

## Draft Fees & Charges 2022/23

### 1. Background

- 1.1 Councils 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, councils have the discretion to determine whether charging is appropriate, and the level at which charges are set.

### 2. Introduction

- 2.1 This report focuses on discretionary fees and charges for 2022/23, with detailed proposals for both the Council's General Fund and the ring-fenced Housing Revenue Account (HRA).
- 2.2 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.
- 2.3 The Medium-Term Financial Plan (MTFP) 2022/23 to 2026/27 adopted by Cabinet in October 2021 agreed to an assumed average increase of 2.0% in General Fund fees and charges for 2022/23 (excluding Car Park charges) which, given the prevalence of statutory fees and charges, also assumed that some discretionary fees and charges would need an increase beyond that level. The most notable HRA charge is driven by inflation in accordance with the Government's Rent Standard (April 2020).

### 3. General Fund Fees & Charges (excluding Car Parking)

- 3.1 Senior officers across the Council's General Fund services have reviewed the discretionary fees and charges within their individual service areas taking account of a range of factors including Council priorities, cost recovery, anticipated inflationary pressure, comparative prices and service demand. Consultation with the Stronger Council Select Committee has also taken place on 18th January 2022. This has resulted in a list of proposed fees and charges for 2022/23 (presented in **Annex C1**), which are set alongside the current fees and charges 2021/22 to aid comparison.
- 3.2 No increases are proposed in many fees and charges for 2022/23, which reflects the relatively high proportion of statutorily determined items. However, a range of increases are proposed, mostly relatively small and below the rate of inflation (the CPI inflation rate for December 2021 was 5.4%), although in some areas, proportionately larger increases are proposed for a variety of specific factors (especially where full cost recovery is not being achieved based on current prices).

### 4. Car Parking Charges

- 4.1 Off Street Parking tariffs in the district have not increased since 2015. A review of tariffs has been undertaken to ensure that they remain at a level that supports the operation of the district's Car Parks and assists with budget pressure created by the pandemic. The review has also considered the Climate Change Action Plan and the need to reduce the carbon footprint and improve air quality in Epping Forest, whilst simultaneously balancing the need to maintain and promote the vitality of our town centres.

- 4.2 An initial report on the outcome of the review was presented for scrutiny to the Stronger Place Select Committee on 4th November 2021, and Cabinet approved an updated report on 6th December 2022 in the light of scrutiny and other feedback.
- 4.3 The key proposal is the creation of uniform Car Parking tariffs as follows:
- 30-minute tariff; increase from 20p to 30p
  - 1-hour tariff; increase from 80p/90p to £1-00; and
  - 2-hour tariff; increase from £1.60/£1.80 to £2-00.
- 4.4 The new tariff structure is expected to generate additional income of £158,000 annually; this will help towards addressing the budget gap whilst protecting wider Council services (one-off implementation costs of £40,000 will reduce the income yield to £118,000 in 2022/23). The full Car Parking tariff proposals are summarised at **Annex C2**.

## **5. Housing Revenue Account (HRA) Fees & Charges**

- 5.1 A summary of miscellaneous fees and charges proposed for the Council's HRA is attached at **Annex C3**. An increase of 5.0% is suggested in most cases, although some items are frozen at 2021/22 prices.

### Housing Rents

- 5.2 Social housing rents are set according to the Government's National Social Rent Policy (NSRP) and the Welfare Reform and Work Act 2016. The NSRP came into effect from 1st April 2020, allowing average rents to increase by up to CPI plus 1%, until 1st April 2024. The policy is further confirmed in the Regulator of Social Housing's (RSH) Rent Standard, which applies to all social housing providers, including local authorities.
- 5.3 In accordance with the Rent Standard, the applicable inflation rate is the September 2021 CPI rate of 3.1%. Therefore, applying the 'CPI plus 1.0%' formula, results in a **recommended average rent increase of 4.1% for 2022/23 (equating to a weekly increase of £4.12; increasing the average weekly rent from £101.64 to £105.76)**. This is the current assumption within the Council's emerging HRA Business Plan (with future rent increases also assumed to follow the Rent Standard).

**Annex C1: Draft General Fund Fees & Charges (excluding Car Parks) 2022/23**

Draft Fees & Charges Summary 2022/23								
Description of Charge	2021/22	2022/23					Change	
	Gross	Net	VAT			Gross	%	
	£'s	£'s	%	Cat	£'s	£'s		
<b>Customer Services</b>								
<b>Customer/Revenues and Benefits</b>								
Summons costs (Council Tax & NDR)	65	80	0%	O	-	80	23%	
Liability Order costs (Council Tax & NDR)	30	15	0%	O	-	15	-50%	
<b>Commercial &amp; Technical</b>								
<b>Commercial &amp; Regulatory Services / North Weald Airfield</b>								
HGV Training – pay as you go	79	69	20%	S	14	83	5%	
HGV Training – monthly fee	1,140	979	20%	S	196	1,174	3%	
Driving Schools – full day	328	281	20%	S	56	338	3%	
Driving Schools – half day	229	196	20%	S	39	235	3%	
Driving Experience Days	475	408	20%	S	82	489	3%	
Driving Schools – emergency services	113	103	20%	S	21	124	10%	
Driving Schools – ATC full day	152	130	20%	S	26	156	3%	
Driving Schools – ATC ½ day	101	86	20%	S	17	104	3%	
Driving Schools – City TM	165	142	20%	S	28	170	3%	
Motorsport Sprints	945	811	20%	S	162	974	3%	
Filming / Photoshoots – static full day	795	695	20%	S	139	834	5%	
Filming / Photoshoots – static half day	476	409	20%	S	82	490	5%	
Filming / Photoshoots – moving full day	1,114	974	20%	S	195	1,169	5%	
Filming / Photoshoots – moving half day	636	557	20%	S	111	668	5%	
Meeting Room Hire – full day	191	164	20%	S	33	197	3%	
Meeting Room – half day	128	110	20%	S	22	132	3%	
Meeting Room – EFDC full day	70	62	20%	S	12	74	6%	
Meeting Room -EFDC half day	50	31	20%	S	22	53	6%	
<b>Grounds Maintenance</b>								
Programmed Maintenance - All Saints Church, Chigwell	8,502	7,085	20%	S	1,417	8,502	0%	
Grass cutting - Copped Hall	177	147	20%	S	29	177	0%	
Grass cutting - Debden Sports Club	2,314	175	20%	S	35	2,314	0%	
Grass cutting - Epping Archers	273	22	20%	S	4	273	0%	
Bed Maintenance - Epping Upland PC	177	148	20%	S	30	177	0%	
Grass cutting - Village greens	1,309	1,090	20%	S	218	1,309	0%	
Grass cutting - Loughton Football Club	523	43	20%	S	9	523	0%	
Grass cutting - N/Weald Village Hall	436	61	20%	S	12	436	0%	
Grass cutting - St John's Church, Loughton	2,909	355	20%	S	71	2,909	0%	
Programmed Maintenance - St Mary's Church, Chigwell	10,581	8,818	20%	S	1,764	10,581	0%	
Grass cutting - Theydon Bois P.C.	1,205	287	120%	S	57	1,205	0%	
Grass cutting - Theydon Bois Cemetery	957	228	220%	S	46	957	0%	
Grass cutting - Theydon Bois Cemetery entrance	106	33	320%	S	7	106	0%	
Grave reinstatement - Theydon Bois Cemetery	230	12	20%	S	2	230	0%	
Grass cutting - Loughton Lane	114	36	20%	S	7	114	0%	
Grass cutting - Piercing Hill	114	36	20%	S	7	114	0%	
Grass cutting - Bloody Meadows	227	71	20%	S	14	227	0%	
Grass cutting - Thrifts Hall Farm	683	213	20%	S	43	683	0%	
<b>Training</b>								
Basic Food Hygiene Course - Basic Food Hygiene Course	75	75	0%	O	-	75	0%	
Basic Food Hygiene Course - 6 courses, 10 per course	65	65	0%	O	-	65	0%	
Food Hygiene Re-rating visits	200	200	0%	O	-	200	0%	
Special Treatments - Premises	180	200	0%	O	-	200	11%	
Special Treatments - Person	97	150	0%	O	-	150	54%	
<b>Animal Welfare</b>								
Animal Boarding - Star rated	365	379	0%	O	-	379	4%	
Dog Breeding – Star rated	365	379	0%	O	-	379	4%	
Pet Shop – Star rated	365	379	0%	O	-	379	4%	
Dangerous Wild Animals – Star rated	365	379	0%	O	-	379	4%	
Riding Establishment – Star rated	365	379	0%	O	-	379	4%	
Dog Home Boarding Fee – Star rated	253	263	0%	O	-	263	4%	
Doggy Day Care	253	263	0%	O	-	263	4%	
Zoos	570	593	0%	O	-	593	4%	
Variations applicable to all	132	137	0%	O	-	137	4%	
<b>Hackney Carriage/Private Hire</b>								
New Annual Vehicle Licence - For new vehicles £30 plate deposit	277	277	0%	O	-	277	0%	
Annual vehicle Licence renewal	277	277	0%	O	-	277	0%	
Annual Drivers Licence - (3 year licence)	228	228	0%	O	-	228	0%	
Replacement Vehicle Plate	30	30	0%	O	-	30	0%	
Replacement Driver Badge	10	10	0%	O	-	10	0%	
Duplicate Paper Licence	7	7	0%	O	-	7	0%	
Drivers Test	21	21	0%	O	-	21	0%	
Drivers Re-sit of Test	21	21	0%	O	-	21	0%	

Description of Charge	2021/22	2022/23					Change
	Gross	Net	VAT			Gross	%
	£'s	£'s	%	Cat	£'s	£'s	
<b>Private Hire Operators</b>							
Annual Operator Licence (1 vehicle only)	105	105	0%	O	-	105	0%
Annual Operators (> 1 vehicle)	405	405	0%	O	-	405	0%
Transfer of Vehicle Licence	66	66	0%	O	-	66	0%
Plate Exemption	-	-	0%	O	-	-	-
<b>Gambling Act 2005</b>							
Betting Premises (not tracks) new application	1,220	1,220	0%	O	-	1,220	0%
Betting Premises (not tracks) annual fee	600	600	0%	O	-	600	0%
Betting Premises (not tracks) application to vary	1,000	1,000	0%	O	-	1,000	0%
Betting Premises (not tracks) application to transfer	300	300	0%	O	-	300	0%
Betting Premises (not tracks) application for re-instatement	600	600	0%	O	-	600	0%
Betting Premises (not tracks) application for provisional statement	1,220	1,220	0%	O	-	1,220	0%
Adult Gaming Centre new application	1,000	1,000	0%	O	-	1,000	0%
Adult Gaming Centre annual fee	500	500	0%	O	-	500	0%
Adult Gaming Centre application to vary	1,000	1,000	0%	O	-	1,000	0%
Adult Gaming Centre application to transfer	300	300	0%	O	-	300	0%
Adult Gaming Centre application for re-instatement	500	500	0%	O	-	500	0%
Adult Gaming Centre application for provisional statement	1,000	1,000	0%	O	-	1,000	0%
Bingo Premises Licence	1,250	1,250	0%	O	-	1,250	0%
Bingo Premises annual fee	630	630	0%	O	-	630	0%
Bingo Premises application to vary	625	625	0%	O	-	625	0%
Bingo Premises application to transfer	300	300	0%	O	-	300	0%
Bingo Premises application for re-instatement	630	630	0%	O	-	630	0%
Bingo Premises application for provisional statement	1,250	1,250	0%	O	-	1,250	0%
Betting Premises Track Licence new application	1,300	1,300	0%	O	-	1,300	0%
Betting Premises Track Licence annual fee	630	630	0%	O	-	630	0%
Betting Premises Track Licence application to transfer	625	625	0%	O	-	625	0%
Betting Premises Track Licence application for re-instatement	630	630	0%	O	-	630	0%
Betting Premises Track Licence application for provisional statement	1,300	1,300	0%	O	-	1,300	0%
<b>Gambling Act 2005 Permits</b>							
FEC Gaming Machine app. Fee, and renewal fee	300	300	0%	O	-	300	0%
Price Gaming app fee and renewal fee	300	300	0%	O	-	300	0%
Alcohol Licences Premises - Notification of 2 or less machines app fee	50	50	0%	O	-	50	0%
Alcohol Licences Premises - More than 2 machines app fee	150	150	0%	O	-	150	0%
Alcohol Licences Premises - More than 2 machines: annual fee	50	50	0%	O	-	50	0%
Club Gaming Permit app fee	200	200	0%	O	-	200	0%
Club Gaming Permit: annual fee	50	50	0%	O	-	50	0%
Club Gaming Machine Permit App. Fee and same for renewal	50	50	0%	O	-	50	0%
Club Fast-track for Gaming Permit or Gaming Machine Permit: App fee	100	100	0%	O	-	100	0%
Club Fast-track for Gaming Permit or Gaming Machine Permit: annual fee	50	50	0%	O	-	50	0%
Small Society Lottery Registration: App fee	40	40	0%	O	-	40	0%
Small Society Lottery Registration: annual fee	20	20	0%	O	-	20	0%
<b>Permit – Miscellaneous fees</b>							
FEC Permits: name change	25	25	0%	O	-	25	0%
FEC Permits: permit copy	15	15	0%	O	-	15	0%
Prize Gaming Permits: name change	25	25	0%	O	-	25	0%
Prize Gaming Permits: permit copy	15	15	0%	O	-	15	0%
Alcohol Licences Premises - more than 2 machines: name change	25	25	0%	O	-	25	0%
Alcohol Licences Premises - more than 2 machines: permit copy	15	15	0%	O	-	15	0%
Club Gaming Permit: name change	25	25	0%	O	-	25	0%
Club Gaming Permit: permit copy	15	15	0%	O	-	15	0%
Club Gaming Machine Permit: name change	50	50	0%	O	-	50	0%
Club Gaming Machine Permit: permit copy	15	15	0%	O	-	15	0%
Small Society Lottery Registration: name change	40	40	0%	O	-	40	0%
Small Society Lottery Registration: permit copy	20	20	0%	O	-	20	0%
<b>Miscellaneous</b>							
Sex Shops and Cinemas	600	624	0%	O	-	624	4%
Sexual Entertainment Venues	4,425	4,425	0%	O	-	4,425	0%
Street Trading Consents	430	447	0%	O	-	447	4%
Scrap Metal Site 3 yr licence	437	454	0%	O	-	454	4%
Scrap Metal Dealer 3 yr licence	262	272	0%	O	-	272	4%
Road Closure Notices	194	202	0%	O	-	202	4%
Temporary Pavement Licence	100	100	0%	O	-	100	0%
<b>Community Resilience</b>							
Provision of CCTV for Insurance Purposes/Solicitors	120	125	0%	Z	-	125	0%

Attachment 1c - Appendix C

Description of Charge	2021/22	2022/23					Change
	Gross	Net	VAT		Gross	%	
	£'s	£'s	%	Cat	£'s		
<b>Special collections</b>							
<b>Units</b>							
1 to 3	27.60	24.17	20%	S	4.83	29.00	5%
4 to 7	41.65	36.44	20%	S	7.29	43.73	5%
8 to 10	55.00	48.13	20%	S	9.63	57.75	5%
11 to 15	70.00	61.25	20%	S	12.25	73.50	5%
Over 15	Contact us for price						
<b>Special collections - over 60's</b>							
<b>Units</b>							
1 to 3	13.80	12.08	20%	S	2.42	14.50	5%
4 to 7	20.80	18.20	20%	S	3.64	21.84	5%
8 to 10	27.60	24.17	20%	S	4.83	29.00	5%
11 to 15	35.00	30.63	20%	S	6.13	36.75	5%
Over 15	Contact us for price						
<b>Trade Waste</b>							
<b>Refuse (bin sizes)</b>							
240	9.48	10.00	0%	Z	0.00	10.00	5%
360	10.88	11.42	0%	Z	0.00	11.42	5%
660	14.36	15.07	0%	Z	0.00	15.07	5%
1100	18.78	19.72	0%	Z	0.00	19.72	5%
<b>Recycling (bin sizes)</b>							
240	7.26	7.62	0%	Z	0.00	7.62	5%
360	8.04	8.44	0%	Z	0.00	8.44	5%
660	9.20	9.66	0%	Z	0.00	9.66	5%
1100	11.18	11.74	0%	Z	0.00	11.74	5%
<b>Food (bin sizes)</b>							
240	7.91	8.30	0%	Z	0.00	8.30	5%
360	8.64	9.07	0%	Z	0.00	9.07	5%
660	10.10	10.61	0%	Z	0.00	10.61	5%
1100	N/A						
<b>Glass (bin sizes)</b>							
240	7.11	7.47	0%	Z	0.00	7.47	5%
360	7.85	8.24	0%	Z	0.00	8.24	5%
660	8.90	9.35	0%	Z	0.00	9.35	5%
1100	10.71	11.25	0%	Z	0.00	11.25	5%
<b>Private Sector Housing Grants</b>							
<b>DFGs and HRA</b>							
Disabled Facilities Grants (paid)	126,652	126,652	0%	Z	-	126,652	
Decent Homes Loans	9,750	9,750	0%	Z	-	9,750	
<b>Private Sector Housing (Tech)</b>							
<b>Licences - HMOs (Initial &amp; Renewal): fee per licence</b>							
HMO with up to 5 units of accommodation	809	841	0%	O	-	841	4%
Renewal fee for non-compliant landlords	735	764	0%	O	-	764	4%
Renewal fee for compliant landlords	439	456	0%	O	-	456	4%
Additional units of accommodation (includes new app's and renewals)	32	33	0%	O	-	33	3%
<b>Park Homes Licensing Fees</b>							
Site licence fees - In accordance with EFDC's Fees Policy for Licensing Residential Park Home Sites	On 8 sites	3,880	3,880	0%	O	-	3,880 0%
Depositing of site rules		155	155	0%	O	-	155 0%
<b>Penalty Charges for Private Landlords</b>							
Failing to provide appropriate smoke and carbon monoxide alarms (Smoke and Carbon Monoxide Alarms)	5,000	5,000	0%	O	-	5,000	0%
Fine for Lettings Agencies and Property Agencies failing to join a Government-approved Redress Scheme	5,000	5,000	0%	O	-	5,000	0%
Civil Penalty Notice for certain Housing Act 2004 offences. See charging policy matrix for offences.	30,000	30,000	0%	O	-	30,000	0%
Energy Efficiency Private Rented Properties Regs	2,000	2,000	0%	O	-	2,000	0%
Property let with EPC below E for less than 3 months	4,000	4,000	0%	O	-	4,000	0%
Property let with EPC below E for more than 3 months	1,000	1,000	0%	O	-	1,000	0%
False or misleading information on exemption register	2,000	2,000	0%	O	-	2,000	0%
Failure to comply with compliance notice	2,000	2,000	0%	O	-	2,000	0%
<b>Property Inspections for Immigration Applications</b>							
At 20/21 flat fee charge agreed		200	200	0%	O	-	200
<b>Enforcement of Private Sector Housing Conditions- Housing Act 2004 and Mobile Homes Act 2013 (mobile home equates to 1 bed property)</b>							
<b>1 – 4 Hazards per enforcement</b>							
1 Bed Property		390	390	0%	O	-	390 nil
2 Bed Property		423	423	0%	O	-	423 nil
3 Bed Property		504	504	0%	O	-	504 0%
4 Bed Property		585	585	0%	O	-	585 0%
5 or 6 Bed Property		650	650	0%	O	-	650 0%
> 6 Bed Property or HMO		796	796	0%	O	-	796 0%
<b>5 or more Hazards</b>							
1 Bed Property		488	488	0%	O	-	488 0%
2 Bed Property		536	536	0%	O	-	536 0%
3 Bed Property		585	585	0%	O	-	585 0%
4 Bed Property		699	699	0%	O	-	699 0%
5 or 6 Bed Property		748	748	0%	O	-	748 0%
> 6 Bed Property or HMO		829	829	0%	O	-	829 0%
Works in default following enforcement	Cost of work + 30%						



Description of Charge	2021/22	2022/23					Change
	Gross	Net	VAT			Gross	%
	£'s	£'s	%	Cat	£'s	£'s	
<b>Community &amp; Wellbeing</b>							
<b>Venue Hire</b>							
The Space day rate (per hour) (30 people) Commercial	27	23	20%	S	5	28	2%
The Space day rate (per hour) (30 people) Community	16	14	20%	S	3	17	3%
The Space evening rate (per hour) (30 people) Commercial	54	46	20%	S	9	55	2%
The Space evening rate (per hour) (30 people) Community	38	32	20%	S	6	39	3%
The Space Sunday rate (per hour) (30 people) Commercial	109	93	20%	S	19	112	3%
The Space Sunday rate (per hour) (30 people) Community	88	74	20%	S	15	89	2%
Overnight hire at both museums Commercial	575	488	20%	S	98	585	2%
Tea/Coffee and Biscuits (per person)	3	3	20%	S	1	3	2%
Buffet Lunch (per person)	8	7	20%	S	1	8	2%
Limes Centre Main Hall Mon-Fri 9am-6pm Scale 1	14	12	20%	S	2	15	2%
Limes Centre Main Hall Mon-Fri 9am-6pm Scale 2 Non EFDC residents	29	24	20%	S	5	29	2%
Limes Centre Main Hall Mon-Fri 9am-6pm Scale 2 EFDC residents	23	19	20%	S	4	23	2%
Limes Centre Main Hall Mon-Fri 6pm - 10pm Scale 1	20	17	20%	S	3	20	3%
Limes Centre Main Hall Mon-Fri 6pm - 10pm Scale 2 Non EFDC residents	40	34	20%	S	7	40	2%
Limes Centre Main Hall Mon-Fri 6pm - 10pm Scale 2 EFDC residents	32	27	20%	S	5	32	2%
Limes Centre Main Hall Sat 10am-6pm Scale 1	20	17	20%	S	3	21	2%
Limes Centre Main Hall Sat 10am-6pm Scale 2 Non EFDC residents	42	36	20%	S	7	43	2%
Limes Centre Main Hall Sat 10am-6pm Scale 2 EFDC residents	33	28	20%	S	6	34	2%
Limes Centre Main Hall Sat 6pm-11pm Scale 1	32	27	20%	S	5	33	2%
Limes Centre Main Hall Sat 6pm-11pm Scale 2 Non EFDC residents	54	46	20%	S	9	55	2%
Limes Centre Main Hall Sat 6pm-11pm Scale 2 EFDC residents	44	37	20%	S	7	44	2%
Limes Centre Main Hall Sun 10am-9pm Scale 1	33	28	20%	S	6	33	2%
Limes Centre Main Hall Sun 10am-9pm Scale 2 Non EFDC residents	54	46	20%	S	9	55	2%
Limes Centre Main Hall Sun 10am-9pm Scale 2 EFDC residents	44	37	20%	S	7	44	2%
Limes Centre Activity Room Mon-Fri 9am-6pm Scale 1	10	9	20%	S	2	11	3%
Limes Centre Activity Room Mon-Fri 9am-6pm Scale 2 Non EFDC residents	22	19	20%	S	4	23	2%
Limes Centre Activity Room Mon-Fri 9am-6pm Scale 2 EFDC residents	17	15	20%	S	3	18	3%
Limes Centre Activity Room Mon-Fri 6pm - 10pm Scale 1	16	13	20%	S	3	16	3%
Limes Centre Activity Room Mon-Fri 6pm - 10pm Scale 2 Non EFDC residents	27	23	20%	S	5	28	2%
Limes Centre Activity Room Mon-Fri 6pm - 10pm Scale 2 EFDC residents	22	19	20%	S	4	23	2%
Limes Centre Activity Room Sat/Sun 10am-6pm Scale 1	17	14	20%	S	3	17	3%
Limes Centre Activity Room Sat/Sun 10am-6pm Scale 2 Non EFDC residents	28	24	20%	S	5	29	2%
Limes Centre Activity Room Sat/Sun 10am-6pm Scale 2 EFDC residents	22	19	20%	S	4	23	2%
Limes Centre Activity Room Sat/Sun 6pm-11pm Scale 1	23	19	20%	S	4	23	2%
Limes Centre Activity Room Sat/Sun 6pm-11pm Scale 2 Non EFDC residents	33	28	20%	S	6	34	2%
Limes Centre Activity Room Sat/Sun 6pm-11pm Scale 2 EFDC residents	27	23	20%	S	5	28	2%
Limes Centre Meeting Room Mon-Fri 9am-6pm Scale 1	7	6	20%	S	1	7	4%
Limes Centre Meeting Room Mon-Fri 9am-6pm Scale 2 Non EFDC residents	13	11	20%	S	2	13	2%
Limes Centre Meeting Room Mon-Fri 9am-6pm Scale 2 EFDC residents	11	9	20%	S	2	11	2%
Limes Centre Meeting Room Mon-Fri 6pm - 10pm Scale 1	14	11	20%	S	2	14	2%
Limes Centre Meeting Room Mon-Fri 6pm - 10pm Scale 2 Non EFDC residents	26	22	20%	S	4	26	2%
Limes Centre Meeting Room Mon-Fri 6pm - 10pm Scale 2 EFDC residents	22	18	20%	S	4	22	2%
Limes Centre Meeting Room Sat/Sun 10am-6pm Scale 1	14	11	20%	S	2	14	2%
Limes Centre Meeting Room Sat/Sun 10am-6pm Scale 2 Non EFDC residents	27	23	20%	S	5	27	2%
Limes Centre Meeting Room Sat/Sun 10am-6pm Scale 2 EFDC residents	22	18	20%	S	4	22	2%
Limes Centre Meeting Room Sat/Sun 6pm-11pm Scale 1	18	15	20%	S	3	18	3%
Limes Centre Meeting Room Sat/Sun 6pm-11pm Scale 2 Non EFDC residents	36	30	20%	S	6	37	3%
Limes Centre Meeting Room Sat/Sun 6pm-11pm Scale 2 EFDC residents	28	24	20%	S	5	29	2%
<b>Culture and Community Programme</b>							
Family Fun Workshops and Toddler sessions	2	2	0%	X	-	2	4%
Half Day Workshops	9	9	0%	X	-	9	2%
Full day workshops	22	22	0%	X	-	22	2%
Artist-led Workshops 1.5 hrs (incl. materials)	11	11	0%	X	-	11	2%
Artist-led Workshops 2 hrs (incl. materials)	11	11	0%	X	-	11	4%
Artist-led Workshops 5 hrs/1 day (incl. materials)	22	22	0%	X	-	22	2%
Artist led – 3-day workshop	54	55	0%	X	-	55	2%
Adult Art Classes	17	17	0%	X	-	17	3%
Museum Movers	5	5	0%	X	-	5	8%
Creative Homes Arts sessions per session (incl. materials and set up, clear up time)	80	82	0%	X	-	82	2%
Creative Homes Dance sessions per session (incl. materials)	60	62	0%	X	-	62	3%





Description of Charge	2021/22	2022/23					Change
	Gross	Net	VAT			Gross	%
	£'s	£'s	%	Cat	£'s	£'s	
<b>Wellbeing Programme</b>							
Yoga Sessions - Get Active	5	5	0%	X	-	5	4%
Indoor Bowls - Get Active	5	5	0%	X	-	5	4%
David Lloyd Bowls - Get Active	5	5	0%	X	-	5	4%
Keep Fit - Get Active	5	5	0%	X	-	5	4%
Pilates - Get Active	5	5	0%	X	-	5	4%
Active Living	5	5	0%	X	-	5	4%
Strength & Balance	5	5	0%	X	-	5	4%
Lifewalks - per walk	3	3	0%	X	-	3	0%
Lifewalks - privilege card for 6 months	32	35	0%	X	-	35	9%
Lifewalks - privilege card for 12 months	62	66	0%	X	-	66	6%
Cycling for health 2 hour session	5	5	0%	X	-	5	4%
Cycling for health with bike hire 2 hour session	10	11	0%	X	-	11	12%
Cycling for health all day ride	10	10	0%	X	-	10	4%
Cycling for health all day ride with bike hire	18	20	0%	X	-	20	13%
Multi-sports/Activity Camps	21	23	0%	X	-	23	10%
Play in the Forest	4	4	0%	X	-	4	5%
After School Clubs	25	35	0%	X	-	35	40%
Walking Football	3	4	0%	X	-	4	9%
Football V Fat	4	5	0%	X	-	5	35%
Athletics/Tennis	4	4	0%	X	-	4	6%
Play in the Park (Charge for town/parish councils)	90	95	0%	X	-	95	6%
<b>Images (Private Research &amp; Commercial)</b>							
<b>Private Research:</b>							
A4 Black & White print	8	6	20%	S	1	8	3%
A4 Colour print	8	7	20%	S	1	8	3%
A4 Black and white photocopy	2	1	20%	S	0	2	3%
Digital copy, 300dpi (by email)	7	6	20%	S	1	7	3%
Digital copy, 300dpi (by email) (over 10 images)	6	5	20%	S	1	6	3%
Loans Handling Fee	105	89	20%	S	18	107	2%
<b>Exhibition Hire</b>							
Touring Exhibitions (Venues in Eastern Region) per month (minimum 2 month hire)	70	75	0%	X	-	75	7%
Touring Exhibitions (Venues outside Eastern Region) per month (minimum 2 month hire)	100	105	0%	X	-	105	5%
<b>Design Charges</b>							
Exhibition and Design Officer (per hour)	30	32	0%	Z	-	32	7%
Other Officers (per hour)	25	28	0%	Z	-	28	12%
Administrative Tasks (per hour)	15	17	0%	Z	-	17	10%
<b>Talks and Tours</b>							
1 hour daytime talk within the Epping Forest District (per group)	65	66	0%	X	-	66	2%
1 hour daytime talk outside the Epping Forest District (per group)	75	77	0%	X	-	77	2%
1 hour evening talk outside museum but within district (per group)	75	77	0%	X	-	77	2%
1 hour evening talk outside the district (per group)	86	88	0%	X	-	88	2%
1 hour daytime talk or tour (incl. Behind the Scenes), with refreshments within the museum (per pers)	7	7	0%	X	-	7	3%
1 hour evening talk or tour (incl. Behind the Scenes), with refreshments within the museum (per pers)	9	9	0%	X	-	9	2%
<b>Schools (workshops in school - Max 35 pupils per class)</b>							
<b>1 class for 1 hour</b>							
Epping Forest District Schools	48	49	0%	X	-	49	2%
Schools outside Epping Forest area	59	60	0%	X	-	60	2%
<b>2 classes on same day 2 x 1 hour</b>							
Epping Forest District Schools	75	77	0%	X	-	77	2%
Schools outside Epping Forest area	86	88	0%	X	-	88	2%
<b>3 classes on same day 3 x 1 hour</b>							
Epping Forest District Schools	102	104	0%	X	-	104	2%
Schools outside Epping Forest/Broxbourne area	113	115	0%	X	-	115	2%
<b>4 classes on same day 4 x 1 hour</b>							
Epping Forest District Schools	129	131	0%	X	-	131	2%
Schools outside Epping Forest area	140	143	0%	X	-	143	2%
<b>2 hours (half day) up to two classes</b>							
Epping Forest District Schools (Per child) minimum charge £45	5	5	0%	X	-	5	2%
Schools outside Epping Forest area (Per child) minimum charge £55	6	6	0%	X	-	6	2%
<b>4 hours (full day) up to two classes</b>							
Epping Forest District Schools (Per child) minimum charge £45	7	7	0%	X	-	7	3%
Schools outside Epping Forest area (Per child) minimum charge £55	8	8	0%	X	-	8	2%
Self guided visit - with Trail provided by EFDC	1	1	0%	X	-	1	4%
<b>School Topic Box Hire</b>							
Epping Forest Schools	48	49	0%	X	-	49	2%
Schools outside Epping Forest area	59	60	0%	X	-	60	2%
<b>*Special rate - save £10 if booked with and delivered on the same day as a workshop</b>							
<b>Homelessness (General Fund)</b>							
Bed & Breakfast – Single Room (per night)	44	45	0%	O	-	45	2%
Bed & Breakfast – Double Room (per night)	53	54	0%	O	-	54	2%

Description of Charge	2021/22	2022/23					Change
	Gross	Net	VAT			Gross	%
	£'s	£'s	%	Cat	£'s	£'s	
<b>Corporate Services</b>							
<b>Legal</b>							
Property Transactions - Redemption of Mortgages	152	155	0%	X	-	155	2%
Property Transactions - Transfers of Equity	295	300	0%	X	-	300	2%
Property Transactions - Sale of Land	650	663	0%	X	-	663	2%
Property Transactions - Repayment of Discount and Postponement of Legal Charge	433	433	0%	X	-	441	2%
Property Transactions - Deed of Release of Covenant	400	408	0%	X	-	408	2%
Property Transactions - Deed of Covenant + Application to Cancel Land Charges Entry	300	306	0%	X	-	306	2%
Property Transactions - Second Mortgage Questionnaires	120	122	0%	X	-	122	2%
Property Transactions - Licence to cross land/occupy land	643	546	20%	S	109	655	2%
Property Transactions - Licences to cross housing land	324	343	0%	X	-	343	6%
<b>Leases</b>							
Shops	1,200	1,224	0%	X	-	1,224	2%
Industrial (e.g. Oakwood Hill and North Weald)	1,200	1,224	0%	X	-	1,224	2%
Leases contracted out of Landlord and Tenant Act 1954 provisions	184	187	0%	X	-	187	2%
New Lease extending Term (residential)	600	612	0%	X	-	612	2%
<b>Licences granted pursuant to a lease</b>							
To Assign (add £60.77 if surety)	1,140	968	20%	S	172	1,140	0%
For Alterations	1,140	968	20%	S	194	1,162	2%
For Change of Use	1,140	968	20%	S	194	1,162	2%
To Sublet	1,140	968	20%	S	194	1,162	2%
Deed of Surrender of Lease	1,140	968	20%	S	194	1,162	2%
Combined Surrender / Licence	1,140	968	20%	S	194	1,162	2%
Transfer of Lease and Notification of Mortgage (RTB)	84	85	20%	X	-	85	1%
For Commercial Leases	90	91	0%	X	-	91	1%
Deeds of Variation	450	459	0%	X	-	459	2%
Consent for restriction	114	97	20%	S	19	116	2%
<b>Planning Agreements</b>							
Section 106 - routine	900	918	0%	X	-	918	2%
Section 106 - Complex	Time Recorded						
Section 106 - inc minor Highways works	1,300	1,326	0%	X	-	1,326	2%
Section 106 - inc major Highways works	1,500	1,530	0%	X	-	1,530	2%
Unilateral Undertaking - routine	500	510	0%	X	-	510	2%
Unilateral Undertaking - complex	Time Recorded						
Variation / Revocation S 106 Agreement or Unilateral Undertaking	500	510	0%	X	-	510	2%
<b>Business Support</b>							
CON29R All Enquiries	73.80	61.50	20%	S	12.30	73.80	0%
CON29R Extra parcel fee	15.60	13.00	20%	S	2.60	15.60	0%
CON290 Questions 4 - 21	12.00	10.00	20%	S	2.00	12.00	0%
CON290 Questions 22 (on behalf of Essex Legal)	16.80	14.00	20%	S	2.80	16.80	0%
CON290 admin fee	18.00	15.00	20%	S	3.00	18.00	0%
Additional enquiries - per enquiry	24.00	20.00	20%	S	4.00	24.00	0%



## Attachment 1c - Appendix C

Description of Charge	2021/22		2022/23					Change	
	Gross	Net	VAT			Gross	%		
	£'s	£'s	%	Cat	£'s	£'s			
<b>Planning &amp; Development</b>									
<b>Commercial/Building Control</b>									
1 Plot (New-build houses)	755	642	20%	S	128	770	2%		
2 Plots (houses)	1,145	971	20%	S	194	1,165	2%		
3 Plots (houses)	1,585	1,346	20%	S	269	1,615	2%		
4 Plots (houses)	2,000	1,700	20%	S	340	2,040	2%		
5 Plots (houses)	2,415	2,050	20%	S	410	2,460	2%		
1 Plot (flats)	755	642	20%	S	128	770	2%		
2 Plots (flats)	1,145	971	20%	S	194	1,165	2%		
3 Plots (flats)	1,585	1,346	20%	S	269	1,615	2%		
4 Plots (flats)	2,000	1,700	20%	S	340	2,040	2%		
5 Plots (flats)	2,415	2,050	20%	S	410	2,460	2%		
Conversion to house	740	633	20%	S	127	760	3%		
Conversion to flat	610	521	20%	S	104	625	2%		
Single storey extension to dwelling not exceeding 40m <sup>2</sup>	620	546	20%	S	109	655	6%		
Single storey extension to dwelling 40-100m <sup>2</sup>	1,045	871	20%	S	174	1,045	0%		
2 or 3 storey extension to dwelling not exceeding 40m <sup>2</sup>	620	546	20%	S	109	655	6%		
2 or 3 storey extension to dwelling 40-100m <sup>2</sup>	1,045	871	20%	S	174	1,045	0%		
Garage/carport/store not exceeding 100m <sup>2</sup>	505	429	20%	S	86	515	2%		
Detached non-habitable outbuilding not exceeding 50m <sup>2</sup>	620	529	20%	S	106	635	2%		
Loft conversion to dwelling under 40m <sup>2</sup>	680	583	20%	S	117	700	3%		
Garage conversion to dwelling	370	317	20%	S	63	380	3%		
Renovation of thermal element on a dwelling	285	246	20%	S	49	295	4%		
Replacement windows/rooftlights on a dwelling	285	246	20%	S	49	295	4%		
Alterations to a dwelling under £5,000 in value	285	246	20%	S	49	295	4%		
Alterations to a dwelling £5,000-£25,000 in value	490	417	20%	S	83	500	2%		
Alterations to a dwelling £25,000 - £100,000 in value	735	625	20%	S	125	750	2%		
Non-domestic single storey extension up to 40m <sup>2</sup>	635	550	20%	S	110	660	4%		
Non-domestic single storey extension 40 – 100m <sup>2</sup>	1,030	858	20%	S	172	1,030	0%		
Non-domestic 2 or 3 storey extension under 40m <sup>2</sup>	635	550	20%	S	110	660	4%		
Non-domestic 2 or 3 storey extension 40-100m <sup>2</sup>	1,030	858	20%	S	172	1,030	0%		
Alterations to a commercial building up to £5,000 in value	285	246	20%	S	49	295	4%		
Replacement windows/doors/rooftlights to a commercial building <20 units	285	246	20%	S	49	295	4%		
Renewable Energy Systems	285	246	20%	S	49	295	4%		
Replacement shop front	285	246	20%	S	49	295	4%		
Alterations to a commercial building £5,000 - £25,000 in value	505	429	20%	S	86	515	2%		
Replacement windows/doors/rooftlights to a commercial building >20 units	330	283	20%	S	57	340	3%		
Renovation of thermal elements to a commercial building	285	246	20%	S	49	295	4%		
Raised storage platform installation	240	208	20%	S	42	250	4%		
Alterations to a commercial building £25,000 - £100,000 in value	750	642	20%	S	128	770	3%		
Fit-out of a commercial building up to 100m <sup>2</sup> floor area	285	246	20%	S	49	295	4%		
Testing and certification of Electrical work where Part P installer not used	350	292	20%	S	58	350	0%		
Retrieval of archived files (+3years old) research and reinspection	160	208	20%	S	42	250	56%		
NEW - Research, retrieval and issue of copy decision notices and certificates - emailed	-	42	20%	S	8	50	0%		
NEW - Research, retrieval and issue of copy decision notices and certificates - posted	-	46	20%	S	9	55	0%		
NEW - Letter confirming exemption from Building Regulations - emailed	-	42	20%	S	8	50	0%		
NEW - Letter confirming exemption from Building Regulations - posted	-	46	20%	S	9	55	0%		
Conservatory Roof Replacement partnership (BCR)	150	125	20%	S	25	150	0%		
<b>Planning</b>									
PPA's	140.00	125.00	20%	S	25.00	150.00	7%		
Documents requests/research	100.00	110.00	20%	S	22.00	132.00	32%		
Urgent requests (Within 48 hrs)	500.00	500.00	20%	S	100.00	600.00	20%		
Scanning Fees – Paper Applications	20.00	20.00	20%	S	4.00	24.00	20%		
Admin Charge for Section 106 Legal Agreements with requirement for financial contribution			20%	S	0.00	0.00			
Admin Charge for Section 106 Legal Agreements with no requirement for financial contribution	500.00	416.67	20%	S	83.33	500.00			
<b>Planning - Development Management</b>									
<b>Pre-Planning Applications</b>									
Written Advice Meetings: Minor 1-2 Units	420.00	375.00	20%	S	75.00	450.00	7%		
Written Advice Meetings: Minor 3-9 Units	1,260.00	1,125.00	20%	S	225.00	1,350.00	7%		
Written Advice Meetings: Major 10-19 Units	2,520.00	2,250.00	20%	S	450.00	2,700.00	7%		
Written Advice Meetings: Major 20-49 Units	5,040.00	4,500.00	20%	S	900.00	5,400.00	7%		
Written Advice Meetings: Major 50+ Units	By negotiation		20%	S	0.00	0.00			
Planning Advice Meetings: All other cases (including Listed Buildings)	140.00	125.00	20%	S	25.00	150.00	7%		
Planning Written Advice or Meeting: Discussions for a way forward following refusal of PA (minor)	140.00	125.00	20%	S	25.00	150.00	7%		
Planning Nature and Form of Meetings by Negotiation: Discussions for a way forward following refusal of PA (major)	By negotiation		20%	S	0.00	0.00	0%		
<b>Planning Application Fee</b>									
Various based on set national fees & charges	Various		20%	S	0.00				

**Annex C2: Draft Car Parking Charges 2022/23**

Attachment 1c - Appendix C

Description of Charge		2021/22		2022/23					Change	
		Gross £'s	Net £'s	%	VAT		Gross £'s	%		
					Cat	£'s				
<b>Car Parking</b>										
<b>Tariff One</b>										
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	0.20	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
The Drive, Loughton, IG10 1HW	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	0.20	0.25	20%	S	0.05	0.30	50%		
High Beech, Loughton, IG10 4HH	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	0.20	0.25	20%	S	0.05	0.30	50%		
Verre Road, Debden, IG10 3SW	08:30 - 17:30	0.20	0.25	20%	S	0.05	0.30	50%		
Burton Road South, Debden, IG10	08:30 - 17:30	0.20	0.25	20%	S	0.05	0.30	50%		
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	0.20	0.25	20%	S	0.05	0.30	50%		
Beaumont Park Drive, Bakery Close, Roydon	N/A									
<b>Tariff Two</b>										
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	0.90	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	0.90	0.83	20%	S	0.17	1.00	11%		
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	0.90	0.83	20%	S	0.17	1.00	11%		
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	0.90	0.83	20%	S	0.17	1.00	11%		
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	0.90	0.83	20%	S	0.17	1.00	11%		
The Drive, Loughton, IG10 1HW	08:00 - 18:00	0.90	0.83	20%	S	0.17	1.00	11%		
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	0.90	0.83	20%	S	0.17	1.00	11%		
High Beech, Loughton, IG10 4HH	08:00 - 18:00	0.90	0.83	20%	S	0.17	1.00	11%		
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	0.90	0.83	20%	S	0.17	1.00	11%		
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	0.80	0.83	20%	S	0.17	1.00	25%		
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	0.80	0.83	20%	S	0.17	1.00	25%		
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	0.80	0.83	20%	S	0.17	1.00	25%		
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	0.80	0.83	20%	S	0.17	1.00	25%		
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	0.80	0.83	20%	S	0.17	1.00	25%		
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	0.80	0.83	20%	S	0.17	1.00	25%		
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	0.90	0.83	20%	S	0.17	1.00	11%		
Verre Road, Debden, IG10 3SW	08:30 - 17:30	0.90	0.83	20%	S	0.17	1.00	11%		
Burton Road South, Debden, IG10	08:30 - 17:30	0.90	0.83	20%	S	0.17	1.00	11%		
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	0.90	0.83	20%	S	0.17	1.00	11%		
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	0.90	0.83	20%	S	0.17	1.00	11%		
Beaumont Park Drive, Bakery Close, Roydon	N/A									
<b>Tariff Three</b>										
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	1.80	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	1.80	1.67	20%	S	0.33	2.00	11%		
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	1.80	1.67	20%	S	0.33	2.00	11%		
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	1.80	1.67	20%	S	0.33	2.00	11%		
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	1.80	1.67	20%	S	0.33	2.00	11%		
The Drive, Loughton, IG10 1HW	08:00 - 18:00	1.80	1.67	20%	S	0.33	2.00	11%		
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	1.80	1.67	20%	S	0.33	2.00	11%		
High Beech, Loughton, IG10 4HH	08:00 - 18:00	1.80	1.67	20%	S	0.33	2.00	11%		
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	1.80	1.67	20%	S	0.33	2.00	11%		
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	1.60	1.67	20%	S	0.33	2.00	25%		
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	1.60	1.67	20%	S	0.33	2.00	25%		
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	1.60	1.67	20%	S	0.33	2.00	25%		
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	1.60	1.67	20%	S	0.33	2.00	25%		
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	1.60	1.67	20%	S	0.33	2.00	25%		
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	1.60	1.67	20%	S	0.33	2.00	25%		
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	1.80	1.67	20%	S	0.33	2.00	11%		
Verre Road, Debden, IG10 3SW	08:30 - 17:30	1.80	1.67	20%	S	0.33	2.00	11%		
Burton Road South, Debden, IG10	08:30 - 17:30	1.80	1.67	20%	S	0.33	2.00	11%		
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	1.80	1.67	20%	S	0.33	2.00	11%		
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	1.80	1.67	20%	S	0.33	2.00	11%		
Beaumont Park Drive, Bakery Close, Roydon	N/A									
<b>Tariff Four</b>										
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	3.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
The Drive, Loughton, IG10 1HW	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	3.00	2.50	20%	S	0.50	3.00	0%		
High Beech, Loughton, IG10 4HH	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	3.00	2.50	20%	S	0.50	3.00	0%		
Verre Road, Debden, IG10 3SW	08:30 - 17:30	3.00	2.50	20%	S	0.50	3.00	0%		
Burton Road South, Debden, IG10	08:30 - 17:30	3.00	2.50	20%	S	0.50	3.00	0%		
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	3.00	2.50	20%	S	0.50	3.00	0%		
Beaumont Park Drive, Bakery Close, Roydon	N/A									
<b>Tariff Five</b>										
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	4.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
The Drive, Loughton, IG10 1HW	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	4.00	3.33	20%	S	0.67	4.00	0%		
High Beech, Loughton, IG10 4HH	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	4.00	3.33	20%	S	0.67	4.00	0%		
Verre Road, Debden, IG10 3SW	08:30 - 17:30	4.00	3.33	20%	S	0.67	4.00	0%		
Burton Road South, Debden, IG10	08:30 - 17:30	4.00	3.33	20%	S	0.67	4.00	0%		
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	4.00	3.33	20%	S	0.67	4.00	0%		
Beaumont Park Drive, Bakery Close, Roydon										

Description of Charge		2021/22		2022/23				Change	
		Gross £'s	Net £'s	%	VAT		Gross £'s	%	
					Cat	£'s			
<b>Car Parking</b>									
<b>Tariff Six</b>									
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	5.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
The Drive, Loughton, IG10 1HW	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	5.00	4.17	20%	S	0.83	5.00	0%	
High Beech, Loughton, IG10 4HH	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	5.00	4.17	20%	S	0.83	5.00	0%	
Verre Road, Debden, IG10 3SW	08:30 - 17:30	5.00	4.17	20%	S	0.83	5.00	0%	
Burton Road South, Debden, IG10	08:30 - 17:30	5.00	4.17	20%	S	0.83	5.00	0%	
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	5.00	4.17	20%	S	0.83	5.00	0%	
Beaumont Park Drive, Bakery Close, Roydon	N/A	5.00	4.17	20%	S	0.83	5.00	0%	
<b>Tariff Seven</b>									
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	10.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	6.00	8.33	20%	S	1.67	10.00	67%	
Civic Offices, EFDC, CM16 4BZ (1st hr free)	08:00 - 18:00	10.00	1.67	20%	S	8.33	10.00	0%	
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	10.00	1.67	20%	S	8.33	10.00	0%	
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	6.00	1.00	20%	S	5.00	6.00	0%	
The Drive, Loughton, IG10 1HW	08:00 - 18:00	10.00	1.67	20%	S	8.33	10.00	0%	
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	10.00	1.67	20%	S	8.33	10.00	0%	
High Beech, Loughton, IG10 4HH	08:00 - 18:00	10.00	1.67	20%	S	8.33	10.00	0%	
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	6.00	1.00	20%	S	5.00	6.00	0%	
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	6.00	1.00	20%	S	5.00	6.00	0%	
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	10.00	1.67	20%	S	8.33	10.00	0%	
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	10.00	1.67	20%	S	8.33	10.00	0%	
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	6.00	1.00	20%	S	5.00	6.00	0%	
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	6.00	1.67	20%	S	8.33	10.00	0%	
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	6.00	1.00	20%	S	5.00	6.00	0%	
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	6.00	1.00	20%	S	5.00	6.00	0%	
Verre Road, Debden, IG10 3SW	08:30 - 17:30	10.00	1.67	20%	S	8.33	10.00	0%	
Burton Road South, Debden, IG10	08:30 - 17:30	6.00	1.00	20%	S	5.00	6.00	0%	
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	6.00	1.00	20%	S	5.00	6.00	0%	
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	10.00	1.67	20%	S	8.33	10.00	0%	
Beaumont Park Drive, Bakery Close, Roydon	N/A								
<b>Saturdays (Up to 1 hour free) - * Full Tariff</b>									
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	*	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	1.00	N/A	20%	Z	N/A	*		
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	1.00	N/A	20%	Z	N/A	*		
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	*	N/A	20%	Z	N/A	*		
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	1.00	N/A	20%	Z	N/A	*		
The Drive, Loughton, IG10 1HW	08:00 - 18:00	*	N/A	20%	Z	N/A	*		
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	*	N/A	20%	Z	N/A	*		
High Beech, Loughton, IG10 4HH	08:00 - 18:00	*	N/A	20%	Z	N/A	*		
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	1.00	N/A	20%	Z	N/A	*		
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	1.00	N/A	20%	Z	N/A	*		
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	*	N/A	20%	Z	N/A	*		
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	*	N/A	20%	Z	N/A	*		
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	1.00	N/A	20%	Z	N/A	*		
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	*	N/A	20%	Z	N/A	*		
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	1.00	N/A	20%	Z	N/A	*		
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	1.00	N/A	20%	Z	N/A	*		
Verre Road, Debden, IG10 3SW	08:30 - 17:30	*	N/A	20%	Z	N/A	*		
Burton Road South, Debden, IG10	08:30 - 17:30	1.00	N/A	20%	Z	N/A	*		
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	1.00	N/A	20%	Z	N/A	*		
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	*	N/A	20%	Z	N/A	*		
Beaumont Park Drive, Bakery Close, Roydon	N/A	0.00	0.00	0%	Z	0.00	0.00		
<b>Sundays (2021/22 Up to 1 hour Free - 2022/23 Up to 2 hours free)</b>									
Cottis Lane, Epping, CM16 5EG	07:30 - 18:00	1.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Bakers Lane, Epping, CM16 5EG	08:00 - 18:00	1.00	1.67	0%	Z	0.33	2.00		
Civic Offices, EFDC, CM16 4BZ (1st free hour enter reg no.)	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Old Station Road, (Sainsburys), Loughton, IG10 4PE	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Traps Hill, Loughton, IG10 1HD	09:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
The Drive, Loughton, IG10 1HW	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Oakwood Hill East, Loughton, IG10 3TZ	08:30 - 17:30	0.00	1.67	0%	Z	0.33	2.00		
High Beech, Loughton, IG10 4HH	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Smarts Lane, Loughton, IG10 4BG	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
The Pleasance, Ongar, CM5 9AG	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Sainsburys Ongar, Ongar, CM5 9AG	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Bansons Lane, Ongar, CM5 9AA	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Cornmill, Waltham Abbey, EN9 1RB	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Quaker Lane, Waltham Abbey, EN9 1ER	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Darby Drive, Waltham Abbey, EN9 1EE	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Burton Road & Access Rd, Debden, IG10 3ST	08:30 - 17:30	0.00	1.67	0%	Z	0.33	2.00		
Verre Road, Debden, IG10 3SW	08:30 - 17:30	0.00	1.67	0%	Z	0.33	2.00		
Burton Road South, Debden, IG10	08:30 - 17:30	0.00	1.67	0%	Z	0.33	2.00		
Queens Road Lower, Buckhurst Hill, IG9 5BZ	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Queens Road Upper, Buckhurst Hill, IG9 5AZ	08:00 - 18:00	0.00	1.67	0%	Z	0.33	2.00		
Beaumont Park Drive, Bakery Close, Roydon	N/A	0.00	0.00	0%	Z	0.00	0.00		



## Annex C3: Draft Housing Revenue Account (HRA) Fees &amp; Charges 2022/23

Draft Fees and Charges 2022/23 - HOUSING REVENUE ACCOUNT							
Description	2021/22	2022/23				Change	
	Gross	Net	VAT		Gross	%	
	£'s	£'s	%	Cat	£'s		
<b>Older People's Housing</b>							
<b>Communal Halls:</b>							
Pelly Court Hall, Epping	11.24	11.80	N/A	X	0.00	11.80	5%
Oakwood Hill Hall, Loughton (lease)	184.41	161.36	20%	S	32.27	193.63	5%
Barrington Hall, Loughton	9.18	9.64	N/A	X	0.00	9.64	5%
Guest Rooms - Sheltered Housing	15.05	13.17	20.00	S	2.63	15.80	5%
<b>Scooter Stores:</b>							
Rental	4.48	4.70	N/A	O	0.00	4.70	5%
Electricity	2.32	2.44	N/A	O	0.00	2.44	5%
<b>Home Ownership and Sales</b>							
Leasehold Vendors' Enquiries	198.27	173.49	20%	S	34.70	208.18	5%
Certificates of Buildings Insurance - Leaseholders	63.09	55.20	20%	S	11.04	66.24	5%
Valuation & Legal Charge - Re-sale of RTB Property within 5 years / Sale of property to EFDC within 10 years	425.78	372.56	20%	S	74.51	447.07	5%
Consideration of Right to Re-purchase Former RTB Property within 10 years of Original Purchase	70.31	61.53	20%	S	12.31	73.83	5%
<b>Housing Management</b>							
Hire of Halls for Elections	102.72	107.86	N/A	X	0.00	107.86	5%
Garage rents (tenants)	9.45	9.92	N/A	O	0.00	9.92	5%
Hardstandings	97.92	102.82	N/A	O	0.00	102.82	5%
Lockable parking spaces	8.13	8.54	N/A	O	0.00	8.54	5%
Mortgage references	57.90	50.66	20%	S	10.13	60.79	5%
Request for covenant and leasehold approvals	92.35	80.81	20%	S	16.16	96.97	5%
Licences for vehicular access across housing land	128.01	134.41	N/A	O	0.00	134.41	5%
Dishonoured cheques	29.88	31.37	N/A	O	0.00	31.37	5%
<b>Repairs and Maintenance</b>							
Rechargeable repairs (actual cost plus Admin fee of)	2.50%	-	-	-	-	2.50%	0%
Replacement Door Entry and Suited Keys	20.00	16.67	20%	S	3.33	20.00	0%
Sewerage charges for individual sewerage systems (Actual Costs plus Admin Fee of)	2.50%	-	-	-	-	2.50%	0%
<b>New Charges</b>							
Registration subletting a leasehold property	100.80	88.20	20%	S	17.64	105.84	5%
Garage rents private	11.34	9.92	20%	S	1.99	11.91	5%
Front garden parking permissions	90.10	78.83	20%	S	15.77	94.60	5%
Skip licence	78.00	68.25	20%	S	13.65	81.90	5%
Replacement fobs	20.00	16.67	20%	S	3.33	20.00	0%
Cycle stores per cycle hoop first year: £10 refundable on return of key	34.50	34.50	N/A	O	0.00	34.50	0%
Annual charge for cycle hoops	20.00	20.00	N/A	O	0.00	20.00	0%
Replacement keys for cycle hoop	20.00	20.00	N/A	O	0.00	20.00	0%