.00	£890.00	£890.00
Betting Premises (Track) Licence	£845.50	£2,225.00	£890.00	£890.00
Family Entertainment Centre Premises Licence	£845.50	£1,780.00	£667.50	£667.50
Betting Premises (Other) Licence (ie Betting Shops)	£1,068.00	£2,670.00	£534.00	£534.00

Licensed Premises Type	Application Fee to Vary Licence	Application Fee to Transfer Licence	Application Fee for Re-Instatement of Licence	Application Fee for Provisional Statement
Converted Casino Premises Licence (Existing Casino)	£2,000.00	£1,201.50	£1,201.50	N/A
Small Casino Premises Licence	£3,526.00	£1,602.00	£1,602.00	£7,120.00
Large Casino Premises Licence	£4,450.00	£1,913.50	£1,913.50	£8,900.00
Regional Casino Premises Licence	£6,675.00	£5,785.00	£5,785.00	£13,350.00
Bingo Premises Licence	£1,324.32	£1,068.00	£1,068.00	£3,115.00
Adult Gaming Centre Premises Licence	£890.00	£1,068.00	£1,068.00	£1,780.00
Betting Premises (Track) Licence	£1,112.50	£845.50	£845.50	£1,900.00
Family Entertainment Centre Premises Licence	£890.00	£845.50	£845.50	£1,900.00
Betting Premises (Other) Licence (ie Betting Shops)	£1,335.00	£1,068.00	£1,068.00	£2,670.00

Note: Application for change of circumstances to be charged at £50.00 and application for copy of licence to be charged at £25.00 for all classes of premises.

Table of Fees 2016/17 Permits etc.

Permit Type	Application Fee	Renewal Fee	Annual Fee	Transition Application fee	Variation Fee	Change of Name	Transfer Fee	Copy of Permit
Family Entertainment Centre Gaming Machine Permit	£300	£300 (Ten Yearly Renewal)	N/A	£100	N/A	£25	N/A	£15
Prize Gaming Permit	£300	£300 (Ten Yearly Renewal)	N/A	£100	N/A	£25	N/A	£15
Club Gaming Permit & Gaming Machine Permit	£200 (£100 for holder of Club Premises Certificate or existing part 2/part 3 Operator)	£200 (£100 where holder of Club Premises) (Ten Yearly Renewal)	£50	N/A	£100	N/A	N/A	£15
Alcohol Licensed Premises Gaming Machine Permit	£150	N/A	£50	£100	£100	£25	£25	£15
Alcohol Licensed Premises - £50 - notification fee only (for authorisation of up to 2 machines)								

Personal Licences, Temporary Events and Other Fees

The following fees are payable:-

	2015/16	2016/17
Application for a grant or renewal of personal licence	£37.00	£37.00
Temporary event notice	£21.00	£21.00
Supply of copy of licence or summary, following loss, theft, etc.	£10.50	£10.50
Application for a provisional statement where premises being built, etc.	£315.00	£315.00
Notification of change of name or address of premises licence holder	£10.50	£10.50
Application to vary licence to specify individual as premises supervisor	£23.00	£23.00
Application for transfer of premises licence	£23.00	£23.00
Interim authority notice following death etc. of licence holder	£23.00	£23.00
Supply of copy of club premises certificate or summary, following loss, theft	£10.50	£10.50
Notification of change of name or alteration of rules of club	£10.50	£10.50
Change of relevant registered address of club	£10.50	£10.50
Supply of copy of temporary event notice, following loss, theft, etc.	£10.50	£10.50
Supply of copy of personal licence, following loss, theft, etc.	£10.50	£10.50
Fee to accompany notification of change of name or address of personal licence holder	£10.50	£10.50
Fee to accompany notice from freeholder etc. requesting to be notified of licensing matters	£21.00	£21.00

PARKING CHARGES

RATIONALE

The proposed increase in charges are designed to encourage short term on street parking and long term parking in car parks and increase tourists activities along the seafront

PARKING OPERATION NOTES

Christmas Parking	To provide free parking in all Council car parks after 1600hrs on Thursdays and all day on Sundays in December.
Seafront Parking	To provide free parking after 6pm along Seafront, covering Fairhead Green, Seaway and Western esplanade. Revise tariffs to commence charging from 9am to 6pm daily.
Bank Holidays	Car parks and on street parking bays are operational on bank holidays and fees apply except Christmas Day and Good Friday.

Current charges will remain in car parks with

*	
Electric Cars	Free Parking in Council car parks

PARKING CHARGES	Time	Current Tariff (£s)	Proposed Tariff (£s)
Zone A - Town Centre *			
On Street Bays (0900-1800) Daily			
	30 mins	1.00	1.00
	1 hour	1.70	1.70
	2 hours	3.30	3.30
	3 hrs	5.00	5.00
	4 hrs	6.50	6.50
	5 hrs	8.30	8.30
	6 hrs	10.00	10.00
	7 hrs	11.50	11.50
	8 hrs	13.20	13.20
	8+ hrs	14.20	14.20

Zone H - Hospital Area *	Time	Current Tariff (£s)	Proposed Tariff (£s)
On Street Bays (0930-1630 Monday to Friday			
	2 hours	2.10	2.10
	4 hours	2.80	2.80

Leigh Marshes & Belton Way On Street Bays *	Time	Current Tariff (£s)	Proposed Tariff (£s)
Monday to Friday - Midnight until 1000		4.00	4.00
Monday to Friday - 1000 until Midnight		Free	Free
Weekends and Bank Holidays - all day		1.00	1.00

Zone A- Town Centre Car Parks (0900-1800) Daily, unless otherwise specified) *		Current Tariff (£s)	Proposed Tariff (£s)
Alexandra Street	1 hour	1.10	1.10
Clarence Road	2 hours	1.90	1.90
Essex St	3 hrs	2.70	2.70
Short Street	4 hrs	4.70	4.70
Warrior Square	5 hrs	5.70	5.70
London Road (North)	6 hrs	7.00	7.00
York Road	7 + hrs	11.00	11.00
University Square (24hrs)			
Tyler's Avenue (24hrs)			
Civic Centre North & Underground (not weekdays)			
	1 hour	1.00	1.00
	2 hours	1.60	1.60
	3 hrs	2.40	2.40
	4 hrs	4.10	4.10
	5 hrs	5.10	5.10
	6 hrs	6.10	6.10
	7 + hrs	10.20	10.20
Libraries			
	1 hour	1.00	1.00
	2 hours	1.80	1.80
	3 hrs	2.50	2.50
	4 hrs	4.30	4.30
	5 hrs	5.40	5.40
	6 hrs	6.40	6.40
	7 + hrs	10.50	10.50

Zone B	Current Tariff (£s)	Proposed Tariff (£s)
Baxter Street (permits only)	900.00	1,000.00

Zone C *	Time	Current Tariff (£s)	Proposed Tariff (£s)
Ilfracombe Avenue	30 mins	0.20	0.20
North Road	1 hour	0.50	0.50
Hamlet Court Road	2 hours	1.70	1.70
Elm Road	3 hrs	2.20	2.20
North Street	4 hrs	2.50	2.50
Ceylon Road	5 hrs	4.40	4.40
Thorpe Bay Broadway (max 3hrs)	6 hrs	5.40	5.40
	7+ hrs	10.50	10.50

Zone D *	Time	Current Tariff (£s)	Proposed Tariff (£s)
Seafront On Street bays (0900-1800 unless specified otherwise) including:			
Eastern Esplanade	1 hour	1.20	1.20
	2 hrs	2.30	2.30
	3 hrs	3.90	3.90
	4 hrs	4.60	4.60
	5 hrs	5.70	5.70
	6 hrs	7.00	7.00
	7+ hrs	11.00	11.00
Chalkwell Esplanade	1 hour	1.00	1.00
Thorpe Esplanade	2 hrs	2.10	2.10
	3 hrs	3.40	3.40
	4 hrs	4.30	4.30
	5 hrs	5.40	5.40
	6 hrs	6.50	6.50
	7+ hrs	12.00	12.00
Belton Bridge	1 hr	1.10	1.10
	2 hrs	2.30	2.30
	3 hrs	3.40	3.40
	4 hrs	4.60	4.60
	5 hrs	5.70	5.70
	6 hrs	6.90	6.90
	7+ hrs	11.00	11.00
Seafront Off Street (0900-1800hrs unless specified otherwise) *			
	Time	Current Tariff (£s)	Proposed Tariff (£s)
Belton Gardens- North & South	1 hour	1.10	1.10
Leigh Foundry	2 hours	2.10	2.10
Victoria Wharf	3 hrs	3.00	3.00
	4 hrs	4.80	4.80
	5 hrs	6.00	6.00
	6 hrs	7.40	7.40
	7+ hrs	9.00	9.00
Shorefield Road (0900-2100)	1 hour	1.00	1.00
East Beach	2 hours	2.00	2.00
Shoebury Common	3 hrs	2.80	2.80
	4 hrs	4.50	4.50
	5 hrs	5.60	5.60
	6 hrs	7.00	7.00
	7+ hrs	8.50	8.50

Central Seafront (0900-1800hrs)	Time	Current Tariff (£s)	Proposed Tariff (£s)
Fairheads Green	1 hour	1.20	1.60
Western Esplanade- all	2 hours	2.20	2.90
Seaway	3 hrs	3.20	4.20
	4 hrs	5.00	6.60
	5 hrs	6.30	8.30
	6 hrs	7.70	10.20
	7+ hrs	9.60	12.70
Seaway (24 hours)	Coaches	17.00	22.40
	Lorries	20.00	26.40

Season Tickets, Permits and Miscellaneous Charges	Current Tariff (£s)	Proposed Tariff (£s)
Residents Zone A Annual (on-street charging)	90.00	100.00
Residents Zone A 2 year (on-street charging)	160.00	180.00
Carers/Health Care Special Comprehensive (named car park)	90.00	90.00
Suspensions (Administration Cost) for upto 7 days and for each subsequent renewals	25.00	30.00
Suspensions of on street & car park bays (per day per bay) - Zone A	20.00	20.00
Suspensions of on street & car park bays (per day per bay) -All other areas	15.00	15.00
Dispensations (on waiting/limited waiting restrictions) for allowing vehicle parking for upto 7 days	30.00	30.00
Replacement of permit due to vehicle changes	5.00	5.00
Lost Permits	25.00	30.00
Special Comprehensive - All car parks Borough Wide Annual	850.00	1,100.00
Special Comprehensive Borough Wide Quarter	280.00	300.00
Special Comprehensive Borough Wide Monthly	100.00	110.00
Comprehensive Borough Wide Except Zone A Town Centre Annual	700.00	900.00
Comprehensive Borough Wide Except Zone A Town Centre Quarter	230.00	240.00
Comprehensive Borough Wide Except Zone A Town Centre Monthly	80.00	85.00
Annual permit (Zone A- Town Centre)	750.00	900.00
Quarterly permit (Zone A only)	250.00	280.00
Seafront Annual - Residents	175.00	200.00
Seafront annual - Non residents of the area		900.00
Seafront Seasonal - 1st May - 30th September	130.00	150.00
Seafront Monthly	40.00	50.00

Season Tickets, Permits and Miscellaneous Charges (Cont.)		Current Tariff (£s)	Proposed Tariff (£s)
Ad Hoc Annual Permits (single car parks in Town Centre)		350.00	400.00
Ad Hoc Annual Permits (single car parks in District Car Parks)		250.00	300.00

Residents Permits and Visitor Vouchers *		Current Tariff (£s)	Proposed Tariff (£s)
Colchester Road, Hospital, Milton, Victoria, Beresford Road	1st & 2nd Permit	15.00	15.00
	3rd Permit	30.00	30.00
	4th Permit	50.00	50.00
	Visitor Vouchers- All area per book of 20	5.00	5.00

Discretionary Permits	Proposed Tariff (£s)

Charitable Organisation

Registered Charities may receive up to 5 free permits on application (subject to justifying the need). Then up to 5 further permits at a discount of 50% (subject to demonstrating measures to promote sustainable travel choices). The location of parking to which the permits apply will be at the discretion of the Council.

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Highways & Traffic Management Services							
1	Apparatus on the highway (crane, cherrypicker etc)	180.00		180.00	180.00		180.00
2	Vehicle access onto pedestrian zone			-	15.00		15.00
Builders Skips on the Public Highway							
3	Skip Company Operators Licence - application registration	55.00		55.00	60.00		60.00
4	Consideration of an application for permission to deposit a skip				15.00		15.00
5	Skip Licence - for occupation of the highway up to 21 days	35.00		35.00	35.00		35.00
	Licence extentions - a new licence is required for skips needed longer than 21 days						
6	Recovery of expenses to remove or reposition a skip	140.00		140.00	cost + 20%		cost + 20%
7	Fixed Penalty Notice - deposit of a skip without permission/contravention of a licence				100.00		100.00
8	Fixed Penalty Notice - discounted amount if payment is made within 15 days				75.00		75.00
Scaffolding or Other Structure on or over the Public Highway							
9	Consideration of an application for a licence to erect or retain scaffolding or other structure				15.00		15.00
10	Licence - for occupation of the highway up to 21 days	180.00		180.00	180.00		180.00
11	Deposit - per m2 (minimum deposit £300.00)				50.00		50.00
12	Fixed Penalty Notice - for offences relating to the erection or retention of scaffolding or other structure				500.00		500.00
13	Fixed Penalty Notice - discounted amount if payment is made within 15 days				300.00		300.00
Hoarding or Fence on the Public Highway							
14	Consideration of an application to erect hoarding or fencing	180.00		180.00	15.00		15.00
15	Licence - for occupation of the highway up to 21 days				180.00		180.00
16	Deposit - per m2 (minimum deposit £300.00)				50.00		50.00
17	Site Inspections to monitor compliance - per inspection (minimum of one inspection)				50.00		50.00
Deposit of Building Materials & Making Excavations in Streets							
18	Consideration of an application for consent				15.00		15.00
19	Temporary disturbance permit - for occupation of highway up to 28 days	180.00		180.00	180.00		180.00
20	Deposit - per m2 (minimum deposit £300.00)				50.00		50.00
21	Permit extensions - a new permit is required if works are to exceed 28 days						
Permanent Vehicular Crossing							
22	Application fee - includes initial site assessment	125.00		125.00	125.00		125.00
23	Application fee incorporating exceptional circumstances - including initial site assessment	175.00		175.00	175.00		175.00
24	Costs to construct a crossing are based on current SBC Contractor schedule of rates, quotations to be issued upon application approval				variable		variable
25	Inspection fee during construction	75.00		75.00	75.00		75.00
26	Application to become an approved PVX contractor	95.00		95.00	100.00		100.00

	Description of Service	Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	New Roads & Street Works Act						
27	section 50 - Street works Licence	245.00		245.00	245.00		245.00
28	section 75 - Inspection fee	65.00		65.00	65.00		65.00
	Parking & Penalty Charge Notices						
29	High rate	70.00		70.00	70.00		70.00
30	Lower rate	50.00		50.00	50.00		50.00
31	Higher rate if paid within 2 weeks(14 days) of issue of PCN - 50% reeuction	35.00		35.00	35.00		35.00
32	Lower rate if paid within 2 weeks (14 days) of issue of PCN - 50% reduction	25.00		25.00	25.00		25.00
	Note: A reminder " Notice" issued after 28 days						
33	If not paid within 4 weeks (28 days)of reminder/notice - 50% increase	90.00		90.00	90.00		90.00
34	If not paid within 6 weeks (42 days)of reminder/notice - debt is registered at court (+£5)	95.00		95.00	95.00		95.00
35	If not paid within a further 3 weeks (21 days) of debt registration warrant issued to baliffs(baliffs costs to be added)	95.00		95.00	95.00		95.00
	Traffic Regulation Orders and Road Signs & Lines						
36	Temporary Traffic Orders - where no advertismment necessary	441.67	88.33	530.00	470.00	94.00	564.00
37	Temporary Traffic Orders - where advertismment necessary	2,166.67	433.33	2,600.00	2,166.67	433.33	2,600.00
38	Traffic Regulation Orders amendments	2,208.33	441.67	2,650.00	2,208.33	441.67	2,650.00
39	White " H" bar marking at vehicular accesses (cost)						
40	White " H" bar marking at vehicular accesses (Admin fee)	95.83	19.17	115.00	95.83	19.17	115.00
41	Private destination signs (cost)						
42	Private destination signs (Admin Fee)	45.83	9.17	55.00	50.00	10.00	60.00
43	Temporary traffic signal design and approval (cost)						
44	Temporary traffic signal design and approval (Admin Fee)	91.67	18.33	110.00	95.00	19.00	114.00
45	Attendance by Traffic Signal Engineer to inspect/turn on-off signals for approved purposes(cost)						
46	Attendance by Traffic Signal Engineer to inspect/turn on-off signals for approved purposes per visit	91.67	18.33	110.00	93.33	18.67	112.00
47	Neighbourhood Watch Signs	45.00	9.00	54.00	45.00	9.00	54.00
48	Highway Boundary Searches (in relation to buying/selling or developments)	50.00	10.00	60.00	55.00	11.00	66.00
49	Traffic Regulation Orders - copies / extracts	40.00	8.00	48.00	45.00	9.00	54.00
50	Provision of Road Casualty Data - per street per 500m length	91.67	18.33	110.00	95.00	19.00	114.00
51	Supply of Technical Survey data	91.67	18.33	110.00	95.00	19.00	114.00
52	Approval for temporary direction signage	50.00	10.00	60.00	55.00	11.00	66.00
	Highways Supervision & Agreements						
53	New Street Agreement (Section 38) - 10% of the value of the works						

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Road Safety							
54	Road Safety Promotional-at cost						At cost
55	Cycle Training- at cost. (£10 payment in advance for childrens holiday course and adult training)						At cost
Public Rights of Way							
56	Stopping up and diversion of Public Rights of Way - non refundable fee	208.33	41.67	250.00	220.00	44.00	264.00
57	Progression of work to stop up / divert Public Right of Way or highway, including the cost of advertising	2,125.00	425.00	2,550.00	2,170.00	434.00	2,604.00
Highways Records							
58	Highway Boundary Searches - £56 was the agreed increased fee for 2012-13	65.00		65.00	70.00		70.00
Naming / Numbering for new properties							
59	Up to 5	100.00		100.00	105.00		105.00
60	6 - 20	300.00		300.00	310.00		310.00
61	21 - 50	500.00		500.00	515.00		515.00
62	51 and over	700.00		700.00	720.00		720.00
63	Addressing unregistered properties (each)	25.00		25.00	25.00		25.00
64	Provision of street name plates (each)	450.00		450.00	470.00		470.00
East of England Common Permit Scheme							
65	Major and standard works on a traffic sensitive street Category 3 and 4 (charges are per day)	750.00		750.00	750.00		750.00
66	Major and standard works on a non- traffic sensitive street Category 3 and 4 (charges are per day)	250.00		250.00	250.00		250.00
67	Minor and immediate works on a traffic sensitive street Category 3 and 4 (charges are per day)	250.00		250.00	250.00		250.00
68	Minor and immediate works on a non- traffic sensitive street Category 3 and 4 (charges are per day)	100.00		100.00	100.00		100.00
69	The penalty fee is £500 if paid within 36 days for working without a permit.	500.00		500.00	500.00		500.00
70	The penalty fee is £300 if paid within 28 days for working without a permit.	300.00		300.00	300.00		300.00
71	For breaching a condition of a permit the fee is £120 if paid within 36 days	120.00		120.00	120.00		120.00
72	For breaching a condition of a permit the fee is £80 if paid within 28 days	80.00		80.00	80.00		80.00
	Permit as per schedule						
73	Permit variations on category 0, 1 and 2 streets and category 3 and 4 streets that are traffic sensitive	45.00		45.00	45.00		45.00
74	Permit variations for all activities on category 3 and 4 non traffic sensitive streets	35.00		35.00	35.00		35.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Travel Centre						
75	Departure charges	0.35		0.35	0.36	-	0.36
	Traffic Information and Modelling						
76	Traffic Flow Data per request	230.00		230.00	235.00		235.00
77	Use of the Southend Transport Models (cost on application to be agreed, generally SBC consultant's fee plus 20%)						

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Planning & Building Regulation Document History requests (including Tree Preservation Orders)						
Note	Only the owner or owners representative are permitted to view plans or associated documents deposited under Building Regulations						
Note	Requests relating to planning files do not incur VAT						
1	To retrieve and view a file that is stored on-site	6.00		6.00	6.00		6.00
2	To retrieve and view a file that is stored off-site	21.50		21.50	22.00		22.00
3	Written responses to Solicitors, Developers or Insurers (in addition to the retrieval fee)	32.50	6.50	39.00	33.33	6.67	40.00
4	To copy an A4 (297 x 210 mm) document (in addition to the retrieval fee)	7.50	1.50	9.00	7.50	1.50	9.00
5	To copy an A3 (297 x 420 mm) document (in addition to the retrieval fee)	8.00	1.60	9.60	8.33	1.67	10.00
6	To copy an A2 (420 x 594 mm) document (in addition to the retrieval fee)	8.50	1.70	10.20	8.33	1.67	10.00
7	To copy an A1 (594 x 841 mm) document (in addition to the retrieval fee)	9.00	1.80	10.80	9.17	1.83	11.00
8	To copy an A0 (841 x 1189 mm) document (in addition to the retrieval fee)	9.50	1.90	11.40	10.00	2.00	12.00
	PLANNING FEES						
9	Majority set by statute (see separate table)						
10	Hyperlink to Planning Application and related fees ↓						
11	http://www.southend.gov.uk/downloads/485/planning_applications						
	Pre-application advice - LARGE SCALE MAJOR						
12	Written advice (Not applicable for this type of development)						
13	Meeting plus written advice	1,166.67	233.33	1,400.00	1,190.00	238.00	1,428.00
14	Follow up meeting plus written advice	625.00	125.00	750.00	637.50	127.50	765.00
	Pre-application advice - SMALL SCALE MAJOR						
15	Written advice	333.33	66.67	400.00	340.00	68.00	408.00
16	Meeting plus written advice	958.33	191.67	1,150.00	977.50	195.50	1,173.00
17	Follow up meeting plus written advice	250.00	50.00	300.00	255.00	51.00	306.00
	Pre-application advice - MINOR						
18	Written advice	166.67	33.33	200.00	170.00	34.00	204.00
19	Meeting plus written advice	500.00	100.00	600.00	510.00	102.00	612.00
20	Follow up meeting plus written advice	166.67	33.33	200.00	170.00	34.00	204.00
21	Advice to agents regarding extension/alterations to dwellings	212.50	42.50	255.00	216.67	43.33	260.00
22	Pre-application advice for members of the public wishing to extend/alter their own						
23	Duty Planner	Free		Free	FREE		Free
24	Written Advice	75.00		75.00	76.50		76.50

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Micellaneous Fees							
25	Copy of Tree Preservation Order	17.00		17.00	17.30		17.30
26	Inspection of compliance with Enforcement Notice	129.17	25.83	155.00	131.67	26.33	158.00
27	Adopted Local Development Framework Documents (per document)	25.00		25.00	26.00		26.00
33	Compliance with S106 Agreement Requests	75.00		75.00	77.00		77.00
High Hedge Complaints							
34	Application fee	350.00		350.00	357.00		357.00
35	Application fee (concessions only)	250.00		250.00	255.00		255.00
SUDS Approval Body Applications							
36	Suds Application (Major Developments) under 0.5ha	350.00		350.00	357.00		357.00
37	Suds Application (Major Developments) 0.5ha - 0.99ha	600.00		600.00	612.00		612.00
38	Suds Application (Major Developments) 1ha +	900.00		900.00	918.00		918.00

Building Regulations		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
	New Dwellings						
1	Plan Charge	Houses/Bungalows < 300sqm (1 Plot)	147.00	29.40	176.40	150.00	180.00
2		Houses/Bungalows < 300sqm (2 Plots)	220.50	44.10	264.60	225.00	270.00
3		Houses/Bungalows < 300sqm (3 Plots)	294.00	58.80	352.80	300.00	360.00
4		Houses/Bungalows < 300sqm (4 Plots)	367.50	73.50	441.00	375.00	450.00
5		Houses/Bungalows < 300sqm (5 Plots)	441.00	88.20	529.20	450.00	540.00
6	Inspection Charge	Houses/Bungalows < 300sqm (1 Plot)	441.00	88.20	529.20	450.00	540.00
7		Houses/Bungalows < 300sqm (2 Plots)	661.50	132.30	793.80	675.00	810.00
8		Houses/Bungalows < 300sqm (3 Plots)	882.00	176.40	1,058.40	900.00	1,080.00
9		Houses/Bungalows < 300sqm (4 Plots)	1,102.50	220.50	1,323.00	1,124.17	1,349.00
10		Houses/Bungalows < 300sqm (5 Plots)	1,323.00	264.60	1,587.60	1,349.17	1,619.00
11	Building Notice	Houses/Bungalows < 300sqm (1 Plot)	612.50	122.50	735.00	625.00	750.00
12		Houses/Bungalows < 300sqm (2 Plots)	931.00	186.20	1,117.20	950.00	1,140.00
13		Houses/Bungalows < 300sqm (3 Plots)	1,200.50	240.10	1,440.60	1,224.17	1,469.00
14		Houses/Bungalows < 300sqm (4 Plots)	1,519.00	303.80	1,822.80	1,549.17	1,859.00
15		Houses/Bungalows < 300sqm (5 Plots)	1,813.00	362.60	2,175.60	1,849.17	2,219.00
16	Regularisation	Houses/Bungalows < 300sqm (1 Plot)	Individually determined			Individually determined	
17		Houses/Bungalows < 300sqm (2 Plots)	Individually determined			Individually determined	
18		Houses/Bungalows < 300sqm (3 Plots)	Individually determined			Individually determined	
19		Houses/Bungalows < 300sqm (4 Plots)	Individually determined			Individually determined	
20		Houses/Bungalows < 300sqm (5 Plots)	Individually determined			Individually determined	
21	Plan Charge	1 Flat < 300sqm	122.50	24.50	147.00	125.00	150.00
22		2 Flats < 300sqm	196.00	39.20	235.20	200.00	240.00
23		3 Flats < 300sqm	245.00	49.00	294.00	250.00	300.00
24		4 Flats < 300sqm	294.00	58.80	352.80	300.00	360.00
25		5 Flats < 300sqm	367.50	73.50	441.00	375.00	450.00
26	Inspection Charge	1 Flat < 300sqm	367.50	73.50	441.00	375.00	450.00
27		2 Flats < 300sqm	588.00	117.60	705.60	600.00	720.00
28		3 Flats < 300sqm	735.00	147.00	882.00	750.00	900.00
29		4 Flats < 300sqm	931.00	186.20	1,117.20	950.00	1,140.00
30		5 Flats < 300sqm	1,102.50	220.50	1,323.00	1,124.17	1,349.00
31	Building Notice	1 Flat < 300sqm	514.50	102.90	617.40	525.00	630.00
32		2 Flats < 300sqm	759.50	151.90	911.40	775.00	930.00
33		3 Flats < 300sqm	1,004.50	200.90	1,205.40	1,025.00	1,230.00
34		4 Flats < 300sqm	1,249.50	249.90	1,499.40	1,274.17	1,529.00
35		5 Flats < 300sqm	1,519.00	303.80	1,822.80	1,549.17	1,859.00
36	Regularisation	1 Flat < 300sqm	Individually determined			Individually determined	
37		2 Flats < 300sqm	Individually determined			Individually determined	
38		3 Flats < 300sqm	Individually determined			Individually determined	
39		4 Flats < 300sqm	Individually determined			Individually determined	
40		5 Flats < 300sqm	Individually determined			Individually determined	

	Building Regulations		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
41	EW1	Notifiable electrical work (where applicable)	220.50	44.10	264.60	225.00	45.00	270.00
		Work to a single dwelling						
42	Plan Charge	1 storey extension not exceeding 40sqm	98.00	19.60	117.60	100.00	20.00	120.00
43		1 storey extension 40 - 100sqm	147.00	29.40	176.40	150.00	30.00	180.00
44		2/3 storey extension not exceeding 40sqm	147.00	29.40	176.40	150.00	30.00	180.00
45		2/3 extension 40 - 100 sqm	147.00	29.40	176.40	150.00	30.00	180.00
46		Garage/store etc not exceeding 100sqm	73.50	14.70	88.20	75.00	15.00	90.00
47		Detached non-habitable domestic building not exc 50sqm	98.00	19.60	117.60	100.00	20.00	120.00
48	Inspection Charge	1 storey extension not exceeding 40sqm	367.50	73.50	441.00	375.00	75.00	450.00
49		1 storey extension 40 - 100sqm	416.50	83.30	499.80	425.00	85.00	510.00
50		2/3 storey extension not exceeding 40sqm	416.50	83.30	499.80	425.00	85.00	510.00
51		2/3 extension 40 - 100 sqm	465.50	93.10	558.60	475.00	95.00	570.00
52		Garage/store etc not exceeding 100sqm	220.50	44.10	264.60	225.00	45.00	270.00
53		Detached non-habitable domestic building not exc 50sqm	294.00	58.80	352.80	300.00	60.00	360.00
54	Building Notice	1 storey extension not exceeding 40sqm	490.00	98.00	588.00	500.00	100.00	600.00
55		1 storey extension 40 - 100sqm	588.00	117.60	705.60	600.00	120.00	720.00
56		2/3 storey extension not exceeding 40sqm	588.00	117.60	705.60	600.00	120.00	720.00
57		2/3 extension 40 - 100 sqm	637.00	127.40	764.40	650.00	130.00	780.00
58		Garage/store etc not exceeding 100sqm	318.50	63.70	382.20	325.00	65.00	390.00
59		Detached non-habitable domestic building not exc 50sqm	416.50	83.30	499.80	425.00	85.00	510.00
60	Regularisation	1 storey extension not exceeding 40sqm	Individually determined			Individually determined		
61		1 storey extension 40 - 100sqm	Individually determined			Individually determined		
62		2/3 storey extension not exceeding 40sqm	Individually determined			Individually determined		
63		2/3 extension 40 - 100 sqm	Individually determined			Individually determined		
64		Garage/store etc not exceeding 100sqm	Individually determined			Individually determined		
65		Detached non-habitable domestic building not exc 50sqm	Individually determined			Individually determined		
66	Plan Charge	Rooms in roof	122.50	24.50	147.00	125.00	25.00	150.00
67		Garage conversions	73.50	14.70	88.20	75.00	15.00	90.00
68	Inspection Charge	Rooms in roof	392.00	78.40	470.40	400.00	80.00	480.00
69		Garage conversions	171.50	34.30	205.80	175.00	35.00	210.00
70	Building Notice	Rooms in roof	539.00	107.80	646.80	550.00	110.00	660.00
71		Garage conversions	269.50	53.90	323.40	275.00	55.00	330.00
72	Regularisation	Rooms in roof	Individually determined			Individually determined		
73		Garage conversions	Individually determined			Individually determined		
74	Plan Charge	Re-roof etc	73.50	14.70	88.20	75.00	15.00	90.00
75		Window replacement	73.50	14.70	88.20	75.00	15.00	90.00
76		work not exceeding £5000	73.50	14.70	88.20	75.00	15.00	90.00
77		Work £5,000 - £25,000	98.00	19.60	117.60	100.00	20.00	120.00
78		Work £25,000 - £100,000	98.00	19.60	117.60	100.00	20.00	120.00

Building Regulations		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
79	Inspection Charge	Re-roof etc	98.00	19.60	117.60	100.00	120.00
80		Window replacement	98.00	19.60	117.60	100.00	120.00
81		Work not exceeding £5000	98.00	19.60	117.60	100.00	120.00
82		Work £5,000 - £25,000	196.00	39.20	235.20	200.00	240.00
83		Work £25,000 - £100,000	392.00	78.40	470.40	400.00	480.00
84	Building Notice	Re-roof etc	171.50	34.30	205.80	175.00	210.00
85		Replacement Windows	171.50	34.30	205.80	175.00	210.00
86		work not exceeding £5000	171.50	34.30	205.80	175.00	210.00
87		Work £5,000 - £25,000	318.50	63.70	382.20	325.00	390.00
88		Work £25,000 - £100,000	514.50	102.90	617.40	525.00	630.00
89	Regularisation	Re-roof etc	Individually determined		Individually determined		
90		Window replacement	Individually determined		Individually determined		
91		work not exceeding £5000	Individually determined		Individually determined		
92		Work £5,000 - £25,000	Individually determined		Individually determined		
93		Work £25,000 - £100,000	Individually determined		Individually determined		
94	EW1	Notifiable Electrical work (in addition to the above, where applicable)	220.50	44.10	264.60	225.00	270.00
		All other Non-Domestic Work					
95	Plan Charge	1 storey extension not exceeding 40sqm	147.00	29.40	176.40	150.00	180.00
96		1 storey extension 40 - 100sqm	171.50	34.30	205.80	175.00	210.00
97		2/3 storey extension not exceeding 40sqm	147.00	29.40	176.40	150.00	180.00
98		2/3 extension 40 - 100 sqm	196.00	39.20	235.20	200.00	240.00
99	Inspection Charge	1 storey extension not exceeding 40sqm	392.00	78.40	470.40	400.00	480.00
100		1 storey extension 40 - 100sqm	465.50	93.10	558.60	475.00	570.00
101		2/3 storey extension not exceeding 40sqm	441.00	88.20	529.20	450.00	540.00
102		2/3 extension 40 - 100 sqm	490.00	98.00	588.00	500.00	600.00
103	Regularisation	1 storey extension not exceeding 40sqm	Individually determined		Individually determined		
104		1 storey extension 40 - 100sqm	Individually determined		Individually determined		
105		2/3 storey extension not exceeding 40sqm	Individually determined		Individually determined		
106		2/3 extension 40 - 100 sqm	Individually determined		Individually determined		
107	Plan Charge	Work not exceeding £5000	122.50	24.50	147.00	125.00	150.00
108		Replacement Windows	122.50	24.50	147.00	125.00	150.00
109		Renewable Energy Systems	122.50	24.50	147.00	125.00	150.00
110		Shopfront	122.50	24.50	147.00	125.00	150.00
111	Inspection Charge	Work not exceeding £5000	122.50	24.50	147.00	125.00	150.00
112		Replacement Windows	122.50	24.50	147.00	125.00	150.00
113		Renewable Energy Systems	122.50	24.50	147.00	125.00	150.00
114		Shopfront	122.50	24.50	147.00	125.00	150.00
115	Regularisation	Work not exceeding £5000	Individually determined		Individually determined		
116		Replacement Windows	Individually determined		Individually determined		
117		Renewable Energy Systems	Individually determined		Individually determined		
118		Shopfront	Individually determined		Individually determined		

	Building Regulations		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
119	Plan Charge	Work £5000 - £25,000	122.50	24.50	147.00	125.00	25.00	150.00
120		Replacement Windows (large)	122.50	24.50	147.00	125.00	25.00	150.00
121		Renovation of thermal elements	122.50	24.50	147.00	125.00	25.00	150.00
122		Storage Platforms	122.50	24.50	147.00	125.00	25.00	150.00
123	Inspection Charge	Work £5000 - £25,000	220.50	44.10	264.60	225.00	45.00	270.00
124		Replacement Windows (large)	220.50	44.10	264.60	225.00	45.00	270.00
125		Renovation of thermal elements	220.50	44.10	264.60	225.00	45.00	270.00
126		Storage Platforms	220.50	44.10	264.60	225.00	45.00	270.00
127	Regularisation	Work £5000 - £25,000	Individually determined			Individually determined		
128		Replacement Windows (large)	Individually determined			Individually determined		
129		Renovation of thermal elements	Individually determined			Individually determined		
130		Storage Platforms	Individually determined			Individually determined		
131	Plan Charge	Work £25,000 - £100,000	147.00	29.40	176.40	150.00	30.00	180.00
132		Fit out work	147.00	29.40	176.40	150.00	30.00	180.00
133	Inspection Charge	Work £25,000 - £100,000	441.00	88.20	529.20	450.00	90.00	540.00
134		Fit out work	441.00	88.20	529.20	450.00	90.00	540.00
135	Regularisation	Work £25,000 - £100,000	Individually determined			Individually determined		
136		Fit out work	Individually determined			Individually determined		

Charges for work not included on this schedule will be individually assessed by contacting the Building Control Section on 01702 215345 or buildingcontrol@southend.gov.uk

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
CEMETERIES & CREMATORIUM							
BURIAL FEES							
Private Grave Space First division, if available (100 years)							
1	Exclusive Rights of Burial including Registration Resident	1,495.00		1,495.00	1,555.00		1,555.00
2	Exclusive Rights of Burial including Registration Non Resident	2,505.00		2,505.00	2,605.00		2,605.00
Interment fee including excavation all depths							
3	A person whose age at time of death exceeds 16 years Resident	750.00		750.00	780.00		780.00
4	A Person whose age at time of death exceeds 16 Non Resident	1,200.00		1,200.00	1,250.00		1,250.00
5	A Child whose age at time of death exceeds 5 years but did not exceed 16 years 16 years						
6	An NVF, Stillborn child or child not exceeding 5 years at time of death						
7	Re-open Brick Grave or vault Internment fee	765.00		765.00	780.00		780.00
Private Grave Space - Traditional 50 years							
8	Exclusive Rights of Burial, Including Registration in traditional Grave Resident	2,035.00		2,035.00	2,120.00		2,120.00
9	Exclusive Rights of Burial including Registration in traditional Grave Non Resident	3,425.00		3,425.00	3,560.00		3,560.00
Interment fee including excavation all depths							
10	A person whose age at time of death exceeds 16 years Resident	750.00		750.00	780.00		780.00
11	A Person whose age at time of death exceeds 16 Non Resident	1,200.00		1,200.00	1,250.00		1,250.00
12	A Child whose age at time of death exceeds 5 years but did not exceed 16 years 16 years						
13	An NVF, Stillborn child or child not exceeding 5 years at time of death						
Private Grave Space- second division and (third division, Leigh Cemetery) including 100, 75 and 50 years grave spaces							
14	Exclusive Right of Burial including Registration Resident	765.00		765.00	780.00		780.00
15	Exclusive Right of Burial including Registration Non Resident	1,275.00		1,275.00	1,325.00		1,325.00
Interment fee including excavation all depths							
16	A person whose age at time of death exceeds 16 years Resident	750.00		750.00	780.00		780.00
17	A person whose age at time of death exceeds 16 Non Resident	1,200.00		1,200.00	1,250.00		1,250.00
18	A Child whose age at time of death exceeds 5 years but did not exceed 16 years			-			-
19	An NVF, Stillborn child or child not exceeding 5 years at time of death			-			-
20	Re-open Brick Grave or vault Internment fee	765.00		765.00	780.00		780.00
Interment Jewish Cemetery Stock Road							
Interment fee including excavation for one interment only							
21	5.0' All graves (Fee calculated at 1.25 x the current interment fee for grave in Sutton Road Cemetery)	960.00		960.00	980.00		980.00
Private Grave Space - Children's (50 years)							
22	Exclusive Right of Burial Including Registration	600.00		600.00	610.00		610.00
Interment fee including excavation all depths 5.0' only							
23	A Child whose age at time of death exceeded 5 years but did not exceed 16 years 16 years						
24	An NVF, Stillborn child or child not exceeding 5 years at time of death						

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Cremated Ashes Grave Space							
25	Exclusive Right of Burial including Registration Resident	515.00		515.00	535.00		535.00
26	Exclusive Right of Burial including Registration Non Resident	870.00		870.00	905.00		905.00
<i>Interment fee including excavation all depths</i>							
27	A person whose age at time of death exceeds 16 years Resident	190.00		190.00	200.00		200.00
28	A person whose age at time of death exceeds 16 years Non Resident	295.00		295.00	310.00		310.00
29	A child whose age at the time of death exceeded 5 years but did not exceed 16 years						
30	An NVF stillborn child or child not exceeding 5 years at time of death						
Public Graves (Rights of Burial not purchased)							
31	A person whose age at time of death exceeds 16 years	560.00		560.00	570.00		570.00
32	A child whose age at the time of death exceeded 5 years but did not exceed 16 years	N/C		N/C	N/C		N/C
33	A stillborn child or child not exceeding 5 years at time of death	N/C		N/C	N/C		N/C
Removal/Replacement of Monuments on Graves to be re-opened							
34	Headstone only, or equivalent on lawn graves	N/C		N/C	N/C		N/C
35	Tablet on cremated remains grave or other memorial which can be lifted by hand	N/C		N/C	N/C		N/C
36	Headstone on traditional grave not exceeding 5.00' in height	105.00		105.00	110.00		110.00
37	Headstone and kerbs or equivalent not exceeding 5.00' in height	175.00		175.00			
Monuments/Memorial Rights							
38	Headstone or similar without kerbing not exceeding 3.0' in overall height	235.00		235.00	200.00	40.00	240.00
39	Headstone or similar exceeding 3.0' in overall height (non lawn sections only) per additional ft or part ft	70.00		70.00	58.33	11.67	70.00
40	Inscribed Book, Scroll, Tablet or vase not exceeding 20" in height when erected as only memorial marking grave	135.00		135.00	116.67	23.33	140.00
41	Cremated Remains Grave: Tablet/Vase	135.00		135.00	116.67	23.33	140.00
42	Additional Inscription (unless added within 6 months of original grant of memorial rights then no charge)	105.00		105.00	91.67	18.33	110.00
43	Concession charge for Public Grave: Headstone or additional inscription	70.00		70.00	58.33	11.67	70.00
Surcharge - except interment of cremated Remains							
44	Surcharge for all burials at 2.15 pm	35.00		35.00	35.00		35.00
45	Surcharge for all burials at 2.45 pm	65.00		65.00	65.00		65.00
46	Surcharge for all burials at 3.15 pm	105.00		105.00	110.00		110.00
Exhumation Charges							
47	Per coffin exhumed, including excavation	AT COST		AT COST	AT COST		AT COST
48	Plus per coffin exhumed and re-interred in same cemetery	AT COST		AT COST	AT COST		AT COST
49	Per container of cremated remains	215.00		215.00	220.00		220.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Miscellaneous Charges (Cemeteries)							
50	Use of Cemetery Church or Chapel for burial or memorial service	95.00		95.00	100.00		100.00
51	Use of organist	60.00		60.00	65.00		65.00
52	Extension of burial rights for 25 years once expired	380.00		380.00	390.00		390.00
53	Registration transfer of Grant of Right of Burial	65.00		65.00	70.00		70.00
54	Certificate of Burial	35.00		35.00	40.00		40.00
55	Certificate of Ownership of Burial Rights	35.00		35.00	40.00		40.00
56	Every Search (other than for identification of Grave)	20.00		20.00	20.00		20.00
Memorials							
57	4' Memorial Seat and Bronze Plaque	855.00		855.00	870.00	174.00	1,044.00
58	5' Memorial Seat and Bronze Plaque	885.00		885.00	905.00	181.00	1,086.00
59	6' Memorial Seat and Bronze Plaque	1,030.00		1,030.00	1,050.00	210.00	1,260.00
60	Plus 25 year lease for all memorial seats	590.00		590.00	720.00		720.00
61	Replacement Bronze Plaques (6"x 2")	180.00		180.00	154.17	30.83	185.00
62	Additional characters	5.00		5.00	4.17	0.83	5.00
63	Memorial Tree and Bronze Plaque (6"x4")	160.00		160.00	141.67	28.33	170.00
64	Memorial Tree lease period for 5 years	250.00		250.00	255.00		255.00
65	Memorial Tree lease period for 10 years	485.00		485.00	495.00		495.00
66	Memorial Tree lease renewal for 5 years	265.00		265.00	270.00		270.00
67	Memorial Shrub and Bronze Plaque (6"x4")	160.00		160.00	166.67	33.33	200.00
68	Memorial Shrub lease period for 5 years	215.00		215.00	220.00		220.00
69	Memorial Shrub lease period for 10 years	415.00		415.00	425.00		425.00
70	Memorial Shrub lease renewal for 5 years	215.00		215.00	220.00		220.00
71	Replacement Bronze Plaques (6"x 2")	160.00		160.00	137.50	27.50	165.00
72	Replacement Bronze Plaques (7"x 5")	225.00		225.00	191.67	38.33	230.00
73	Replacement Bronze Plaque with Photo (8"x4")	310.00		310.00	262.50	52.50	315.00
74	Additional Characters	5.00		5.00	4.17	0.83	5.00
Grave Maintenance charges							
75	upkeep per grave space 1 year	90.00		90.00	95.00		95.00
76	Planting (must be accompanied by upkeep Contract) Spring only	70.00		70.00	75.00		75.00
77	Spring and Autumn	95.00		95.00	100.00		100.00
78	Waterwashing Memorials Traditional Graves One one year	110.00		110.00	115.00		115.00
79	Lawn Headstones and Cremated Remains Tablets	75.00		75.00	80.00		80.00
80	Initial Clean - Cremated remains Grave	75.00		75.00	80.00		80.00
81	Initial Clean - Lawn Graves	130.00		130.00	135.00		135.00
82	Initial Clean - Traditional Graves	215.00		215.00	220.00		220.00
83	Moulding - per grave	50.00		50.00	50.00		50.00
84	Turfing/Seeding - per grave	50.00		50.00	50.00		50.00

**CORPORATE SERVICES -
BEREAVEMENT SERVICES**

FEES AND CHARGES 2016/17

APPENDIX 3

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	<i>Levelling Memorials/Monuments</i>						
85	Cremated Remains	40.00		40.00	40.00		40.00
86	Lawn Headstones	110.00		110.00	115.00		115.00
87	Lawn Headstone on a traditional grave	110.00		110.00	115.00		115.00
88	Monument over 5.0' in height, or a vault	AT COST		AT COST	AT COST		AT COST
	CREMATORIUM						
	CREMATION FEES						
89	Cremation Fee incl of environmental charge	710.00		710.00	740.00		740.00
90	Committal Gold A person whose age at the time of death exceeds 16 years Cremation only. Family attending (No service, organist or music, incl of enviromental charge)	580.00		580.00	605.00		605.00
91	Committal Silver A person whose age at the time of death exceeds 16 years cremation only No Family attending (No Service, organist or Music, incl environmental charge)	350.00		350.00	365.00		365.00
92	A child whose age at the time of death exceeded 5 years but did not exceed 16 years	N/C		N/C	N/C		N/C
93	NVF, Stillborn child or child not exceeding 5 years at the time of death	N/C		N/C	N/C		N/C
94	Body Parts	170.00		170.00	175.00		175.00
	Miscellaneous Charges						
95	Use of Chapel for Memorial Service	175.00		175.00	180.00		180.00
96	Metal Urn - Adult	50.00		50.00	50.00		50.00
97	Metal Urn or Poly Urn - Child						
98	Additional Poly Urn	30.00		30.00	30.00		30.00
99	Biodegradable urn (For use in Crematorium Garden of Remembrance	70.00		70.00	70.00		70.00
100	Web Cast (Cremation Service)	83.33	16.67	100.00	87.50	17.50	105.00
101	DVD Recording (Web broadcast)	62.50	12.50	75.00	66.67	13.33	80.00
102	CD Recording (Cremation Service)	50.00	10.00	60.00	54.17	10.83	65.00
103	Storage cremated remains beyond 1 month- per month or part month	25.00	5.00	30.00	29.17	5.83	35.00
104	For 6 months	75.00	15.00	90.00	79.17	15.83	95.00
105	For 12 Months	129.17	25.83	155.00	133.33	26.67	160.00
106	Interment of cremated remains in Garden of Remeberance where cremation took place at another crematorium	105.00		105.00	110.00		110.00
	Interment of cremated remains in Garden of Remeberance where cremation took place at Southend Crematorium if returned after 1 year	105.00		105.00	110.00		110.00
107	Saturday interment of cremated remains (Maximum of 4 interments PM only) in Garden of Remeberance	65.00		65.00	70.00		70.00
108	Additional or replacement Certified copy of cremation certificate	20.00		20.00	20.00		20.00
109	Use of Organ				10.00		10.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Commemorative Fees (incl VAT)						
	Book of Remembrance						
110	2 line inscription				91.67	18.33	110.00
111	5 line inscription				137.50	27.50	165.00
112	5 line inscription with Floral Motif				245.83	49.17	295.00
113	5 line inscription with Service Badge / Crest				254.17	50.83	305.00
114	8 line inscription				183.33	36.67	220.00
115	8 line inscription with Floral Motif				300.00	60.00	360.00
116	8 line inscription with Service Badge / Crest				308.33	61.67	370.00
117	8 line inscription with Coat of Arms				329.17	65.83	395.00
	Remembrance Card						
118	2 line inscription	62.50	12.50	75.00	66.67	13.33	80.00
119	5 line inscription	79.17	15.83	95.00	83.33	16.67	100.00
120	5 line inscription with Floral Motif				191.67	38.33	230.00
121	5 line inscription with Service Badge / Crest				200.00	40.00	240.00
122	8 line inscription	100.00	20.00	120.00	104.17	20.83	125.00
123	8 line inscription with Floral Motif				220.83	44.17	265.00
124	8 line inscription with Service Badge / Crest				229.17	45.83	275.00
125	8 line inscription with Coat of Arms				250.00	50.00	300.00
	Miniature Book of Remembrance						
126	2 line inscription	87.50	17.50	105.00	91.67	18.33	110.00
127	5 line inscription	108.33	21.67	130.00	112.50	22.50	135.00
128	5 line inscription with Floral Motif				220.83	44.17	265.00
129	5 line inscription with Service Badge / Crest				229.17	45.83	275.00
130	8 line inscription	125.00	25.00	150.00	129.17	25.83	155.00
131	8 line inscription with Floral Motif				245.83	49.17	295.00
132	8 line inscription with Service Badge / Crest				254.17	50.83	305.00
133	8 line inscription with Coat of Arms				275.00	55.00	330.00
134	Additional lines: per line	16.67	3.33	20.00	20.83	4.17	25.00
	Leaves of life						
135	Engraved Leaf Small for 12 months	41.67	8.33	50.00	41.67	8.33	50.00
136	Engraved Leaf Large for 12 months	62.50	12.50	75.00	62.50	12.50	75.00
136	Renewal of display for 1 year period Small	45.00		45.00	41.67	8.33	50.00
137	Renewal of display for 1 year period Large	70.00		70.00	58.33	11.67	70.00
	Memorial panels- 2 or 3 line panel displayed						
138	Memorial panel	62.50	12.50	75.00	66.67	13.33	80.00
139	5 year display lease	185.00		185.00	190.00		190.00
140	10 year display lease	350.00		350.00	360.00		360.00
141	Renewal of display for 5 year period	185.00		185.00	190.00		190.00
142	Re Gild Letter	4.17	0.83	5.00	4.17	0.83	5.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Memorial Pergola Tablets							
143	Pergola Tablet	195.83	39.17	235.00	200.00	40.00	240.00
144	5 year display lease	185.00		185.00	190.00		190.00
145	10 years display lease	350.00		350.00	360.00		360.00
Pavillion Plaques (Children)							
147	Bronze plaque flag style	87.50	17.50	105.00	91.67	18.33	110.00
148	plus 10 year lease	90.00		90.00	95.00		95.00
149	5 year renewal	80.00		80.00	85.00		85.00
Memorial Trees and Shrubs							
150	Memorial Tree and Bronze Plaque (6"x4")	133.33	26.67	160.00	141.67	28.33	170.00
151	Memorial Tree lease period for 5 years	250.00		250.00	255.00		255.00
152	Memorial Tree lease period for 10 years	485.00		485.00	495.00		495.00
153	Memorial Tree lease renewal for 5 years	265.00		265.00	270.00		270.00
154	Memorial Shrub and Bronze Plaque (6"x4")	133.33	26.67	160.00	141.67	28.33	170.00
155	Memorial Shrub lease period for 5 years	215.00		215.00	220.00		220.00
156	Memorial Shrub lease period for 10 years	415.00		415.00	425.00		425.00
157	Memorial Shrub lease renewal for 5 years	215.00		215.00	220.00		220.00
158	Replacement Bronze Plaques (6"x 2")	133.33	26.67	160.00	137.50	27.50	165.00
159	Replacement Bronze Plaques (7"x 5")	187.50	37.50	225.00	191.67	38.33	230.00
160	Replacement Bronze Plaque with Photo (8"x4")	258.33	51.67	310.00	262.50	52.50	315.00
161	Additional Characters	4.17	0.83	5.00	4.17	0.83	5.00
162	Standard Rose replacement Bronze Plaque (4"x 6")	150.00	30.00	180.00	154.17	30.83	185.00
163	Additional Characters	4.17	0.83	5.00	4.17	0.83	5.00
164	4' Memorial Seat and Bronze Plaque	712.50	142.50	855.00	870.00	174.00	1,044.00
165	5' Memorial Seat and Bronze Plaque	737.50	147.50	885.00	905.00	181.00	1,086.00
166	6' Memorial Seat and Bronze Plaque	858.33	171.67	1,030.00	1,050.00	210.00	1,260.00
167	Plus 25 year lease for all memorial seats	590.00		590.00	720.00		720.00
168	Replacement Bronze Plaques (6"x 2")	150.00	30.00	180.00	154.17	30.83	185.00
169	Additional characters	4.17	0.83	5.00	4.17	0.83	5.00
Memorial Rockeries							
170	Lease 15 years	1,245.00		1,245.00	1,270.00		1,270.00
171	Bronze Plaque (6" x 4")	133.33	26.67	160.00	137.50	27.50	165.00
172	Bronze Plaque (7"x5")	187.50	37.50	225.00	191.67	38.33	230.00

Description of Service		Proposed Net Charge 2015/16	VAT (20.00%)	Proposed Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20.00%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
REGISTRATION SERVICE		No increase by GRO			No increase by GRO		
From the General Register Office, Office of National Statistics, Statutory Fees SET BY THE GRO							
Cost of Certificates							
From Registrar who registered Birth, Death or Marriage:							
1	Standard Certificate (at time of registration)	4.00		4.00	4.00		4.00
2	Short Birth Certificate (at time of registration) (One short certificate issued free of charge at time of registering birth)	4.00		4.00	4.00		4.00
3		7.00		7.00	7.00		7.00
From the Superintendent Registrar:							
4	Standard Certificate	10.00		10.00	10.00		10.00
5	Short Birth Certificate	10.00		10.00	10.00		10.00
6	Same Day Priority Service (order by 2pm)	27.50		27.50	27.50		27.50
7	Next Day Service (order by 2pm)	18.00		18.00	18.00		18.00
General Register Office:							
8	Full certificate with GRO index reference supplied	9.25		9.25	9.25		9.25
9	Full certificate without GRO index reference supplied	9.25		9.25	9.25		9.25
10	Additional full certificate issued at same time	9.25		9.25	9.25		9.25
Priority Service 24 hour service excluding weekends and Bank Holidays							
11	Full certificate with GRO index reference supplied	23.40		23.40	23.40		23.40
12	Full certificate without GRO index reference supplied	23.40		23.40	23.40		23.40
13	Additional full certificate issued at same time	23.40		23.40	23.40		23.40
MARRIAGE & Civil Partnership Ceremonies							
Southend Register Office Approved Premises in Borough of Southend & Essex							
14	Notice Fee per person *	35.00		35.00	35.00		35.00
15	Copy Marriage Certificate at time of registration	4.00		4.00	4.00		4.00
16	Copy Marriage Certificate before register closes	7.00		7.00	7.00		7.00
17	Registrar – attending outside office to be given notice of marriage of a house-bound	46.00		46.00	46.00		46.00
18	Registrar – attending outside office to be given notice of marriage of a detained person	67.00		67.00	67.00		67.00
19	Superintendent Registrar - attending outside office to be given notice of marriage of a house-bound	46.00		46.00	46.00		46.00
20	Superintendent Registrar - attending outside office to be given notice of marriage of a detained person	67.00		67.00	67.00		67.00
21	Superintendent Registrar - Entering a notice of marriage in a Marriage Notice Book	35.00		35.00	35.00		35.00
22	Superintendent Registrar – Attending a marriage at the residence of a house-bound	82.00		82.00	82.00		82.00
23	Superintendent Registrar – Attending a marriage at the residence of a detained person	93.00		93.00	93.00		93.00
24	Entering a notice of marriage by Registrar General's Licence in a Marriage Notice Book (not paid to Council)	3.00		3.00	3.00		3.00
25	Attending a marriage by Registrar General's licence (not paid to Council)	15.00		15.00	15.00		15.00
26	Registrar – attending a marriage at the Register Office MONDAY - WEDNESDAY ONLY	45.00		45.00	45.00		45.00
27	Registrar - Attending a marriage at a registered building	84.00		84.00	84.00		84.00

Description of Service		Proposed Net Charge 2015/16	VAT (20.00%)	Proposed Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20.00%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
28	Registrar - Attending a marriage at the residence of a house-bound	79.00		79.00	79.00		79.00
29	Registrar - Attending a marriage at the residence of a detained person	86.00		86.00	86.00		86.00
CIVIL PARTNERSHIPS							
Certificates - Certified copy issued by registration authority							
30	At time of registration	4.00		4.00	4.00		4.00
31	After time of registration	10.00		10.00	10.00		10.00
For a certified extract issued by a registration authority							
32	At the time of registration	4.00		4.00	4.00		4.00
33	After the time of registration	10.00		10.00	10.00		10.00
34	Notices – Attestation by an authorised person of the necessary declaration	35.00		35.00	35.00		35.00
35	Signing by the civil partnership registrar of the civil partnership schedule MONDAY -WEDNESDAY ONLY	45.00		45.00	45.00		45.00
36	Attendance of an authorised person at a place other than one provided by the registration authority, for attesting the necessary declaration for house-bound	46.00		46.00	46.00		46.00
37	Attendance of an authorised person at a place other than one provided by the registration authority, for attesting the necessary declaration for a detained person	67.00		67.00	67.00		67.00
38	On giving notice to a registration authority under the Civil Partnership (Registration Abroad and Certificates) Order 2005, article 17(2) (certified impediment)	35.00		35.00	35.00		35.00
39	Registration – Attendance of the civil partnership registrar for the purpose of signing the civil partnership schedule for house-bound	79.00		79.00	79.00		79.00
40	Registration – Attendance of the civil partnership registrar for the purpose of signing the civil partnership schedule for detained person	86.00		86.00	86.00		86.00
41	Registrar – certification of a place of meeting for religious worship	28.00		28.00	28.00		28.00
42	Registration of a building for the solemnisation of marriages	120.00		120.00	120.00		120.00
CITIZENSHIP CEREMONIES							
Application							
43	Standard Group Ceremony	80.00		80.00	80.00		80.00
44	Individual Ceremony	135.00		135.00	135.00		135.00
Note: Fees specified by the Registration of Births, Deaths & Marriages (Fees) Order 1999 (SI 1999/3311) except for * the Registration of Births, Deaths & Marriages (Fees) (Amendment) Order 2000 (SI 2000/3165)							
MARRIAGE & Civil Partnership Ceremonies							
NON STATUTORY FEES, SET BY LOCAL AUTHORITY							
Civic Centre Approved Premises Registrars Fees							
(Jubilee Room)							
45	Weekdays - Monday - Thursday	200.00		200.00	205.00		205.00
46	Weekdays - Fridays	230.00		230.00	235.00		235.00
47	Saturday	260.00		260.00	265.00		265.00
48	Sunday & Bank Holiday	330.00		350.00	360.00		360.00

Description of Service		Proposed Net Charge 2015/16	VAT (20.00%)	Proposed Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20.00%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Approved Premises							
49	Weekdays	350.00		380.00	390.00		390.00
50	Saturday	400.00		410.00	420.00		420.00
51	Sunday & Bank Holidays	450.00		470.00	480.00		480.00
Extended Hours Weddings (External Approved Premises Only)							
52	6pm - 9pm Weekdays	405.00		420.00	430.00		430.00
53	6pm - 9pm Saturdays	560.00		600.00	615.00		615.00
54	6pm - 9pm Sundays and Bank Holidays	615.00		650.00	665.00		665.00
Victoria Room							
54	Weekdays Monday-Thursday)	120.00		130.00	135.00		135.00
55	Weekday Friday	180.00		200.00	205.00		205.00
56	Saturday	245.00		245.00	250.00		250.00
57	Sunday & Bank Holiday	400.00		400.00	410.00		410.00
NAMING CEREMONIES/RE-AFFIRMATION OF VOWS/COMMITMENT all inclusive & inclusive of VAT							
Approved & Private Premises in Borough of Southend							
58	Celebrant Fee – weekday - including ceremony pack @ £50 + VAT Pack only vatable element	220.00	10.00	230.00	225.00	10.00	235.00
59	Saturday pack element only vatable	250.00	10.00	260.00	255.00	10.00	265.00
60	Sunday & Bank Holidays pack element only vatable	290.00	10.00	300.00	295.00	10.00	305.00
61	Civic Centre Approved Premises (Jubilee Room) including room hire & ceremony pack @ £50 + VAT Pack only vatable element						
62	Monday-Thursday	370.00	10.00	380.00	380.00	10.00	390.00
63	Fridays	440.00	10.00	450.00	450.00	10.00	460.00
64	Saturdays	490.00	10.00	500.00	500.00	10.00	510.00
65	Sunday & Bank Holidays	640.00	10.00	650.00	655.00	10.00	665.00
	Civic Centre Approved Premises (DecommissionedRoom) including room hire & ceremony pack @ £50 + VAT Pack only vatable						
66	Monday - Thursday	290.00	10.00	300.00	295.00	10.00	305.00
67	Fridays	390.00	10.00	400.00	400.00	10.00	410.00
68	Saturdays	440.00	10.00	450.00	450.00	10.00	460.00
69	Sundays & Bank Holidays	590.00	10.00	600.00	600.00	10.00	610.00
Individual Citizenship Ceremonies							
70	Staff Attendance – Approved Premises (weekday)	380.00		380.00	390.00		390.00
71	Jubilee Room (Monday - Thursday) - includes room hire	420.00		420.00	430.00		430.00
72	Decommissioned Room (Monday - Thursday) - includes room hire	250.00		250.00	255.00		255.00
73	Register Office (Monday - Wednesday only)	135.00		135.00	140.00		140.00
NATIONALITY CHECKING SERVICE * fees inclusive of VAT							
74	Adult who submits a single application pays one fee	58.33	11.67	70.00	58.33	11.67	70.00
76	Children under the age of 18	25.00	5.00	30.00	25.00	5.00	30.00

Description of Service		Proposed Net Charge 2015/16	VAT (20.00%)	Proposed Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20.00%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
CIVIL FUNERALS * fees inclusive of VAT							
77	Funeral Package includes order of service 30 pack without image	133.33	26.67	160.00	150.00	30.00	180.00
78	Pre Booking, before death	91.67	18.33	110.00	95.83	19.17	115.00
79	Memorial Service	95.83	19.17	115.00	100.00	20.00	120.00
80	Interment of Ashes	58.33	11.67	70.00	58.33	11.67	70.00
ONLINE CERTIFICATE APPLICATIONS							
81	Copy Certificates posted out (before register closes)*	8.50		8.50	8.50		8.50
82	Copy Certificates posted out - Recorded Delivery (before register closes)*	9.25		9.25	9.25		9.25
83	Copy Certificates Collected (before register closes) *	7.00		7.00	7.00		7.00
84	Copy Certificate Collected (after register closed)*	10.00		10.00	10.00		10.00
85	Copy Certificate Posted Out (after register closed)*	11.50		11.50	12.00		12.00
86	Copy Certificate Posted Out recorded delivery (after register closed)*	12.25		12.25	13.00		13.00
87	Same Day Copy Certificate	27.50		27.50	30.00		30.00
88	Next Day Certificate	18.00		18.00	20.00		20.00
89	* dependant upon GRO fee rates						
PREMISES LICENSE FEES							
90	Approved Premises Inspection Fee	1,600.00		1,600.00	1,700.00		1,700.00
91	Additional Room during License Period	500.00		500.00	510.00		510.00
92	Approved Premises Application – decision Review	550.00		550.00	560.00		560.00
93	Private Premise Health & Safety Inspection	55.00		55.00	60.00		60.00
ROOM HIRE							
94	Victoria Room (weekday)	100.00		100.00	100.00		100.00
95	Decommissioned Room (Saturday)	160.00		160.00	165.00		165.00
96	Decommissioned Room (Sunday/Bank Holiday)	245.00		245.00	250.00		250.00
Jubilee Room							
97	Jubilee Room (weekday)	180.00		180.00	185.00		185.00
98	Jubilee Room (Saturday)	250.00		250.00	255.00		255.00
99	Jubilee Room (Sunday/Bank Holiday)	320.00		320.00	330.00		330.00
100	The Courtyard			Price on Application			Price on Application
Memorial Cards, Birth Announcements, Ceremony Invitations additional pages may incur increase in cost, will depend on quantity							
Including envelopes with image and personalised							
101	15 card pack	23.33	4.67	28.00	25.00	5.00	30.00
102	Up to 30 cards	40.00	8.00	48.00	41.67	8.33	50.00
103	Up to 50 cards	50.00	10.00	60.00	50.00	10.00	60.00
104	Without image						
105	15 card pack	20.83	4.17	25.00	20.83	4.17	25.00
106	Up to 30 cards	35.00	7.00	42.00	37.50	7.50	45.00
107	Up to 50 cards	45.00	9.00	54.00	45.83	9.17	55.00

Description of Service		Proposed Net Charge 2015/16	VAT (20.00%)	Proposed Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20.00%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Save The Date/Reply Cards A6 Postcards							
With personalised image							
108	15 card pack	8.33	1.67	10.00	8.33	1.67	10.00
109	Up to 30 cards	15.83	3.17	19.00	16.67	3.33	20.00
110	Up to 50 cards	20.83	4.17	25.00	20.83	4.17	25.00
Without image							
111	15 card pack	5.83	1.17	7.00	8.33	1.67	10.00
112	Up to 30 cards	11.67	2.33	14.00	12.50	2.50	15.00
113	Up to 50 cards	16.67	3.33	20.00	16.67	3.33	20.00
Order of Service – up to 50 copies							
With personalised image							
114	15 card pack	20.83	4.17	25.00	21.67	4.33	26.00
115	50 card pack	50.00	10.00	60.00	50.00	10.00	60.00
Without personalised image							
116	15 card pack	16.67	3.33	20.00	16.67	3.33	20.00
117	50 card pack	45.00	9.00	54.00	45.83	9.17	55.00
118	Commemorative Birth, Marriage and Civil Partnership Certificates – each	7.08	1.42	8.50	8.33	1.67	10.00
ADVERTISING + VAT							
119	Option 3	400.00	80.00	480.00	408.33	81.67	490.00
120	Option 4	450.00	90.00	540.00	458.33	91.67	550.00
121	Option 5 Fulfilment Service	320.00	64.00	384.00	329.17	65.83	395.00
122	Option 6 Registration Folder - ½ page advert full colour	420.00	84.00	504.00	429.17	85.83	515.00
123	Option 7 Promotional Events - Fulfilment Service	50.00	10.00	60.00	50.00	10.00	60.00
124	Brochure Advertising						
SUNDRY SALES							
<i>These prices will vary dependent upon types purchased</i>							
125	Confetti	1.50		1.50	2.00		2.00
126	Various Nationality Gifts						
ALL APPOINTMENTS - BOOKINGS/AMENDMENTS/CANCELLATION FEES							
127	In the event that the customer makes changes to a booking the following fees will apply						
128	For a ceremony (does not apply to Marriages & Civil Partnerships in the Register Office) a £50 payment is required which is part of the overall fee. If it is subsequently cancelled with :-	50.00		50.00	55.00		55.00
129	six months or more notice - full refund (less a £20 administration fee)	50.00		50.00	55.00		55.00
130	three to six months notice - 50% refund (less a £20 administration fee)	50.00		50.00	55.00		55.00
131	less than three months notice - or failure to cancel - no refund	50.00		50.00	55.00		55.00
132	should the whole fee for the Registration Staff attendance have been paid then the above applies to the whole fee not just the booking fee element.	50.00		50.00	55.00		55.00
133	Amendment of date of ceremony - £20 administration fee	20.00		20.00	25.00		25.00
NATIONALITY CHECKING SERVICE - booking fee							
134	Whole fee is paid in advance (between £65 - £115) if appointment is cancelled within 24 hours (working days) whole fee is non refundable.						
135	For cancellation over 7 days in advance of appointment whole fee is refunded.						

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/176	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
Fleet Hire Charges - VAT Chargeable in addition on external hire							
1	Small Van Full Day	30.00		30.00	35.00		35.00
2	Small Van Half Day	15.00		15.00	20.00		20.00
3	Small Van Cost Per Mile	0.30		0.30	0.40		0.40
4	Large Van Full Day	35.00		35.00	40.00		40.00
5	Large Van Half Day	20.00		20.00	25.00		25.00
6	Large Van Cost Per Mile	0.35		0.35	0.50		0.50
7	Open Back Tipper Full Day/Crew Cab	50.00		50.00	55.00		55.00
8	Open Back Tipper Half Day/ Crew Cab	25.00		25.00	30.00		30.00
9	Minibus (up to 16 seater) Full Day	60.00		60.00	65.00		65.00
10	Minibus (up to 16 seater) Half Day	30.00		30.00	35.00		35.00
11	Minibus Cost Per Mile	0.30		0.30	0.60		0.60
12	Driving Assessment for small vehicle	50.00		50.00	POA		POA
13	Training & test for minibus - internal staff and LA Schools only	90.00		90.00	POA		POA
14	Above with Passenger Transport vehicle	100.00		100.00	POA		POA
15							
16	LA Schools (only) Fleet Management service per year	1,000.00		1,000.00	1,100.00		1,100.00
17	LA Schools not buying fleet management - Advice/works per hour	30.00		30.00	35.00		35.00
Fuel Charges							
Variable Cost Plus 5 % Currently 1.07 pence per litre							
18	Charge Per Litre	To charge 5% on top of the cost price of the diesel. Diesel cost price will vary dependent upon diesel prices throughout the year.					
Parental Contribution (Post 16 Transport)							
19	Parental Contribution	£470.00 or total cost whichever is greater			£500.00 or total cost whichever is greater		
Dial-A-Ride Charges							
20	Single 0 - 1 miles	3.10		3.10	3.20		3.20
21	Single 1 - 4 miles	3.60		3.60	3.70		3.70
22	Single 4 - 6 miles	4.60		4.60	4.70		4.70
23	Single 6 miles plus	5.60		5.60	5.70		5.70
24	Single Additional Escort To Travel	3.10		3.10	3.20		3.20
25	Return 0 - 1 miles	5.60		5.60	6.40		6.40
26	Return 1 - 4 miles	7.20		7.20	7.40		7.40
27	Return 4 - 6 miles	9.20		9.20	9.40		9.40
28	Return 6 miles plus	11.20		11.20	11.40		11.40
29	Return Additional Escort To Travel	5.10		5.10	5.20		5.20
30	Registration/Membership Fee	10.00		10.00	12.00		12.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/176	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
	Room Bookings commence at 08:00						
34	Medium – 18 seater (Room 2) Registered Charity Half Day	32.00		32.00	37.00		37.00
35	Medium – 18 seater (Rooms 2) Registered Charity Full Day	65.00		65.00	70.00		70.00
36	Medium – 18 seater (Rooms 2) Not for profit organisations Half Day	42.50		42.50	50.00		50.00
37	Medium – 18 seater (Rooms 2) Not for profit organisations Full Day	85.00		85.00	90.00		90.00
38	Medium – 18 seater (Rooms 2) Commercial Organisations Half Day	130.00		130.00	150.00		150.00
39	Medium – 18 seater (Rooms 2) Commercial Organisations Full Day	250.00		250.00	280.00		280.00
40	Medium – 18 seater (Rooms 2) Partner Organisations Half Day	21.50		21.50	25.00		25.00
41	Medium – 18 seater (Rooms 2) Partner Organisations Full Day	42.50		42.50	45.00		45.00
42	Medium Large – 28 seater (Room 7) Registered Charity Half Day	42.50		42.50	45.00		45.00
43	Medium Large – 28 seater (Room 7) Registered Charity Full Day	85.00		85.00	90.00		90.00
44	Medium Large – 28 seater (Room 7) Not for profit organisations Half Day	70.00		70.00	80.00		80.00
45	Medium Large – 28 seater (Room 7) Not for profit organisations Full Day	137.50		137.50	150.00		150.00
46	Medium Large – 28 seater (Room 7) Commercial Organisations Half Day	195.50		195.50	225.00		225.00
47	Medium Large – 28 seater (Room 7) Commercial Organisations Full Day	380.00		380.00	420.00		420.00
48	Medium Large – 28 seater (Room 7) Partner Organisations Half Day	37.50		37.50	45.00		45.00
49	Medium Large – 28 seater (Room 7) Partner Organisations Full Day	72.50		72.50	80.00		80.00
50	Large – 44 seater (Room 3, 4 & 5) Registered Charity Half Day	52.50		52.50	60.00		60.00
51	Large – 44 seater (Room 3, 4 & 5) Registered Charity Full Day	105.00		105.00	110.00		110.00
52	Large – 44 seater (Room 3, 4 & 5) Not for profit organisations Half Day	80.00		80.00	95.00		95.00
53	Large – 44 seater (Room 3, 4 & 5) Not for profit organisations Full Day	165.00		165.00	180.00		180.00
54	Large – 44 seater (Room 3, 4 & 5) Commercial Organisations Half Day	200.00		200.00	230.00		230.00
55	Large – 44 seater (Room 3, 4 & 5) Commercial Organisations Full Day	390.00		390.00	440.00		440.00
56	Large – 44 seater (Room 3, 4 & 5) Partner Organisations Half Day	42.50		42.50	50.00		50.00
57	Large – 44 seater (Room 3, 4 & 5) Partner Organisations Full Day	85.00		85.00	90.00		90.00
58	Extra Large – 65 seater (Room 1) Registered Charity Half Day	80.00		80.00	90.00		90.00
59	Extra Large – 65 seater (Room 1) Registered Charity Full Day	165.00		165.00	170.00		170.00
60	Extra Large – 65 seater (Room 1) Not for profit organisations Half Day	115.00		115.00	135.00		135.00
61	Extra Large – 65 seater (Room 1) Not for profit organisations Full Day	230.00		230.00	260.00		260.00
62	Extra Large – 65 seater (Room 1) Commercial Organisations Half Day	210.00		210.00	245.00		245.00
63	Extra Large – 65 seater (Room 1) Commercial Organisations Full Day	420.00		420.00	450.00		450.00
64	Extra Large – 65 seater (Room 1) Partner Organisations Half Day	57.50		57.50	70.00		70.00
65	Extra Large – 65 seater (Room 1) Partner Organisations Full Day	115.00		115.00	130.00		130.00
74	Extra Large – 60 seater (Room 6) Registered Charity Half Day	105.00		105.00	120.00		120.00
75	Extra Large – 60 seater (Room 6) Registered Charity Full Day	205.00		205.00	230.00		230.00
76	Extra Large – 60 seater (Room 6) Not for profit organisations Half Day	165.00		165.00	190.00		190.00
77	Extra Large – 60 seater (Room 6) Not for profit organisations Full Day	310.00		310.00	360.00		360.00
78	Extra Large – 60 seater (Room 6) Commercial Organisations Half Day	260.00		260.00	300.00		300.00
79	Extra Large – 60 seater (Room 6) Commercial Organisations Full Day	515.00		515.00	580.00		580.00
80	Extra Large – 60 seater (Room 6) Partner Organisations Half Day	85.00		85.00	100.00		100.00
81	Extra Large – 60 seater (Room 6) Partner Organisations Full Day	170.00		170.00	190.00		190.00

	Description of Service	Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/176	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
82	Small - 14 seater (Room 7) Registered Charity Half Day				30.00		30.00
83	Small - 14 seater (Room 7) Registered Charity Full Day				60.00		60.00
84	Small - 14 seater (Room 7) Not for profit Organisations Half Day				40.00		40.00
85	Small - 14 seater (Room 7) Not for profit Organisations Full Day				70.00		70.00
86	Small - 14 seater (Room 7) Commercial Organisations Half Day				90.00		90.00
87	Small - 14 seater (Room 7) Commercial Organisations Full Day				170.00		170.00
88	Small - 14 seater (Room 7) Partner Organisations Half Day				40.00		40.00
89	Small - 14 seater (Room 7) Partner Organisations Full Day				30.00		30.00
90	Council Chamber – 250 seater Registered Charity Half Day	170.00		170.00	190.00		190.00
91	Council Chamber – 250 seater Registered Charity Full Day	300.00		300.00	340.00		340.00
92	Council Chamber – 250 seater Not for profit organisations Half Day	270.00		270.00	310.00		310.00
93	Council Chamber – 250 seater Not for profit organisations Full Day	450.00		450.00	480.00		480.00
94	Council Chamber – 250 seater Commercial Organisations Half Day	450.00		450.00	520.00		520.00
95	Council Chamber – 250 seater Commercial Organisations Full Day	750.00		750.00	820.00		820.00
96	Council Chamber – 250 seater Partner Organisations Half Day	137.50		137.50	160.00		160.00
97	Council Chamber – 250 seater Partner Organisations Full Day	230.00		230.00	260.00		260.00
98	Council Chamber – Use of Webcasting Facilities				POA		POA
99	Hire of Microphones and System				POA		POA
100	Hire of equipment: TV's				20.00		20.00
101	Flip chart pens and paper				8.33	1.67	10.00
102	Multimedia/LCD Projector				20.00		20.00
103	Foyer Ground and First Floor – Half Day	27.50		27.50	30.00		30.00
104	Foyer Ground and First Floor – Full Day	52.50		52.50	60.00		60.00
105	Stand (10% of takings where selling or £35 fee where promoting)				POA		POA
106	Charter Restaurant - Price on application dependant upon package. Minimum charge £350 per hire						
107	Courtyard Café - Price on application dependant upon package. Minimum charge £200 per hire				POA		POA
	PORTERS						
108	Porters Tours - per person	5.00		5.00	6.00		6.00
109	Porters Registered Charity Half Day (inc set up and break down time)	60.00		60.00	70.00		70.00
110	Porters Registered Charity Full Day (inc set up and break down time)	110.00		110.00	120.00		120.00
111	Porters Not for profit organisations Half Day (inc set up and break down time)	85.00		85.00	90.00		90.00
112	Porters Not for profit organisations Full Day (inc set up and break down time)	160.00		160.00	170.00		170.00
113	Porters Monday - Wednesday Commercial Organisations (inc ceremonies) Half Day (inc set up and break down time)	650.00		650.00	700.00		700.00
114	Porters Monday - Wednesday Commercial Organisations (inc ceremonies) Full Day (inc set up and break down time)	1,120.00		1,120.00	1,200.00		1,200.00
115	Porters Extended Ceremony Hours Monday - Wednesday New Offer	710.00		710.00	720.00		720.00
116	Porters Thursdays, Fridays, Saturdays, Sundays Commercial Organisations (inc ceremonies) Half Days (inc set up and break down time)	750.00		750.00	800.00		800.00
117	Porters Thursdays, Fridays, Saturdays, Sundays Commercial Organisations (inc ceremonies and reception) Full Day (inc set up and break down time)	1,325.00		1,325.00	1,500.00		1,500.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/176	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
118	Porters Extended Ceremony Hours Thursday, Friday, Saturdays, Sundays New Offer	820.00		820.00	850.00		850.00
119	Porters Partner Organisations Half Day (inc set up and break down time)	415.00		415.00	420.00		420.00
120	Porters Partner Organisations Full Day (inc set up and break down time)	825.00		825.00	830.00		830.00
121	Porters Staff (inc private parties) Half Day (inc set up and break down time)	325.00		325.00	330.00		330.00
122	Porters Staff (inc private parties, ceremonies & receptions) Full Day (inc set up and break down time)	650.00		650.00	700.00		700.00
123	Porters Staff extended ceremony hours New Offer	355.00		355.00	360.00		360.00
110	Floral Arrangements						
Set By Parks							
111	Waitress service for canapés	66.67	13.33	80.00	70.83	14.17	85.00
	Corkage - per bottle inc waitress service						
112	Wine, Champagne, Cava, Pre-mixed Bucks Fizz (Porters)	4.17	0.83	5.00	4.17	0.83	5.00
113	Bottled Beer (Porters)	1.25	0.25	1.50	1.25	0.25	1.50
114	Soft Drinks - Lemonade, Cola, Fruit Juice etc (Porters)	1.25	0.25	1.50	1.25	0.25	1.50
115	Pimms (inc lemonade) (Porters)	6.00	1.20	7.20	6.00	1.20	7.20
116	Tea & Coffee - per cup (Porters)	0.83	0.17	1.00	0.83	0.17	1.00

Description of Service		Net Charge 2015/16	VAT (20%)	Gross 2015/16 Charge	Proposed Net Charge 2016/17	VAT (20%)	Proposed Gross 2016/17 Charge
		£	£	£	£	£	£
1	Standard Search (forms LLC1 and Con29'R')(VAT on Con29'R' only)	105.00		105.00	105.00	14.00	119.00
2	Official Search (form LLC1 only)	35.00		35.00	35.00		35.00
3	Local Enquiries (form Con29'R' only)	70.00		70.00	70.00	14.00	84.00
4	Additional Parcels of Land (Standard Search) per parcel	15.00		15.00	15.00		15.00
5	Local Enquiries (form CON29'O') per question	15.00		15.00	15.00	3.00	18.00
6	Personal Search No Charge	0.00		0.00	0.00		0.00
7	Extra Parcel Fee LLC1 per parcel	5.00		5.00	5.00		5.00
8	Extra Parcel Fee CON29 per parcel	10.00		10.00	10.00	2.00	12.00

HMRC have ruled that the CON29 search is VATable at standard rate. At the time of printing this agenda, the date of implementation is not known.