

ENVIRONMENT, ENFORCEMENT AND HOUSING

12.5

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Environment, Enforcement & Housing
Service Area: Cemeteries

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

The increase proposed is 5% in line with the council's corporate increase regarding fees & charges. This is based on the forecast CPI inflation increase for 22/23

Justification for revised charge (compared to previous year)

Increase reflects the increase to costs for supplying the service

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

The proposed fees and charges are deemed average within the benchmarking exercise

If significant change in charge, what consultation was undertaken with the general public?

Expected budgeted income

£105,820

**ENVIRONMENT, ENFORCEMENT AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2021-March 2022 Excl VAT	Inc VAT	April 2022-March 2023 Excl VAT	Inc VAT

SERVICE AREA: CEMETERIES

CHARGING AREA: CEMETERIES

A Brentwood resident is anyone currently living in the Borough or someone who spent 75% of their life in the Borough.

Purchase of Exclusive Rights of Burial for 50 years

			£	£	£	£
All full burial graves	E	D	1,268.00	1,268.00	1,332.00	1,332.00
Cremated remains grass plot	E	D	457.00	457.00	480.00	480.00
Non-Brentwood resident - all full burial graves	E	D	2,537.00	2,537.00	2,664.00	2,664.00
Non-Brentwood resident - cremated remains grass plot	E	D	914.00	914.00	960.00	960.00

Purchase of Exclusive Rights of Burial for 50 years (Vaults and Niches Only)

Granite vaults	E	D	934.00	934.00	981.00	981.00
Niches In granite columbarium	E	D	628.00	628.00	660.00	660.00
Non- Brentwood resident - granite vaults	E	D	1,867.00	1,867.00	1,961.00	1,961.00
Non-Brentwood resident - niches in granite Columbarium	E	D	1,256.00	1,256.00	1,319.00	1,319.00

Interment Fees

Graves dug down for one or two	O	D	918.00	918.00	964.00	964.00
Additional charge for dig down to 9ft	O	D	227.00	227.00	239.00	239.00
Cremated remains grass plot	O	D	197.00	197.00	207.00	207.00
Granite vault	O	D	347.00	347.00	365.00	365.00
Niche In granite Columbarium	O	D	347.00	347.00	365.00	365.00
Child under 12 years	O	D	0.00	0.00		
Non-Brentwood resident-graves dug down for one or two	O	D	1,835.00	1,835.00	1,927.00	1,927.00
Non-Brentwood resident -additional charge for dig down to 9ft	O	D	454.00	454.00	477.00	477.00
Non-Brentwood resident-cremated remains grass plot	O	D	394.00	394.00	414.00	414.00
Non-Brentwood resident -granite vault	O	D	693.00	693.00	728.00	728.00
Non-Brentwood resident -Niche In granite Columbarium	O	D	693.00	693.00	728.00	728.00
Non-Brentwood resident -Child under 12 years	O	D	0.00	0.00	0.00	0.00

Option to Extend Exclusive Rights of Burial for a further 25 years

All full burial graves	E	D	212.00	212.00	223.00	223.00
Cremated remains plot	E	D	106.00	106.00	112.00	112.00
Non-Brentwood resident -all full burial graves	E	D	424.00	424.00	446.00	446.00
Non-Brentwood resident -cremated remains plot	E	D	212.00	212.00	223.00	223.00

Option to Extend Exclusive Rights of Burial for a further 10 years (Vaults and Niches Only)

Granite vaults	E	D	373.00	373.00	392.00	392.00
Niches In granite Columbarium	E	D	251.00	251.00	264.00	264.00
Non-Brentwood resident - granite vaults	E	D	746.00	746.00	784.00	784.00
Non-Brentwood resident -Niches In granite Columbarium	E	D	502.00	502.00	528.00	528.00

Monuments

Monument/Inscription approval fee	O	D	143.00	143.00	151.00	151.00
Additional approval fee charge for kerbed monuments	O	D	143.00	143.00	151.00	151.00
Inscription on a vault or niche	S	D	211.67	254.00	222.50	267.00

Other Charges

Deed Transfer	O	D	63.00	63.00	65.00	65.00
Search of Burial Records	O	D	25.00	25.00	26.00	26.00
Chapel hire - Woodman Road Cemetery	E	D	60.00	60.00	62.00	62.00

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Environment, Enforcement & Housing
Service Area: Waste Management - Non Commercial

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

The majority have increase proposed is 5% rounded up in line and based on the forecast CPI inflation increase for 22/23.

Justification for revised charge (compared to previous year)

Increase reflects the increase to costs for supplying the service

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

The proposed Fees and charges are deemed average within the benchmarking exercise

If significant change in charge, what consultation was undertaken with the general public?

N/A

Expected budgeted income

£607,170

**ENVIRONMENT, ENFORCEMENT AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FE E	CHARGES April 2021-March 2022		CHARGES April 2022-March 2023	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: WASTE MANAGEMENT

CHARGING AREA: REFUSE

Dog waste and litter bin emptying

Empty dog waste/litter bins	Per Empty	S	D	£ 3.75	£ 4.50	£ 4.00	£ 4.80
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Domestic Refuse Collection

Bulky Household Collections - Charge per item	Min 2 Items	O	D	11.50	11.50	12.00	12.00
Biodegradable sacks for garden waste per wrap of 10*		O	D	3.40	3.40	3.50	3.50
Biodegradable sacks for garden waste per wrap of 100 (Wholesale)		S	D	250.00	300.00	255.00	315.00
Garden Waste Bin hire per annum - including fortnightly emptying		O	D	55.00	55.00	60.00	60.00
Garden Waste Bin - Replacement if lost/stolen		O	D	21.00	21.00	22.00	22.00
Hire of 1280 litre container		S	D	107.50	129.00	110.00	135.00
Hire of 770, 940 and 1100 litre Container		S	D	102.50	123.00	105.00	126.00
Hire of 240 litre container		S	D	32.50	39.00	34.17	41.00
Hire of 360 litre container		S	D	43.33	52.00	45.00	12.50

* Please note there was a typing mistake in the approved F&C schedule for 2020/21.
Price should have been £3.30 but was incorrectly stated as £3.00

Residual Trade Waste Collection & Disposal

1280 litre Container	Per Lift	O	D				
1100 litre Container		O	D				
940 litre Container		O	D				
770 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				
Prepaid Residual Sacks (25)	Per roll	O	D				
Extra collection		O	D				
Collection/delivery (T&Cs S.14)		O	D				
Amendment (T&Cs S.14)		O	D				

Exempt for publication - please contact the Council for prices

Residual Waste - Collection only

1280 litre Container	Per Lift	O	D				
1100 litre Container		O	D				
940 litre Container		O	D				
770 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				

Exempt for publication - please contact the Council for prices

Trade Glass Collection

1100 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				

Exempt for publication - please contact the Council for prices

Trade Dry Recycling Collection

1280 litre Container	Per Lift	O	D				
1100 litre Container		O	D				
940 litre Container		O	D				
770 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				
Prepaid Recycling Sacks (25)	Per roll	O	D				

Exempt for publication - please contact the Council for prices

School Dry Recycling Collection

One off charge		O	D				
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Exempt for publication - please contact the Council for prices

Trade Dry Recycling Sacks for Use in Containers Only

Purple sacks - 400 sacks per box.	Box	O	D				
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Exempt for publication - please contact the Council for prices

Trade Food Waste

140 litre bin	Per Lift	O	D				
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Exempt for publication - please contact the Council for prices

Events - Residual Waste (Maximum hire 5 days - one collection)

1100 litre Container	Per Lift	O	D				
770 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				

Exempt for publication - please contact the Council for prices

Events - Dry Recycling (Maximum hire 5 days)

1100 litre Container	Per Lift	O	D				
770 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				

Exempt for publication - please contact the Council for prices

Events - Glass (Maximum hire 5 days)

1100 litre Bin	Per Lift	O	D				
360 litre bin		O	D				
240 litre Bin		O	D				

Exempt for publication - please contact the Council for prices

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Environment, Enforcement & Housing Committee
Service Area: Environmental Health

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

Charges have not been increased by a set percentage, instead charges have been increased based on the cost of delivering the service to ensure full cost recovery.

Justification for revised charge (compared to previous year)

Increase reflects the increase to costs for supplying the service

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Fees have been benchmarked against the following local authorities Chelmsford, Basildon and Thurrock. The proposed Fees and charges are deemed average within the benchmarking exercise. Most fees are statutory and remaining fees increased by 1.9% rounded to nearest pound.

If significant change in charge, what consultation was undertaken with the general public?

N/a

Expected budgeted income

£4,500

**ENVIRONMENT, ENFORCEMENT AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2021-March 2022 Excl VAT	Inc VAT	April 2022-March 2023 Excl VAT	Inc VAT

SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES & CORPORATE ENFORCEMENT

SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES & CORPORATE ENFORCEMENT

Dog Control

Statutory Seizure Fee	O	S	25.00	25.00	25.00	25.00
Dog Warden Collection Costs	O	D	72.00	72.00	73.00	73.00
Kennelling Costs (per day charged by Kennel)	O	D	15.00	15.00	15.00	15.00

Other charges

Contaminated Land Search Enquiries	O	D	117.00	117.00	119.00	119.00
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Pollution Prevention and Control Act 1999*

<i>* Note these fees are set by DEFRA and are usually published after 1 April. Therefore fees from 1 April 2022 are subject to change</i>						
Standard Process	O	S	1,650.00	1,650.00	1,650.00	1,650.00
Reduced fee activities	O	S	99.00	99.00	99.00	99.00
Mobile screening and crushing plant	O	S	1,650.00	1,650.00	1,650.00	1,650.00

Annual Subsistence Charge*

<i>* Note these fees are set by DEFRA and are usually published after 1 April. Therefore fees from 1 April 2022 are subject to change</i>						
Standard process Low Risk	O	S	772.00	772.00	772.00	772.00
Standard process Medium Risk	O	S	1,161.00	1,161.00	1,161.00	1,161.00
Standard process High Risk	O	S	1,747.00	1,747.00	1,747.00	1,747.00
Reduced fee activities Low Risk	O	S	79.00	79.00	79.00	79.00
PVR I & II combined	O	S	113.00	113.00	113.00	113.00
Mobile screening and crushing plants	O	S	646.00	646.00	646.00	646.00

Fixed Penalty Notices - Statutory Charge (Fee Range - S represents Upper Limit)

ASB, Crime and Policing Act 2014

Breach of Community Protection Notice	O	S	100.00	100.00	100.00	100.00
Early payment	O	S/D	75.00	75.00	75.00	75.00
Breach of Public Spaces Protection Order	O	S	100.00	100.00	100.00	100.00
Early payment	O	S	75.00	75.00	75.00	75.00

Environmental Protection Act 1990/ Clean Neighbourhoods & Env Act 2005

Failure to provide a waste transfer note	O	S	300.00	300.00	300.00	300.00
Littering						
* Full penalty	O	S	150.00	150.00	150.00	150.00
* Early payment	O	S	75.00	75.00	75.00	75.00
Unauthorised distribution of free literature						
* Full penalty	O	S	150.00	150.00	150.00	150.00
* Early payment	O	S	50.00	50.00	50.00	50.00
Domestic waste receptacle offences						
* Full penalty	O	S	80.00	80.00	80.00	80.00
* Early payment	O	S	60.00	60.00	60.00	60.00
* Dog control offences	O	S	80.00	80.00	80.00	80.00
Alarm noise - failure to nominate key-holder or to notify local authority key-holder's details	O	S	80.00	80.00	80.00	80.00
Nuisance parking						
* Full penalty	O	S	100.00	100.00	100.00	100.00
* Early payment	O	S	60.00	60.00	60.00	60.00
Abandoning a vehicle						
* Full penalty	O	S	200.00	200.00	200.00	200.00
* Early payment	O	S	120.00	120.00	120.00	120.00
Industrial and commercial waste receptacle offences						
* Full penalty	O	S	110.00	110.00	110.00	110.00
* Early payment	O	S	75.00	75.00	75.00	75.00
Fly-tipping	O	S	400.00	400.00	400.00	400.00
Littering from vehicles						
* Full penalty	O	S/D	150.00	150.00	150.00	150.00
* Early payment	O	S/D	75.00	75.00	75.00	75.00
Abandoned shopping trolleys						
Seizure fee	O	S/D	40.00	40.00	40.00	40.00
Storage fee (per week or part thereof)	O	S/D	10.00	10.00	10.00	10.00
Delivery fee	O	S/D	30.00	30.00	30.00	30.00

Anti-social Behaviour Act 2003

Graffiti						
* Full penalty	O	S/D	150.00	150.00	150.00	150.00
* Early payment	O	S/D	50.00	50.00	50.00	50.00
Fly posting						
* Full penalty	O	S/D	150.00	150.00	150.00	150.00
* Early payment	O	S/D	50.00	50.00	50.00	50.00
High Hedge Complaint	O	S	500.00	500.00	500.00	500.00

Noise Act 1996

Noise exceeding permitted level - domestic premises						
* Full penalty	O	S/D	110.00	110.00	110.00	110.00
* Early payment	O	S/D	75.00	75.00	75.00	75.00
Noise exceeding permitted level - licensed premises						
* Full penalty	O	S/D	500.00	500.00	500.00	500.00

* Levels set by Environment and Enforcement Committee July 2018

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Community, Health and Housing
Service Area: Housing standards

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

Charges have not been increased by a set percentage, instead charges have been increased based on the cost of delivering the service to ensure full cost recovery.

Justification for revised charge (compared to previous year)

Increase reflects the increase to costs for supplying the service

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Fees have been benchmarked against the following local authorities Chelmsford, Basildon and Thurrock. The proposed Fees and charges are deemed average within the benchmarking exercise. Fees rounded up or down to nearest pound

If significant change in charge, what consultation was undertaken with the general public?

N/A

Expected budgeted income

£4,000

**ENVIRONMENT, ENFORCEMENT AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2021-March 2022		CHARGES April 2022-March 2023	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES

CHARGING AREA: HOUSES IN MULTIPLE OCCUPATION AND HOUSING ACT NOTICES

Houses in Multiple Occupation

New licence - 5 years	O	D	873.00	873.00	890.00	890.00
Renewal of licence - 5 years	O	D	592.00	592.00	603.00	603.00

Housing Act Notices

Issuing notices under Housing Acts	O	D	239.00	239.00	244.00	244.00
Immigration Survey checks	O	D	84.00	84.00	86.00	86.00

12.5

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Environment, Enforcement & Housing
Service Area: Street Naming & Numbering

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

Charging for the Street Naming and Numbering services may be applied under Section 93 of the Local Government Act 2003. These charges should not exceed the cost of providing the service. Therefore the charges are applied to recover the costs of providing the service and no more.

Proposed change in fee/charge from previous year (%)

The increase proposed is 5% in line with the council's corporate increase regarding fees & charges. This is based on the forecast CPI inflation increase for 22/23

Justification for revised charge (compared to previous year)

Increase reflects the increase to costs for supplying the service

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Fees have been benchmarked against the following local authorities Chelmsford, Basildon, Thurrock, Southend and Harlow. The proposed Fees and charges are deemed average within the benchmarking exercise

If significant change in charge, what consultation was undertaken with the general public?

N/A

Expected budgeted income

£10,000 to 20,000

**ENVIRONMENT, ENFORCEMENT AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2021-March 2022		CHARGES April 2022-March 2023	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: STREET SERVICES

CHARGING AREA: STREET NAMING & NUMBERING

Address Change Charges

Renaming/renumbering per property	OS	D	62.00	62.00	65.00	65.00
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Developer Charges

Naming of street – per street	OS	D	104.00	104.00	109.00	109.00
Numbering of development plots	OS	D	78.00	78.00	82.00	82.00
Numbering of development plots 2-10 units	OS	D	151.00	151.00	159.00	159.00
Numbering of development plots over 10 units	OS	D	151.00 + £32 per extra unit	159.00 + £34 per extra unit		

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Environment, Enforcement & Housing
Service Area: Homelessness

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

Accommodation providers have kept rates stable this year and we have not experienced an increase. An amendment to range has been adopted as realistic to current market range.

Justification for revised charge (compared to previous year)

Charges to remain the same in line with accommodation rates.

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Charges are benchmarked against accommodation rates. Bench marking to other authorities not appropriate as costs are lead by accommodation providers and housing benefit calculations for amenity charges.

If significant change in charge, what consultation was undertaken with the general public?

N/A

Expected budgeted income

£90,200

**ENVIRONMENT, ENFORCEMENT AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2021-March 2022		CHARGES April 2022-March 2023	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOMELESSNESS

CHARGING AREA: RECHARGES TO TENANTS

Recharges to Tenants

Daily Bed and Breakfast Room Charge	(Cost price) (Access to Shared kitchen for cooking, No Breakfast	O	D	£25 - £85	£25 - £85	£35 - £90	£35 - £90
Amenity charge - 1 person Household per day		O	S	2.89	2.89	3.50	3.50
Additional persons per person - per day		O	S	0.48	0.48	0.57	0.57
Amenity charge - 1 person Household per day	(Breakfast only)	O	S	2.89	2.89	3.44	3.44
Additional persons per person - per day		O	S	0.48	0.48	0.51	0.51
Amenity charge - 1 person Household per day	(Access to Shared kitchen for cooking and Breakfast)	O	S	2.89	2.89	4.01	4.01
Additional persons per person - per day		O	S	0.48	0.48	1.08	1.08
Removals	Minimum	S	D	Cost Price	Cost Price	Cost Price	12.50
Furniture		S	D	Cost Price	Cost Price	Cost Price	Cost Price
Storage - Homeless	per square foot	S	D	Cost Price	Cost Price	Cost Price	Cost Price

* Amenity Charges based on 21/22 Housing Benefit Ineligible charges

Heating/Hot Water - £2.93 per day

Shared kitchen/cooking facilities - .57p per day

Breakfast - .51p per day

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Environment, Enforcement & Housing
Service Area: HRA Estates

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

increases that are for costs derived from SOR codes are based on 3.1% as this is the increase for the Axis contract. Garage and car space costs increased by 2%. Most costs round to nearest 50P. Garage costs rounded to nearest 5p.

Justification for revised charge (compared to previous year)

Increase reflects the increase to costs for supplying the service

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

fees are derived from SOR costs of the Axis contract so no benchmarking has taken place.

If significant change in charge, what consultation was undertaken with the general public?

N/A

Expected budgeted income

£327,310

**ENVIRONMENT, ENFORCEMENT AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2021-March 2022		CHARGES April 2022-March 2023	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: ESTATES & SHELTERED

Housing Estates

Storage - Evictions	Per week	O	D	12.00	12.00	12.00	12.00
Copying of Housefile		O	D	10.00	10.00	10.00	10.00
Copying of Tenancy Agreement		O	D	10.00	10.00	10.00	10.00
Garage Clearance		S	D	205.00	246.00	211.66	254.00
Property Clearance 1 or 2 Beds		S	D	205.00	246.00	211.66	254.00
Property Clearance 3 or 4 Beds		S	D	409.17	491.00	422.08	506.50
Bulk Waste Removal per item	Min 2 items	O	D	11.50	11.50	12.00	12.00

Tenancy Management

Court Costs	Average	O	D	376.00	376.00	376.00	12.50
Gas Servicing Warrant Fee		O	D	20.00	20.00	20.00	20.00
Gas Servicing Warrant Enforcement		S	D	35.00	42.00	35.00	42.00
Forced entry		S	D	98.33	118.00	101.66	122.00
Administration Charge		S	D	10.00	12.00	10.00	12.00
Non-return of Gas/Electric Keys and Cards		O	D	186.00	186.00	186.00	186.00

Garage Rental Fees Per Week

Car spaces & Car Ports

Car Space Council Tenant		O	D	1.90	1.90	1.95	1.95
Car Space Private (NCT)		O	D	2.60	2.60	2.65	2.65
Car Space Leaseholder		O	D	2.20	2.20	2.25	2.25

Garages

Garage Council Tenant		O	D	8.90	8.90	9.10	9.10
Garage Private (NCT)		S	D	12.00	14.40	12.25	14.70
Garage Charities		O	D	12.00	12.00	12.25	12.25
Garage Leasehold		E	D	10.40	10.40	10.60	10.60
Garage Commercial		S	D	22.20	26.60	22.58	27.10

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Environment, Enforcement & Housing
Service Area: HRA Repairs

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

Charges have not been increased by a set percentage, instead charges have been increased based on the cost of delivering the service to ensure full cost recovery.

Justification for revised charge (compared to previous year)

Increase reflects the increase to costs for supplying the service. VAT Costs are rounded up to the next pound and net calculated. This to ensure ease of payment with a full amount. Key Fob prices to the nearest 50P

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Fees taken from SOR Axis our housing contractor

If significant change in charge, what consultation was undertaken with the general public?

N/A

Expected budgeted income

Zero

**ENVIRONMENT, ENFORCEMENT AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2021-March 2022 Excl VAT	Inc VAT	April 2022-March 2023 Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: REPAIRS

Note: Pricing Mechanism: Cost Price - 10% rounded to the nearest £5 the % reduction will reduce by 5% each year until the full cost is recovered (2022 - 2023)

Rechargeable Repairs

Replacement Key/Key Fob		S	D	10.00	12.00	12.08	14.50
Lock Change - Dwelling:Gain Access – 1 Door ref: 396001	new	S		-	-	62.50	75.00
Lock:Full Lock Change – Front Door ref: 390929		S	D	105.83	127.00	110.00	132.00
Opening:Board Up With 12mm Sterling or Plywood ref: 397001	new	S		-	-	32.50	39.00
Single Glaze 6mm Window Replacement upto 1 Square Metre ref: 515013		S	D	76.67	92.00	120.83	145.00
Single Glaze 6mm Window Replacement over 1 Square Metre ref: 515015		S	D	119.17	143.00	128.33	154.00
Double Glazed Window Replacement upto 1 Square Metre ref: 556005		S	D	175.00	210.00	205.00	246.00
Double Glazed Window Replacement over 1 Square Metre ref: 556007		S	D	175.00	210.00	210.00	252.00
Internal Fire door Replacement 1/2hr (less stops or frame) ref: 330013		S	D	251.67	302.00	179.17	215.00
External Timber Door Replacement Panelled or Glazed Front Door ref: 321107		S	D	840.00	1,008.00	10.42	12.50
Renew Internal Ply Flush Door Ref: 330001	new			-	-	146.67	176.00
Paint Pack Dulux - 2 bed		S	D	98.33	118.00	230.00	276.00
Correction of Unauthorised Alterations (Where Tenants have conducted works without the permission of the Council and retrospective permission can not be granted)		S	D	Cost Price Cost Price Less 5%	Cost Price Cost Price Less 5%	Cost Price Cost Price Less 5%	Cost Price Cost Price Less 5%
Any other repair deemed re-chargeable		S	D				
Drain:Jet Blockage (per hour) ref: 039004	new	S	D	-	-	80.00	96.00
Drain:Rod Blockage ref: 039006	new	S	D	-	-	30.83	37.00
Burst:Repair Burst Pipe ne 28MM ref: 640001	new	S	D	-	-	60.83	73.00

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Environment, Enforcement & Housing
Service Area: HRA Special services

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

Charges have not been increased by a set percentage, instead charges have been increased based on the cost of delivering the service to ensure full cost recovery.

Justification for revised charge (compared to previous year)

Increase reflects the increase to costs for supplying the service, Benchmarking has been undertaken and our costs for 2021/22 are similar to our neighbouring authority.

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Fees have been benchmarked against the Basildon Council, attempts have been made to contact Thurrock & Chelmsford, with no success. The proposed Fees and charges are deemed average within the benchmarking exercise, all costs apart from the LPE1 charge are on par with Basildon. Our LPE1 cost is higher than Basildon but this may be comparable with the market value of our properties due to the borough's higher desirability.

If significant change in charge, what consultation was undertaken with the general public?

None required, proposed increase inline with Council's corporate increase and rounded to nearest 50p

Expected budgeted income

Minimal

**ENVIRONMENT, ENFORCEMENT AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2021-March 2022		CHARGES April 2022-March 2023	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: LEASEHOLDERS

Leaseholders

Leasehold Information Pack (LPE1)	S	D	130.00	156.00	132.47	159.00
Leasehold Alterations Consent	S	D	130.00	156.00	132.47	159.00
Leasehold property valuations (request for amendment)	S	D	Cost Price	Cost Price	Cost Price	Cost Price
Registration of Notices	O	D	57.00	57.00	57.00	57.00
Lease Extension or Enfranchisement	S	D	785.00	942.00	799.92	960.00
Lease Variation	S	D	383.33	460.00	390.61	469.00
Registration Fee for Charge (If lease rate is different this will be charged instead of the standard fee)	S	D	35.83	43.00	36.51	44.00
Letter of Postponement of Discount Charge to enable further borrowing	S	D	125.00	150.00	127.38	153.00

12.5

Sheltered Schemes

Rental of Guest Room Per Night*	S	D	8.33	10.00	8.33	10.00
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*The VAT rate for this service is currently reduced to 12.5% which runs from 1 Oct 2021 to 31 Mar 2022.

At this stage, it is expected that VAT will revert to standard rate from 1 April 2021 dependent on government decision.