

Report to the Cabinet

Report reference: C-063-2020/21
Date of meeting: 11 February 2021



Portfolio: Finance and Economic Development – Cllr J. Philip

Subject: Proposed Fees and Charges 2021/22

Responsible Officer: Andrew Small (07548 145665)

Democratic Services: Adrian Hendry (01992 564246)

Recommendations/Decisions Required:

- (1) That the proposed General Fund fees and charges for 2021/22 (excluding Car Parking) set out in *Appendix A* to this report are approved;
- (2) That the proposed General Fund Car Parking charges for 2021/22 set out in *Appendix B* to this report are approved; and
- (3) That a proposed Council House Rent Increase of 1.5% and a 2.5% increase in other Housing Revenue Account fees and charges for 2021/22 set out in *Appendix C* to this report are approved.

1. Executive Summary

- 1.1 The Council can recover the cost of providing certain services through making a charge to service users. For some services, this is a requirement and charges are statutorily determined. In other areas the Council has discretion to determine whether charging is appropriate, and the level at which charges are set.
- 1.2 This report focuses on discretionary fees and charges for 2021/22, with detailed proposals for both the Council's General Fund and ring-fenced Housing Revenue Account (HRA).
- 1.3 As with all councils, the use of charging has become an increasingly important feature of Epping Forest District Council's financial strategy, as the pressure on the revenue budget limits the extent to which the subsidisation of discretionary services is feasible. Recovering the costs of these services from users where possible helps to ensure the sustainability of the Council's offer to residents and businesses, beyond the statutory minimum, whilst maintaining the lowest Council Tax possible.
- 1.4 The Medium-Term Financial Plan adopted by Cabinet in November 2020 agreed to an assumed average increase of 1% in General Fund fees and charges for 2021/22 which, given the prevalence of statutory fees and charges, also assumed that some discretionary fees and charges would need an increase beyond that level. For example, *Appendix A* shows a proposed 3% increase in Trade Waste charges, which contrasts with a proposed freeze in Car Parking charges in *Appendix B*.

1.5 There is a 1.5% increase in Housing Rents proposed for 2021/22, which complies with the legal Rent Standard that registered providers of social housing must comply with (maximum of September 2020 CPI inflation + 1%). A 2.50% increase is proposed on other HRA fees and charges and these can be found at **Appendix C**.

1.6 The changes to fees and charges approved by Cabinet will come into effect on 1st April 2021 unless otherwise stated in the report.

2. Resource Implications

2.1. The proposed fees and charges in this report, collectively reflect the income assumptions included in the Council's draft Budget for 2021/22 and Medium-Term Financial Plan (2021/22 to 2025/26).

3. Legal and Governance Implications

3.1. In general terms, the Council's powers are set out within the Local Government Act 2003 and the Localism Act 2011. For example, Section 93 of the Local Government Act 2003 permits best value authorities to charge for discretionary services provided the authority has the power to provide that service.

3.2. There are also a range of service-specific statutory requirements that the Council is required to comply with. For example, in the General Fund, the Town and Country Planning (Fees for Applications, Deemed Applications, and Site Visits) (England) Regulations 2012 sets the legal framework for setting Planning Fees and Charges. Similarly, in the HRA, rent increases are legally required to be set within the framework set by the Government Rent Standard.

4. Safer, Cleaner and Greener Implications

4.1. None.

5. Consultation Undertaken

5.1. The potential impact on the local community of changes in Fees and Charges forms part of the Council's established consultation processes, helping the Cabinet to formulate policy and make intelligence-based decisions in accordance with corporate priorities.

Appendix A

General Fund (excluding Car Parking)

Proposed Fees and Charges 2021/22

Business Support

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Local Land Charge fees – Standard basic searches	85.00	85.00
Extra parcel fees for standard search	15.00	15.00
LLC1 certificate only	23.50	23.50
LLC1 Extra Parcel fee	2.00	2.00
CON29R All Enquiries	61.50	61.50
CON29R Extra parcel fee	13.00	13.00
CON290 Questions 4 - 21	10.00	10.00
CON290 Questions 22 (on behalf of Essex Legal)	14.00	14.00
CON290 admin fee	15.00	15.00
Additional enquiries – per enquiry	20.00	20.00
Standard Basic Searches including Part 2 Questions	85.00	85.00

Legal

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Property Transactions		
Redemption of Mortgages	152.00	152.00
Transfers of Equity	295.00	295.00
Sale of Land	650.00	650.00
Repayment of Discount and Postponement of Legal Charge	432.50	432.50
Deed of Release of Covenant	400.00	400.00
Deed of Covenant + Application to Cancel Land Charges Entry	300.00	300.00
Second Mortgage Questionnaires	120.00	120.00
Licence to cross land/occupy land	643.00	643.00
Licences to cross housing land	324.00	324.00
Leases		
Shops	1,200.00	1,200.00
Industrial (e.g. Oakwood Hill and North Weald)	1,200.00	1,200.00
Leases contracted out of Landlord and Tenant Act 1954 provisions	Additional 184.00	Additional 184.00
New Lease extending Term (residential)	600.00	600.00

Legal (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Licences granted pursuant to a lease		
To Assign (add £60.77 if surety)	1,140.00	1,140.00
For Alterations	1,140.00	1,140.00
For Change of Use	1,140.00	1,140.00
To Sublet	1,140.00	1,140.00
Deed of Surrender of Lease	1,140.00	1,140.00
Combined Surrender / Licence	1,140.00	1,140.00
Transfer of Lease and Notification of Mortgage (RTB)	84.00	84.00
For Commercial Leases	90.00	90.00
Deeds of Variation	450.00	450.00
Consent for restriction	114.00	114.00
Planning Agreements		
Section 106 - routine	900.00	900.00
Section 106 - Complex	Time Recorded	Time Recorded
Section 106 – inc Minor Highways Works	1,300.00	1,300.00
Section 106 – inc Major Highways Works	1,500.00	1,500.00
Unilateral Undertaking – routine	500.00	225.00
Unilateral Undertaking – complex	Time Recorded	Time recorded
Variation / Revocation S 106 Agreement or Unilateral Undertaking	500.00	500.00

Customer/Revenues and Benefits

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Summons costs (Council Tax & NDR)	65.00	65.00
Liability Order costs (Council Tax & NDR)	30.00	30.00

Planning

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Planning		
PPA's	Bespoke (£120.00 per hour)	Bespoke (£140.00 per hour)
Documents requests/research	0	£100.00 per hour
Urgent requests (Within 48 hrs)	0	£500.00 per request
Scanning Fees – Paper Applications	0	£20.00 per application
Admin Charge for Section 106 Legal Agreements with requirement for financial contribution	3% of the cost value of the financial contribution	3% of the cost value of the financial contribution
Admin Charge for Section 106 Legal Agreements with no requirement for financial contribution	£500.00 per unit	£500.00 per unit
Planning - Development Management		
Pre-Planning Applications		
Written Advice Meetings: Minor 1-2 Units	£120.00 per application	£140.00 per application
Written Advice Meetings: Minor 3-9 Units	£1,080.00 per application	£1,260.00 per application
Written Advice Meetings: Major 10-19 Units	£2,160.00 per application	£2,520.00 per application
Written Advice Meetings: Major 20-49 Units	£4,320.00 per application	£5,040.00 per application
Written Advice Meetings: Major 50+ Units	By negotiation	By negotiation
Planning Advice Meetings: All other cases (including Listed Buildings)	£96.00 per hour (£144.00 Listed)	£140.00 per hour
Planning Written Advice or Meeting: Discussions for a way forward following refusal of PA (minor)	£144.00	£140.00
Planning Nature and Form of Meetings by Negotiation: Discussions for a way forward following refusal of PA (major)	By negotiation	By negotiation

Community & Wellbeing

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Venue Hire		
The Space day rate (per hour) (30 people) Commercial	26.00	27.00
The Space day rate (per hour) (30 people) Community	15.50	16.00
The Space evening rate (per hour) (30 people) Commercial	52.00	54.00
The Space evening rate (per hour) (30 people) Community	36.50	37.50
The Space Sunday rate (per hour) (30 people) Commercial	105.00	109.00
The Space Sunday rate (per hour) (30 people) Community	85.00	87.50
Tudor Gallery and Garden day rate (per hour) (20 people) Commercial	36.50	37.50
Tudor Gallery and Garden day rate (per hour) (20 people) Community	31.00	31.75
Tudor Gallery and Garden evening rate (per hour) (20 people) Commercial	57.00	58.00
Tudor Gallery and Garden evening rate (per hour) (20 people) Community	46.50	48.00
Temp Ex (per hour) (60 people) Commercial	125.00	129.00
Temp Ex (per hour) (60 people) Community	105.00	109.00
Whole Museum (per hour) (200 people) Commercial	165.00	170.00
Whole Museum (per hour) (200 people) Community	155.00	160.00
Overnight hire at both museums Commercial	550.00	575.00
Tea/Coffee and Biscuits (per person)	3.20	3.30
Buffet Lunch (per person)	7.50	7.75
Limes Centre Main Hall Mon-Fri 9am-6pm Scale 1	13.75	14.25
Limes Centre Main Hall Mon-Fri 9am-6pm Scale 2 Non EFDC residents	27.50	28.50
Limes Centre Main Hall Mon-Fri 9am-6pm Scale 2 EFDC residents	22.00	22.75
Limes Centre Main Hall Mon-Fri 6pm - 10pm Scale 1	19.00	19.75
Limes Centre Main Hall Mon-Fri 6pm - 10pm Scale 2 Non EFDC residents	38.00	39.50
Limes Centre Main Hall Mon-Fri 6pm - 10pm Scale 2 EFDC residents	30.50	31.50
Limes Centre Main Hall Sat 10am-6pm Scale 1	19.50	20.25
Limes Centre Main Hall Sat 10am-6pm Scale 2 Non EFDC residents	40.50	42.00
Limes Centre Main Hall Sat 10am-6pm Scale 2 EFDC residents	32.00	33.00
Limes Centre Main Hall Sat 6pm-11pm Scale 1	31.00	32.00
Limes Centre Main Hall Sat 6pm-11pm Scale 2 Non EFDC residents	52.00	54.00

Community & Wellbeing (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Venue Hire (cont.)		
Limes Centre Main Hall Sat 6pm-11pm Scale 2 EFDC residents	42.00	43.50
Limes Centre Main Hall Sun 10am-9pm Scale 1	31.50	32.50
Limes Centre Main Hall Sun 10am-9pm Scale 2 Non EFDC residents	52.00	54.00
Limes Centre Main Hall Sun 10am-9pm Scale 2 EFDC residents	42.00	43.50
Limes Centre Activity Room Mon-Fri 9am-6pm Scale 1	9.75	10.20
Limes Centre Activity Room Mon-Fri 9am-6pm Scale 2 Non EFDC residents	21.00	22.00
Limes Centre Activity Room Mon-Fri 9am-6pm Scale 2 EFDC residents	16.50	17.25
Limes Centre Activity Room Mon-Fri 6pm - 10pm Scale 1	15.00	15.50
Limes Centre Activity Room Mon-Fri 6pm - 10pm Scale 2 Non EFDC residents	26.00	27.00
Limes Centre Activity Room Mon-Fri 6pm - 10pm Scale 2 EFDC residents	21.00	22.00
Limes Centre Activity Room Sat/Sun 10am-6pm Scale 1	15.75	16.50
Limes Centre Activity Room Sat/Sun 10am-6pm Scale 2 Non EFDC residents	27.00	28.00
Limes Centre Activity Room Sat/Sun 10am-6pm Scale 2 EFDC residents	21.50	22.20
Limes Centre Activity Room Sat/Sun 6pm-11pm Scale 1	22.00	22.75
Limes Centre Activity Room Sat/Sun 6pm-11pm Scale 2 Non EFDC residents	32.00	33.00
Limes Centre Activity Room Sat/Sun 6pm-11pm Scale 2 EFDC residents	26.00	27.00
Limes Centre Meeting Room Mon-Fri 9am-6pm Scale 1	6.75	7.00
Limes Centre Meeting Room Mon-Fri 9am-6pm Scale 2 Non EFDC residents	13.00	13.00
Limes Centre Meeting Room Mon-Fri 9am-6pm Scale 2 EFDC residents	10.50	10.50
Limes Centre Meeting Room Mon-Fri 6pm - 10pm Scale 1	12.75	13.50
Limes Centre Meeting Room Mon-Fri 6pm - 10pm Scale 2 Non EFDC residents	25.50	25.50
Limes Centre Meeting Room Mon-Fri 6pm - 10pm Scale 2 EFDC residents	20.50	21.50
Limes Centre Meeting Room Sat/Sun 10am-6pm Scale 1	12.75	13.50

Community & Wellbeing (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Venue Hire (cont.)		
Limes Centre Meeting Room Sat/Sun 10am-6pm Scale 2 Non EFDC residents	25.50	26.50
Limes Centre Meeting Room Sat/Sun 10am-6pm Scale 2 EFDC residents	20.50	21.50
Limes Centre Meeting Room Sat/Sun 6pm-11pm Scale 1	16.75	17.50
Limes Centre Meeting Room Sat/Sun 6pm-11pm Scale 2 Non EFDC residents	34.00	35.50
Limes Centre Meeting Room Sat/Sun 6pm-11pm Scale 2 EFDC residents	27.00	28.00
Culture and Community Programme		
Family Fun Workshops and Toddler sessions	2.20	2.30
Half Day Workshops	8.50	8.80
Full day workshops	21.00	21.50
Artist-led Workshops 1.5 hrs (incl. materials)	10.50	10.80
Artist-led Workshops 2 hrs (incl. materials)	10.50	10.80
Artist-led Workshops 5 hrs/1 day (incl. materials)	21.00	21.50
Artist led – 3-day workshop	52.00	54.00
Adult Art Classes	16.00	16.50
Museum Movers	3.50	5.00
Performance ticket (kids theatre shows)	8.50	8.80
Motiv8 Performance ticket	8.50	8.80
Motiv8 Performance ticket Concession price	6.50	8.80
eNgage Performance ticket	13.50	14.00
eNgage Performance ticket Concession price	10.50	11.00
After School Dance per child per session	4.00	4.20
Active Assemblies 1 day of training for session leaders (plus travel)	225.00	235.00
Active Assemblies 20 resource packs	475.00	500.00
Active Assemblies session delivery for 8 sessions outside EFDC (plus travel)	325.00	340.00
Active Assemblies session delivery for 8 sessions EFDC	225.00	230.00
Creative Homes Arts sessions per session (incl. materials and set up, clear up time)	75.00	80.00
Creative Homes Dance sessions per session (incl. materials)	55.00	60.00
Wellbeing Programme		
Yoga Sessions - Get Active	5.00	5.20
Indoor Bowls - Get Active	5.00	5.20
David Lloyd Bowls - Get Active	5.00	5.20
Badminton - Get Active	5.00	5.20

Community & Wellbeing (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Wellbeing Programme (cont.)		
Boccia - Get Active	5.00	5.20
Table Tennis - Get Active	5.00	5.20
Lifewalks - per walk	2.50	2.60
Lifewalks - privilege card for 6 months	31.00	32.00
Lifewalks - privilege card for 12 months	60.00	62.00
Cycling for health	4.80	5.00
Cycling for health	9.50	10.00
Get active sessions	4.00	4.20
Multi-sports/Activity Camps	20.00	21.00
Play in the Forest	3.70	3.80
School Boxing Programme	27.50	28.50
Walking Football	3.00	3.20
Athletics/Tennis	3.50	3.60
Play in the Park (Charge for town/parish councils)	85.00	90.00
Images (Private Research & Commercial)		
Private Research:		
A4 Black & White print	7.00	7.50
A4 Colour print	7.50	8.00
A4 Black and white photocopy	1.50	1.60
Digital copy, 300dpi (by email)	6.50	7.00
Digital copy, 300dpi (by email) (over 10 images)	5.50	6.00
Commercial/large organisations:		
Books		
Local History Groups & Registered Charities	Free	Free
Cover Page	230.00	240.00
Inner Page	75.00	80.00
TV / Film / Video		
Single Country	85.00	90.00
Worldwide	170.00	180.00
Digital		
300dpi jpeg/tiff per image / single use - Education use ONLY	55.00	60.00
300dpi jpeg/tiff per image / single use	85.00	90.00
Web		
Regional based business	85.00	90.00
National / International business	165.00	170.00

Community & Wellbeing (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Identifications/ Enquiries / Loans		
Collections Search Service	Free	Free
Research Visits	Free	Free
Identifications Service	Free	Free
Research Service (fee per hour)	20.00	22.00
Loans Handling Fee	100.00	105.00
Exhibition Hire		
Touring Exhibitions (Venues in Eastern Region) per month (minimum 2 month hire)	65.00	70.00
Touring Exhibitions (Venues outside Eastern Region) per month (minimum 2 month hire)	95.00	100.00
Design Charges		
Exhibition and Design Officer (per hour)	0.00	30.00
Other Officers (per hour)	0.00	25.00
Administrative Tasks (per hour)	0.00	15.00
Talks and Tours		
1 hour daytime talk within the Epping Forest District (per group)	62.00	65.00
1 hour daytime talk outside the Epping Forest District (per group)	72.50	75.00
1 hour evening talk outside museum but within district (per group)	72.50	75.00
1 hour evening talk outside the district (per group)	83.00	86.00
1 hour daytime talk or tour (incl. Behind the Scenes), with refreshments within the museum (per person) <i>minimum group charge of £70</i>	6.50	7.00
1 hour evening talk or tour (incl. Behind the Scenes), with refreshments within the museum (per person) <i>minimum group charge of £90</i>	8.50	9.00
Schools (workshops in school)		
(max 35 pupils per class)		
1 class for 1 hour		
Epping Forest District Schools	46.50	48.00
Schools outside Epping Forest area	57.00	59.00
2 classes on same day 2 x 1 hour		
Epping Forest District Schools	72.50	75.00
Schools outside Epping Forest area	83.00	86.00
3 classes on same day 3 x 1 hour		
Epping Forest District Schools	98.50	102.00
Schools outside Epping Forest/Broxbourne area	109.00	113.00
4 classes on same day 4 x 1 hour		
Epping Forest District Schools	124.50	129.00
Schools outside Epping Forest area	135.00	140.00

Community & Wellbeing (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Schools (workshops in Museum)		
2 hours (half day) up to two classes		
Epping Forest District Schools (Per child) minimum charge £45	4.20	4.50
Schools outside Epping Forest area (Per child) minimum charge £55	5.20	5.50
4 hours (full day) up to two classes		
Epping Forest District Schools (Per child) minimum charge £45	0.00	7.00
Schools outside Epping Forest area (Per child) minimum charge £55	0.00	8.00
Self guided visit - with Trail provided by EFDC	1.00	1.20
Self guided visit	Free	Free
School Topic Box Hire		
Epping Forest Schools	46.50	48.00
Schools outside Epping Forest area	57.00	59.00
*Special rate - save £10 if booked with and delivered on the same day as a workshop		

Fleet Operations

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Public MOT	49.00	50.00
Public MOT (Saturday's)	50.00	55.00
Hourly rate for internal labour charge	33.60	35.00
Hourly rate for external labour charge	50.00	60.00

Community Resilience

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Provision of CCTV for Insurance Purposes/Solicitors	120.00	120.00

Residential Team

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Private Sector Housing Grants		
<i>DFGs and HRA</i>		
Disabled Facilities Grants	15% of work costs	15% of work costs
Decent Homes Loans	15% of work costs	15% of work costs
Small Works Repayable Assistance	15% of work costs	15% of work costs
Private Sector Housing (Tech)		
<i>Licences - HMOs (Initial & Renewal): fee per licence</i>		
HMO with up to 5 units of accommodation	809.00	809.00
Renewal fee for non-compliant landlords	735.00	735.00
Renewal fee for compliant landlords	439.00	439.00
Additional units of accommodation	32.00	32.00
Park Homes Licensing Fees		
Site licence fees		
In accordance with EFDC's Fees Policy for Licensing Residential Park Home Sites		
Depositing of site rules	151.50	154.90
Penalty Charges for Private Landlords		
Failing to provide appropriate smoke and carbon monoxide alarms (Smoke and Carbon Monoxide Alarm (England) Regulations 2015)	£5,000.00 per incidence (unless extenuating circs.)	£5,000.00 per incidence (unless extenuating circs.)
Fine for Lettings Agencies and Property Agencies failing to join a Government-approved Redress Scheme	£5,000.00 per incidence (unless extenuating circs.)	£5,000.00 per incidence (unless extenuating circs.)
Civil Penalty Notice for certain Housing Act 2004 offences. See charging policy matrix for offences.	£30,000.00 Maximum charge	£30,000.00 Maximum charge
Energy Efficiency Private Rented Properties Regs	2,000.00	2,000.00
Property let with EPC below E for less than 3 months	4,000.00	4,000.00
Property let with EPC below E for more than 3 months	1,000.00	1,000.00
False or misleading information on exemption register	2,000.00	2,000.00
Failure to comply with compliance notice	2,000.00	2,000.00

Residential Team (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Property Inspections for Immigration Applications		
At 20/21 flat fee charge agreed	£92.20 for 1 bed/ £123.60 for 3 bed/ £171.00 for 4 bed	£200.00 per property
Enforcement of Private Sector Housing Conditions- Housing Act 2004 and Mobile Homes Act 2013 (mobile home equates to 1 bed property)		
1 – 4 Hazards per enforcement		
1 Bed Property	370.80	390.00
2 Bed Property	417.15	422.50
3 Bed Property	465.56	503.75
4 Bed Property	556.20	585.00
5 or 6 Bed Property	601.52	650.00
> 6 Bed Property or HMO	727.18	796.25
5 or more Hazards		
1 Bed Property	465.56	487.50
2 Bed Property	509.85	536.25
3 Bed Property	557.23	585.00
4 Bed Property	664.35	698.75
5 or 6 Bed Property	710.70	747.50
> 6 Bed Property or HMO	787.95	828.75
Works in default following enforcement	Cost of works plus 30%	Cost of works plus 30%

Homelessness (General Fund)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Bed & Breakfast – Single Room (per night)	43.36	44.45
Bed & Breakfast – Double Room (per night)	51.55	52.84

Environmental Health

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Training		
Basic Food Hygiene Course - Basic Food Hygiene Course	75.00	75.00
Basic Food Hygiene Course - 6 courses, 10 per course	65.00	65.00

Licensing

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Animal Welfare		
Animal Boarding - Star rated	329.00	£329 (application) £36 (Grant) Total £365
Dog Breeding – Star rated	329.00	£329 (application) £36 (Grant) Total £365
Pet Shop – Star rated	329.00	£329 (application) £36 (Grant) Total £365
Dangerous Wild Animals – Star rated	329.00	£329 (application) £36 (Grant) Total £365
Riding Establishment – Star rated	329.00	£329 (application) £36 (Grant) Total £365
Dog Home Boarding Fee – Star rated	223.00	£223 (application) £30 (Grant) Total £253
Doggy Day Care	223.00	£223 (application) £30 (Grant) Total £253
Zoos	570.00	570.00
Variations applicable to all	132.00	132.00
Hackney Carriage/Private Hire		
New Annual Vehicle Licence For new vehicles £30 plate deposit	277.00	340.00
Annual vehicle Licence renewal	277.00	340.00
Annual Drivers Licence (3 year licence)	186.00	228.00
Replacement Vehicle Plate	30.00	40.00
Replacement Driver Badge	10.00	10.00
Duplicate Paper Licence	7.00	7.00
Drivers Test	21.00	40.00
Drivers Re-sit of Test	21.00	40.00
Private Hire Operators		
Annual Operator Licence (1 vehicle only)	105.00	130.00
Annual Operators (> 1 vehicle)	405.00	498.00
Transfer of Vehicle Licence	66.00	66.00
Plate Exemption	No charge	No charge
Gambling Act 2005		
Betting Premises (not tracks) new application	1,220.00	1,220.00
Betting Premises (not tracks) annual fee	600.00	600.00
Betting Premises (not tracks)	31.00	31.00
Adult Gaming Centre	1,000.00	1,000.00

Licensing (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Gambling Act 2005 Permits		
FEC Gaming Machine app. Fee, and renewal fee	300.00	300.00
Price Gaming app fee and renewal fee	300.00	300.00
Alcohol Licences Premises - Notification of 2 or less machines app fee	50.00	50.00
Alcohol Licences Premises - More than 2 machines app fee	150.00	150.00
Alcohol Licences Premises - More than 2 machines: annual fee	50.00	50.00
Club Gaming Permit app fee	200.00	200.00
Club Gaming Permit: annual fee	50.00	50.00
Club Gaming Permit: renewal	200.00	200.00
Club Gaming Machine Permit App. Fee and same for renewal	50.00	50.00
Club Fast-track for Gaming Permit or Gaming Machine Permit: App fee	100.00	100.00
Club Fast-track for Gaming Permit or Gaming Machine Permit: annual fee	50.00	50.00
Small Society Lottery Registration: App fee	40.00	40.00
Small Society Lottery Registration: annual fee	20.00	20.00
Small Society Lottery Registration: renewal fee	20.00	20.00
Permit – Miscellaneous fees		
FEC Permits: name change	25.00	25.00
FEC Permits: permit copy	15.00	15.00
Prize Gaming Permits: name change	25.00	25.00
Prize Gaming Permits: permit copy	15.00	15.00
Alcohol Licences Premises - more than 2 machines: name change	25.00	25.00
Alcohol Licences Premises - more than 2 machines: permit copy	15.00	15.00
Club Gaming Permit: name change	25.00	25.00
Club Gaming Permit: permit copy	15.00	15.00
Club Gaming Machine Permit: name change	50.00	50.00
Club Gaming Machine Permit: permit copy	15.00	15.00
Small Society Lottery Registration: name change	40.00	40.00
Small Society Lottery Registration: permit copy	20.00	20.00

Licensing (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Miscellaneous		
Special Treatment Premises	176.00	180.00
Special Treatments Person	95.00	97.00
Sex Shops and Cinemas	586.00	600.00
Sexual Entertainment Venues -	4,425.00 2,210.00 (renewal)	4,425.00 2,210.00 (renewal)
Street Trading Consents (if renewal not successful at sub- committee, half fee will be refunded)	420.00 420.00	430.00 430.00
Scrap Metal Site 3 yr licence	427.00	437.00
Scrap Metal Dealer 3 yr licence	256.00	262.00
Road Closure Notices	191.00	194.00
Temporary Pavement Licence £100 operating after 8pm	100.00 max	100.00 max

Contract and Technical Services

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Special collections		
Units		
1 to 3	26.27	27.60
4 to 7	39.66	41.65
8 to 10	52.53	55.00
11 to 15	66.95	70.00
Over 15	Contact us for price	Contact us for price
Special collections - over 60's		
Units		
1 to 3	13.14	26.80
4 to 7	19.83	40.45
8 to 10	26.27	53.58
11 to 15	33.48	68.29
Over 15	Contact us for price	Contact us for price

Contract and Technical Services (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Trade Waste		
Refuse (bin sizes)		
240	9.20	9.48
360	10.56	10.88
660	13.95	14.36
1100	18.23	18.78
Recycling (bin sizes)		
240	7.05	7.26
360	7.81	8.04
660	8.93	9.20
1100	10.86	11.18
Food (bin sizes)		
240	7.68	7.91
360	8.39	8.64
660	9.80	10.10
1100	N/A	N/A
Glass (bin sizes)		
240	6.91	7.11
360	7.62	7.85
660	8.64	8.90
1100	10.40	10.71

Grounds Maintenance

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Labour Rates		
Chargehand - 1 Hour	28.08	28.22
Chargehand - 1 Day	202.17	203.18
Gardener - 1 Hour	22.46	22.57
Gardener - 1 Day	161.71	162.52
Plant, Vehicle & Equipment Rates		
Tractor - side arm flail & Operator - 1 Hour	123.50	124.12
Tractor - side arm flail & Operator - 1 Day	889.20	893.65
Tractor - Trimax Pegasus & Operator - 1 Hour	123.50	124.12
Tractor - Trimax Pegasus & Operator - 1 Day	889.20	893.65
Tractor - loader digger & operator - 1 Hour	123.50	124.12
Tractor - loader digger & operator - 1 Day	889.20	893.65
Mini Tractor - side arm flail & Operator - 1 Hour	101.00	101.51
Mini Tractor - side arm flail & Operator - 1 Day	727.20	730.84
Pick up Tipper truck - 3.5 tonne & Operator - 1 Hour	44.90	45.12

Grounds Maintenance (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
Plant, Vehicle & Equipment Rates (cont.)		
Pick up Tipper truck - 3.5 tonne & Operator - 1 Day	323.28	324.90
2 tonne trailer for 3.5 tonne pickup truck - 1 Hour	11.23	11.29
2 tonne trailer for 3.5 tonne pickup truck - 1 Day	80.85	81.25
Ride on Mower - Triple & Operator - 1 Hour	44.90	45.12
Ride on Mower - Triple & Operator - 1 Day	323.28	324.90
Ride on Mower - Cut and Collect & Operator - 1 Hour	67.30	67.64
Ride on Mower - Cut and Collect & Operator - 1 Day	484.56	486.98
Pedestrian Rotavator & Operator - 1 Hour	39.30	39.50
Pedestrian Rotavator & Operator - 1 Day	282.98	284.39
General Maintenance/Planting & Removal		
Grass reinstatement – seeding - Per sqm	16.42	16.50
Grass reinstatement – turfing - Per sqm	17.24	17.33
Grass reinstatement – watering - Per sqm	4.26	4.28
Hedge Replacement - Per sqm	12.01	12.07
Garden Tidy - 50 sqm	184.06	184.98
Garden Tidy - 100 sqm	339.83	341.53
Garden Tidy - 150 sqm	417.69	419.78
Garden Tidy - 200 sqm	521.54	524.15
Garden Tidy - 200+ sqm	910.83	915.38
Clear Garage Forecourts - Location	84.20	84.62
Remove/ Replant Roses - Each	13.30	13.37
Remove/ Replant Shrubs - Each	13.30	13.37
Plant Bulbs and Corms - Per sqm	15.60	15.68
Wildflowers - Per sqm	15.60	15.68

Commercial/Building Control

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
1 Plot (New-build houses)	612.50	629.17
2 Plots (houses)	929.17	954.17
3 Plots (houses)	1,283.33	1,304.17
4 Plots (houses)	1,620.83	1,666.67
5 Plots (houses)	1,954.17	2,012.50
1 Plot (flats)	612.50	629.17
2 Plots (flats)	929.17	954.17
3 Plots (flats)	1,283.33	1,304.17

Commercial/Building Control (cont.)

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
4 Plots (flats)	1,620.83	1,666.67
5 Plots (flats)	1,954.17	2,012.50
Conversion to house	600.00	616.67
Conversion to flat	491.67	508.33
Single storey extension to dwelling not exceeding 40m ²	504.17	516.67
Single storey extension to dwelling 40-100m ²	820.83	870.83
2 or 3 storey extension to dwelling not exceeding 40m ²	504.17	516.67
2 or 3 storey extension to dwelling 40-100m ²	820.83	870.83
Garage/carport/store not exceeding 100m ²	408.33	420.83
Detached non-habitable outbuilding not exceeding 50m ²	504.17	516.67
Loft conversion to dwelling under 40m ²	550.00	566.67
Garage conversion to dwelling	300.00	308.33
Renovation of thermal element on a dwelling	229.17	237.50
Replacement windows/rooflights on a dwelling	229.17	237.50
Alterations to a dwelling under £5,000 in value	229.17	237.50
Alterations to a dwelling £5,000-£25,000 in value	395.83	408.33
Alterations to a dwelling £25,000 - £100,000 in value	595.83	612.50
Non-domestic single storey extension up to 40m ²	516.67	529.17
Non-domestic single storey extension 40 – 100m ²	833.33	858.33
Non-domestic 2 or 3 storey extension under 40m ²	516.67	529.17
Non-domestic 2 or 3 storey extension 40-100m ²	833.33	858.33
Alterations to a commercial building up to £5,000 in value	229.17	237.50
Replacement windows/doors/rooflights to a commercial building <20 units	229.17	237.50
Renewable Energy Systems	229.17	237.50
Replacement shop front	229.17	237.50
Alterations to a commercial building £5,000 - £25,000 in value	408.33	420.83
Replacement windows/doors rooflights to a commercial building >20 units	266.67	275.00
Renovation of thermal elements to a commercial building	229.17	237.50
Raised storage platform installation	191.67	200.00
Alterations to a commercial building £25,000 - £100,000 in value	608.33	625.00
Fit-out of a commercial building up to 100m ² floor area	229.17	237.50

Commercial & Regulatory Services / North Weald Airfield

Description	2020/21 Actual	2021/22 Proposed
	£'s	£'s
HGV Training – pay as you go	64.23	66.15
HGV Training – monthly fee	950.00	950.00
Driving Schools – full day	265.14	273.09
Driving Schools – half day	184.97	190.51
Driving Experience Days	384.32	395.84
Driving Schools – emergency services	91.24	93.97
Driving Schools – ATC full day	122.34	126.34
Driving Schools – ATC ½ day	81.54	83.98
Driving Schools – City TM	133.90	137.91
Motorsport Sprints	764.90	787.84
Filming / Photoshoots – static full day	662.29	662.29
Filming / Photoshoots – static half day	396.65	396.65
Filming / Photoshoots – moving full day	927.93	927.93
Filming / Photoshoots – moving full day	530.06	530.06
Meeting Room Hire – full day	154.50	159.13
Meeting Room – half day	103.00	106.90
Meeting Room – EFDC full day	70.00	70.00
Meeting Room -EFDC half day	50.00	50.00

Car Parking (General Fund)

Proposed Fees and Charges 2021/22

Car Parking

Description	Charging Times	2020/21 Actual	2021/22 Proposed
		£'s	£'s
Tariff One			
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	0.20	0.20
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	0.20	0.20
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	0.20	0.20
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	0.20	0.20
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	0.20	0.20
The Drive, Loughton, IG10 1HW	08:00 - 18:00	0.20	0.20
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	0.20	0.20
High Beech, Loughton, IG10 4HH	08:00 - 18:00	0.20	0.20
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	0.20	0.20
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	0.20	0.20
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	0.20	0.20
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	0.20	0.20
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	0.20	0.20
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	0.20	0.20
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	0.20	0.20
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	0.20	0.20
Vere Road, Debden, IG10 3SW	08:30 - 17:30	0.20	0.20
Burton Road South, Debden, IG10	08:30 - 17:30	0.20	0.20
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	0.20	0.20
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	0.20	0.20
Beaumont Park Drive, Bakery Close, Roydon	N/A	free	free
Tariff Two			
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	0.90	0.90
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	0.90	0.90
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	0.90	0.90
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	0.90	0.90
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	0.90	0.90
The Drive, Loughton, IG10 1HW	08:00 - 18:00	0.90	0.90
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	0.90	0.90
High Beech, Loughton, IG10 4HH	08:00 - 18:00	0.90	0.90
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	0.90	0.90
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	0.80	0.80
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	0.80	0.80
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	0.80	0.80

Car Parking (cont.)

Description	Charging Times	2020/21 Actual	2021/22 Proposed
		£'s	£'s
Tariff Two (cont.)			
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	0.80	0.80
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	0.80	0.80
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	0.80	0.80
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	0.90	0.90
Vere Road, Debden, IG10 3SW	08:30 - 17:30	0.90	0.90
Burton Road South, Debden, IG10	08:30 - 17:30	0.90	0.90
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	0.90	0.90
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	0.90	0.90
Beaumont Park Drive, Bakery Close, Roydon	N/A	Free	Free
Tariff Three			
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	1.80	1.80
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	1.80	1.80
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	1.80	1.80
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	1.80	1.80
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	1.80	1.80
The Drive, Loughton, IG10 1HW	08:00 - 18:00	1.80	1.80
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	1.80	1.80
High Beech, Loughton, IG10 4HH	08:00 - 18:00	1.80	1.80
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	1.80	1.80
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	1.60	1.60
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	1.60	1.60
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	1.60	1.60
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	1.60	1.60
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	1.60	1.60
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	1.60	1.60
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	1.80	1.80
Vere Road, Debden, IG10 3SW	08:30 - 17:30	1.80	1.80
Burton Road South, Debden, IG10	08:30 - 17:30	1.80	1.80
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	1.80	1.80
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	1.80	1.80
Beaumont Park Drive, Bakery Close, Roydon	N/A	Free	Free
Tariff Four			
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	3.00	3.00
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	3.00	3.00
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	3.00	3.00
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	3.00	3.00
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	3.00	3.00
The Drive, Loughton, IG10 1HW	08:00 - 18:00	3.00	3.00
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	3.00	3.00

Car Parking (cont.)

Description	Charging Times	2020/21 Actual	2021/22 Proposed
		£'s	£'s
Tariff Four (cont.)			
High Beech, Loughton, IG10 4HH	08:00 - 18:00	3.00	3.00
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	3.00	3.00
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	3.00	3.00
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	3.00	3.00
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	3.00	3.00
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	3.00	3.00
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	3.00	3.00
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	3.00	3.00
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	3.00	3.00
Vere Road, Debden, IG10 3SW	08:30 - 17:30	3.00	3.00
Burton Road South, Debden, IG10	08:30 - 17:30	3.00	3.00
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	3.00	3.00
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	3.00	3.00
Beaumont Park Drive, Bakery Close, Roydon	N/A	Free	Free
Tariff Five			
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	4.00	4.00
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	4.00	4.00
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	4.00	4.00
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	4.00	4.00
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	4.00	4.00
The Drive, Loughton, IG10 1HW	08:00 - 18:00	4.00	4.00
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	4.00	4.00
High Beech, Loughton, IG10 4HH	08:00 - 18:00	4.00	4.00
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	4.00	4.00
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	4.00	4.00
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	4.00	4.00
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	4.00	4.00
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	4.00	4.00
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	4.00	4.00
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	4.00	4.00
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	4.00	4.00
Vere Road, Debden, IG10 3SW	08:30 - 17:30	4.00	4.00
Burton Road South, Debden, IG10	08:30 - 17:30	4.00	4.00
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	4.00	4.00
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	4.00	4.00
Beaumont Park Drive, Bakery Close, Roydon	N/A	Free	Free

Car Parking (cont.)

Description	Charging Times	2020/21 Actual	2021/22 Proposed
		£'s	£'s
Tariff Six			
Cottis Lane , Epping, CM16 5EG	07:30 - 18:00	5.00	5.00
Bakers Lane , Epping, CM16 5EG	08:00 - 18:00	5.00	5.00
Civic Offices , EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	5.00	5.00
Old Station Road , (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	5.00	5.00
Traps Hill , Loughton, IG10 1HD	09:00 - 18:00	5.00	5.00
The Drive , Loughton, IG10 1HW	08:00 - 18:00	5.00	5.00
Oakwood Hill East , Loughton, IG10 3TZ	08:30 - 17:30	5.00	5.00
High Beech , Loughton, IG10 4HH	08:00 - 18:00	5.00	5.00
Smarts Lane , Loughton, IG10 4BG	08:00 - 18:00	5.00	5.00
The Pleasance , Ongar, CM5 9AG	08:00 - 18:00	5.00	5.00
Sainsburys Ongar , Ongar, CM5 9AG	08:00 - 18:00	5.00	5.00
Bansons Lane , Ongar, CM5 9AA	08:00 - 18:00	5.00	5.00
Cornmill , Waltham Abbey, EN9 1RB	08:00 - 18:00	5.00	5.00
Quaker Lane , Waltham Abbey, EN9 1ER	08:00 - 18:00	5.00	5.00
Darby Drive , Waltham Abbey, EN9 1EE	08:00 - 18:00	5.00	5.00
Burton Road & Access Rd , Debden, IG10 3ST	08:30 - 17:30	5.00	5.00
Vere Road , Debden, IG10 3SW	08:30 - 17:30	5.00	5.00
Burton Road South , Debden, IG10	08:30 - 17:30	5.00	5.00
Queens Road Lower , Buckhurst Hill, IG9 5BZ	08:00 - 18:00	5.00	5.00
Queens Road Upper , Buckhurst Hill, IG9 5AZ	08:00 - 18:00	5.00	5.00
Beaumont Park Drive , Bakery Close, Roydon	N/A	free	free
Tariff Seven			
Cottis Lane , Epping, CM16 5EG	07:30 - 18:00	10.00	10.00
Bakers Lane , Epping, CM16 5EG	08:00 - 18:00	6.00	6.00
Civic Offices , EFDC, CM16 4BZ (1st hr free)	08:00 - 18:00	10.00	10.00
Old Station Road , (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	10.00	10.00
Traps Hill , Loughton, IG10 1HD	09:00 - 18:00	6.00	6.00
The Drive , Loughton, IG10 1HW	08:00 - 18:00	10.00	10.00
Oakwood Hill East , Loughton, IG10 3TZ	08:30 - 17:30	10.00	10.00
High Beech , Loughton, IG10 4HH	08:00 - 18:00	10.00	10.00
Smarts Lane , Loughton, IG10 4BG	08:00 - 18:00	6.00	6.00
The Pleasance , Ongar, CM5 9AG	08:00 - 18:00	6.00	6.00
Sainsburys Ongar , Ongar, CM5 9AG	08:00 - 18:00	10.00	10.00
Bansons Lane , Ongar, CM5 9AA	08:00 - 18:00	10.00	10.00
Cornmill , Waltham Abbey, EN9 1RB	08:00 - 18:00	6.00	6.00
Quaker Lane , Waltham Abbey, EN9 1ER	08:00 - 18:00	10.00	10.00
Darby Drive , Waltham Abbey, EN9 1EE	08:00 - 18:00	6.00	6.00
Burton Road & Access Rd , Debden, IG10 3ST	08:30 - 17:30	6.00	6.00
Vere Road , Debden, IG10 3SW	08:30 - 17:30	10.00	10.00
Burton Road South , Debden, IG10	08:30 - 17:30	6.00	6.00
Queens Road Lower , Buckhurst Hill, IG9 5BZ	08:00 - 18:00	6.00	6.00
Queens Road Upper , Buckhurst Hill, IG9 5AZ	08:00 - 18:00	10.00	10.00
Beaumont Park Drive , Bakery Close, Roydon	N/A		

Car Parking (cont.)

Description	Charging Times	2020/21 Actual	2021/22 Proposed
		£'s	£'s
Saturday & Sunday Free Hours		Sat Free Hr	Sun Free Hr
Cottis Lane , Epping, CM16 5EG	07:30 - 18:00	* full tariff	✓
Bakers Lane , Epping, CM16 5EG	08:00 - 18:00	✓	✓
Civic Offices , EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	** ✓	** ✓
Old Station Road , (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	* full tariff	✓
Traps Hill , Loughton, IG10 1HD	09:00 - 18:00	✓	✓
The Drive , Loughton, IG10 1HW	08:00 - 18:00	* full tariff	✓
Oakwood Hill East , Loughton, IG10 3TZ	08:30 - 17:30	* full tariff	✓
High Beech , Loughton, IG10 4HH	08:00 - 18:00	* full tariff	✓
Smarts Lane , Loughton, IG10 4BG	08:00 - 18:00	✓	✓
The Pleasance , Ongar, CM5 9AG	08:00 - 18:00	✓	✓
Sainsburys Ongar , Ongar, CM5 9AG	08:00 - 18:00	* full tariff	✓
Bansons Lane , Ongar, CM5 9AA	08:00 - 18:00	* full tariff	✓
Cornmill , Waltham Abbey, EN9 1RB	08:00 - 18:00	✓	✓
Quaker Lane , Waltham Abbey, EN9 1ER	08:00 - 18:00	* full tariff	✓
Darby Drive , Waltham Abbey, EN9 1EE	08:00 - 18:00	✓	✓
Burton Road & Access Rd , Debden, IG10 3ST	08:30 - 17:30	✓	✓
Vere Road , Debden, IG10 3SW	08:30 - 17:30	* full tariff	✓
Burton Road South , Debden, IG10	08:30 - 17:30	✓	✓
Queens Road Lower , Buckhurst Hill, IG9 5BZ	08:00 - 18:00	✓	✓
Queens Road Upper , Buckhurst Hill, IG9 5AZ	08:00 - 18:00	* full tariff	✓
Beaumont Park Drive , Bakery Close, Roydon	N/A	free	free

Appendix C

Housing Revenue Account: Proposed Fees and Charges 2021/22

Fees and Charges 2021/22 - HOUSING RELATED SERVICES							
Formula Amount	2021/22	2020/21		2019/20		2018/19	
	Proposed Amount	Amount	Period	Amount	Period	Amount	Period
Older People's Housing							
Communal Halls:							
Pelly Court Hall, Epping	£11.24	£10.97	per hour	£10.65	per hour	£10.40	per hour
Oakwood Hill Hall, Loughton	£157.52	£153.68	per annum	£149.20	per annum	£145.85	per annum
Barrington Hall, Loughton	£9.18	£8.96	per session	£8.70	per session	£8.50	per session
Guest Rooms - Sheltered Housing	£10.45	£10.20	per person per night	£9.90	per person per night	£9.65	per person per night
Scooter Stores:							
Rental	£4.48	£4.37	per week	£4.25	per week	£4.15	per week
Electricity	£2.32	£2.27	per week	£2.20	per week	£2.15	per week
Sheltered Housing Charges:							
Scheme Management Charge:							
Tenants not in receipt of housing benefit	£11.24	£10.97	per week	£10.65	per week	£10.40	per week
Tenants in receipt of housing benefit	£3.38	£3.30	per week	£3.20	per week	£3.15	per week
Intensive Housing Management Charge	£2.01	£1.96	per week	£1.90	per week	£1.85	per week
(Note: Charge not payable by HB claimants)							
Area Housing Charges:							
Scheme Management Charge:							
Tenants not in receipt of housing benefit	£2.80	£2.73	per week	£2.65	per week	£2.60	per week
Tenants in receipt of housing benefit	£0.90	£0.88	per week	£0.85	per week	£0.80	per week
Intensive Housing Management Charge	£0.55	£0.54	per week	£0.52	per week	£0.50	per week
(Note: Charge not payable by HB claimants)							
Careline Charges (Council tenants):							
Tenants not in receipt of housing benefit	£4.86	£4.74	per week	£4.60	per week	£4.50	per week
Tenants in receipt of housing benefit	£1.48	£1.44	per week	£1.40	per week	£1.35	per week
Telecare Packages (Private users):							
Alarm and up to 4 sensors (Monitoring only)	£165.22	£161.20	per annum	£156.50	per annum	£153.00	per annum
Alarm only	£135.66	£132.36	per annum	£128.50	per annum	£122.00	per annum
Monitoring of additional sensors (per sensor)	£16.79	£16.38	per annum	£15.90	per annum	£15.50	per annum
Monitoring of alarms for other organisations (per speech module)	£121.41	£118.45	per annum	£115.00	per annum	£112.00	per annum
Large Button Telephone	£24.49	£23.90	per telephone	£23.20	per telephone	£22.65	per telephone
Use of Jessopp Ct Lounge by Essex CC as a Day Centre	£11,392	£11,114	per annum	£10,790	per annum	£10,545	per annum
Lease for Jessopp Ct Office to Peabody				Increased each October by the Sept RPI increase			
Home Ownership and Sales							
Leasehold Vendors' Enquiries	£165.22	£161.20	per enquiry	£156.50	per enquiry	£153.00	per enquiry
Certificates of Buildings Insurance - Leaseholders	£52.58	£51.29	per copy	£49.80	per copy	£48.70	per copy
Small Land Sales Valuation Charge	£421.67	£411.38	per sale	£399.40	per sale	£390.40	per sale
Valuation & Legal Charge - Re-sale of RTB Property within 5 years / Sale of property to EFDC within 10 years	£425.78	£415.40	per application	£403.30	per application	£394.20	per application
Consideration of Right to Re-purchase Former RTB Property within 10 years of Original Purchase	£70.31	£68.60	per application	£66.60	per application	£68.60	per application
Housing Management							
Hire of Halls for Elections	£102.72	£100.22	per day	£97.30	per day	£95.10	per day
Garage rents	£9.45	£9.22	per week	£8.95	per week	£8.75	per week
Hardstandings	£97.92	£95.53	per annum	£92.75	per annum	£90.65	per annum
Lockable parking spaces	£8.13	£7.93	per annum	£7.70	per annum	£7.50	per annum
Mortgage references	£48.25	£47.07	per enquiry	£45.70	per enquiry	£44.65	per enquiry
Request for covenant and leasehold approvals	£76.96	£75.09	per request	£72.90	per request	£71.25	per request
Licences for vehicular access across housing land	£128.01	£124.89	per annum	£121.25	per annum	£118.50	per annum
Dishonoured cheques	£29.88	£29.15	per cheque	£28.30	per cheque	£27.65	per cheque
Homelessness							
Homeless Hostel Accommodation:							
One Room	£54.27	£52.94	per week	£51.40	per week	£50.25	per week
Two Rooms	£84.88	£82.81	per week	£80.40	per week	£78.55	per week
Three Rooms	£114.18	£111.39	per week	£108.15	per week	£105.70	per week
Homelessness Pods (per room)	£54.27	£52.94	per week	£51.40	per week	£50.25	per week
Chalets	£98.92	£96.51	per week	£93.70	per week	£91.55	per week
Repairs and Maintenance							
Condition surveys to respond to Party Wall Act Notices	£87.10	£84.98	per Notice	£82.50	per Notice	£80.60	per Notice
Copies of Structural Reports on RTB Properties	£43.07	£42.02	per report	£40.80	per report	£39.85	per report
Rechargeable repairs	2.50%	£0.00	increase in all charges	2.3%	increase in all charges	3.0%	increase in all charges
Replacement Door Entry and Suited Keys	£16.26	£15.86	per key	£15.40	per key	£15.00	per key
Sewerage charges for individual sewerage systems	2.50%	2.4%	increase in all charges	2.3%	increase in all charges	3.0%	increase in all charges
General percentage uplift for next year	2.50%	3.0%		2.3%			