

Fee/Charge All prices include VAT where applicable.		Type (Discretionary/ Statutory)	2022/23	2023/24	Change
Adult Social Care					
Charges payable are dependent on the financial assessment of Service Users					
Non Residential Charges (maximum payable)	Home Support Services (normal hours) one to one, per hour	Discretionary	£20.00	£21.60	8.0%
Non Residential Charges (maximum payable)	Day Care - per attendance	Discretionary	£11.80	£12.76	8.1%
Non Residential Charges (maximum payable)	Day Care - per attendance - with transport	Discretionary	£13.44	£14.52	8.0%
Non Residential Charges (maximum payable)	Night waking	Discretionary	£18.20	£19.20	5.5%
Non Residential Charges (maximum payable)	Night sleeping	Discretionary	£12.84	£12.84	0.0%
Non Residential Charges (maximum payable)	24-hour care	Discretionary	£12.76	£12.76	0.0%
Non Residential Charges (maximum payable)	Maximum weekly charge	Discretionary	£1,813.00	£1,995.00	10.0%
Shared Lives	Low need - per week	Discretionary	£280.00	£301.00	7.5%
Shared Lives	Medium need - per week	Discretionary	£385.00	£420.00	9.1%
Shared Lives	High need - per week	Discretionary	£427.00	£462.00	8.2%
Shared Lives	Complex need - per week	Discretionary	£427.00	£462.00	8.2%
Residential Care services are governed by the Care and Support Statutory Guidance issued under the Care Act 2014. Each residential placement will be priced on an individual basis. Shared Lives charges are based on the level of assessed need. Please visit www.essex.gov.uk/Health-Social-Care for further information.					
Adult Community Learning					
Provision of Adult Community Learning courses	Tuition Fee income - Standard Cost	Discretionary	£6.30	TBC	TBC
Provision of Adult Community Learning courses	Tuition Fee income - Discounted	Discretionary	£3.15	TBC	TBC
Provision of Adult Community Learning courses	Tuition Fee income - Full Cost	Discretionary	£9.00	TBC	TBC
Playgroup Income	Playgroup fees for non-funded children (includes childcare vouchers).	Discretionary	N/A	TBC	TBC
Corporate Operations					
DBS	Basic DBS check	Statutory	£23.00	£18.00	-21.7%
DBS	Standard DBS check	Statutory	£23.00	£18.00	-21.7%
DBS	Enhanced DBS check	Statutory	£40.00	£38.00	-5.0%

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Culture, Heritage and Green Spaces					
Car parking prices are available at www.explore-essex.com/places-to-go/our-parks-and-places					
All Parks	Explorer Pass - standard annual ticket	Discretionary	£78.00	£85.00	9.0%
All Parks	Explorer Pass - Over 60's & Blue Badge Holders	Discretionary	£52.00	£57.00	9.6%
All Parks	Explorer Pass - Second ticket for same address	Discretionary	£21.00	£23.00	9.5%
All Parks	Events - Self Guided Trail	Discretionary	Varies by trail	Varies by trail	N/A
All Parks	Half day event set up/break down	Discretionary	£600.00	£640.00	6.7%
All Parks	Full day event set up/break down	Discretionary	£1,200.00	£1,270.00	5.8%
All Parks	Film and photography	Discretionary	POA	POA	N/A
All Parks (including Cressing)	Site hire - 3rd Party events. Community (non-commercial) use, up to 249 participants. Admin fee.	Discretionary	£43.20	£46.00	6.5%
All Parks (including Cressing)	Site hire - 3rd Party events. Community (non-commercial) use, 250-499 participants. Admin fee.	Discretionary	£86.40	£92.00	6.5%
All Parks (including Cressing)	Site hire - 3rd Party events. Community (non-commercial) use, 500+ participants. Admin fee.	Discretionary	£120.00	£130.00	8.3%
All Parks (including Cressing)	Site hire - 3rd Party events. Commercial use, up to 499 participants. Admin fee.	Discretionary	£120.00	£130.00	8.3%
All Parks (including Cressing)	Site hire - 3rd Party events. Commercial use, up to 499 participants. Per participant.	Discretionary	£2.00	£2.20	10.0%
All Parks (including Cressing)	Site hire - 3rd Party events. Commercial use, 500 - 999 participants. Admin fee.	Discretionary	£120.00	£130.00	8.3%
All Parks (including Cressing)	Site hire - 3rd Party events. Commercial use, 500 - 999 participants. Per participant.	Discretionary	£3.00	£3.30	10.0%
All Parks (including Cressing)	Site hire - 3rd Party events. Commercial use, over 1000 participants.	Discretionary	POA	POA	N/A
Belhus, Cudmore, Thorndon & Weald	Car Parking - up to 1 hour	Discretionary	£2.30	£2.50	8.7%
Belhus, Cudmore, Thorndon & Weald	Car Parking - up to 2 hours	Discretionary	£3.50	£3.80	8.6%
Belhus, Cudmore, Thorndon & Weald	Car Parking - up to 4 hours	Discretionary	£4.60	£5.10	10.9%
Belhus, Cudmore, Thorndon & Weald	Car Parking - all day	Discretionary	£5.80	£6.30	8.6%
Cressing	Whole Site Hire - 1 day. Areas of site for hire defined in site plan.	Discretionary	£3,600.00	£3,800.00	5.6%
Cressing	Whole Site Hire - 2 days. Areas of site for hire defined in site plan.	Discretionary	£6,600.00	£7,000.00	6.1%
Cressing	Hire of craft barn field and barn courtyard - per day	Discretionary		£750.00	0%
Cressing	Hire of event field - per day	Discretionary		£1,990.00	0%
Cressing	Hire of Barley Barn - 1 day	Discretionary	£1,200.00	£1,275.00	6.3%
Cressing	Craft barn - hourly rate	Discretionary	£48.00	£51.00	6.3%
Cressing	Craft barn - half day	Discretionary	£115.00	£125.00	8.7%
Cressing	Craft barn - full day	Discretionary	£230.00	£245.00	6.5%
Cressing	Oak room - hourly rate	Discretionary	£36.00	£38.00	5.6%
Cressing	Martin room - hourly rate	Discretionary	£36.00	£38.00	5.6%
Cressing	Exclusive hire of walled garden - 1 day	Discretionary	£750.00	£795.00	6.0%
Cressing	Chair hire - per chair - per day	Discretionary	£1.50	£1.60	6.7%
Cressing	Chiavari chair - per chair - per day	Discretionary	£3.00	£3.20	6.7%
Cressing	Trestle table - per table - per day	Discretionary	£5.00	£5.50	10.0%
Cressing	Cabaret round table - per table - per day	Discretionary	£12.00	£13.00	8.3%
Cressing	Event management support services (for large/complex events) - per hour	Discretionary	£21.60	£28.00	29.6%
Cressing	Electrical supply - per point	Discretionary	£10.00	£11.00	10.0%
Cressing	Conference Room - half day	Discretionary	£186.00	£197.00	5.9%
Cressing	Conference Room - full day	Discretionary	£330.00	£350.00	6.1%
Cressing	Hire of Wheat Barn - 1 day	Discretionary	£1,200.00	£1,275.00	6.3%
Danbury	Car Parking - up to 1 hour	Discretionary	£2.10	£2.50	19.0%
Danbury	Car Parking - up to 2 hours	Discretionary	£3.20	£3.80	18.8%
Danbury	Car Parking - up to 4 hours	Discretionary	£4.20	£5.10	21.4%
Danbury	Car Parking - all day	Discretionary	£4.70	£6.30	34.0%
Danbury	Fishing Permits - Day Adult	Discretionary	£5.00	£5.30	6.0%
Danbury	Fishing Permits - Day Concession	Discretionary	£2.50	£2.65	6.0%
Great Notley	Car Parking - up to 1 hour	Discretionary	£2.30	£2.50	8.7%
Great Notley	Car Parking - up to 2 hours	Discretionary	£3.70	£3.80	2.7%
Great Notley	Car Parking - up to 4 hours	Discretionary	£5.20	£5.10	-1.9%
Great Notley	Car Parking - all day	Discretionary	£6.80	£6.30	-7.4%
Great Notley	Meeting room hire	Discretionary		Price on application	N/A
Great Notley	Hire of designated event field - 1 day	Discretionary		£750.00	N/A
Great Notley	Hire of designated event field 2 (amphitheatre hill) - per day	Discretionary		£900.00	N/A
Hadleigh	Car Parking - up to 1 hour	Discretionary	£1.60	£2.50	56.3%
Hadleigh	Car Parking - up to 2 hours	Discretionary	£3.20	£3.80	18.8%
Hadleigh	Car Parking - up to 4 hours	Discretionary	£4.70	£5.10	8.5%
Hadleigh	Car Parking - all day	Discretionary	£6.30	£6.30	0.0%
Hadleigh	Meeting Room	Discretionary	POA	POA	N/A
Hadleigh	Roundhouse Hire - per hour	Discretionary	£36.00	£38.00	5.6%
Hadleigh	Roundhouse Hire - Full Day	Discretionary	£300.00	£320.00	6.7%
Hadleigh	Hire of designated event field - 1 day	Discretionary	POA	POA	N/A
Jaywick Martello Tower	Meeting space - private / commercial - per day	Discretionary	£160.00	£170.00	6.3%
Jaywick Martello Tower	Meeting space - private / commercial - half day	Discretionary	£80.00	£85.00	6.3%
Jaywick Martello Tower	Meeting space - private / commercial - per hour	Discretionary	£27.00	£29.00	7.4%
Jaywick Martello Tower	Meeting space - charity / community - per day	Discretionary	£106.00	£113.00	6.6%
Jaywick Martello Tower	Meeting space - charity / community - half day	Discretionary	£53.00	£56.00	5.7%
Jaywick Martello Tower	Meeting space - charity / community - per hour	Discretionary	£20.00	£21.00	5.0%
Jaywick Martello Tower	Event hire - all building - per day	Discretionary	£200.00	£212.00	6.0%
Marsh Farm	Hire of designated event field - 1 day	Discretionary	£1,875.00	£1,990.00	6.1%
Marsh Farm	Hire of designated event field - 2 days	Discretionary	£3,250.00	£3,450.00	6.2%
Thorndon South	Hire of designated event field (2 fields available for hire) - price per field for 1 day	Discretionary	£1,875.00	£1,990.00	6.1%
Thorndon South	Hire of designated event field (2 fields available for hire) - price per field for 2 days	Discretionary	£3,250.00	£3,450.00	6.2%
Weald	Hire of designated event field (2 fields available for hire) - price per field for 1 day	Discretionary	£1,875.00	£1,990.00	6.1%
Weald	Hire of designated event field (2 fields available for hire) - price per field for 2 days	Discretionary	£3,250.00	£3,450.00	6.2%
Weald & Belhus	Fishing Permits - Day Adult	Discretionary	£6.00	£6.40	6.7%
Weald & Belhus	Fishing Permits - Day Concession	Discretionary	£3.00	£3.20	6.7%

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County Planning (Minerals & Waste)					
Written advice	Minor	Discretionary	£184.00	£195.00	6.0%
Written advice	Major	Discretionary	£367.00	£390.00	6.3%
Written advice	Large scale	Discretionary	£612.00	£650.00	6.2%
Written advice and meeting with planning officer at County Hall	Minor	Discretionary	£245.00	£260.00	6.1%
Written advice and meeting with planning officer at County Hall	Major	Discretionary	£490.00	£520.00	6.1%
Written advice and meeting with planning officer at County Hall	Large scale	Discretionary	£790.00	£835.00	5.7%
Written advice and meeting with planning officer on site	Minor	Discretionary	£367.00	£390.00	6.3%
Written advice and meeting with planning officer on site	Major	Discretionary	£612.00	£650.00	6.2%
Written advice and meeting with planning officer on site	Large scale	Discretionary	£918.00	£975.00	6.2%
Statutory Planning Fees	Statutory Planning Fees	Statutory	Fees as per National Planning Portal	Fees as per National Planning Portal	-
Site Monitoring Fees	Site Monitoring Fees	Statutory	Fees as per National Planning Portal	Fees as per National Planning Portal	-
Education					
Annual Show tickets	Annual Show tickets (return back to pre COVID venue)	Discretionary	£5.00	£12.00	140.0%
Dance classes	Dance classes	Discretionary	£55.00	£60.00	9.1%
Devon Tour	Devon Tour	Discretionary	£300.00	£320.00	6.7%
Exam fees	Student exams (set by exam board)	Discretionary	£85.00	£85.00	0.0%
Orwell residentials	Residential courses	Discretionary	£350.00	£380.00	8.6%
Studio hire	Studio hire	Discretionary	£19.00	£20.00	5.3%
Summer School	Summer School attendance (Long or short days)	Discretionary	£110.00	£120.00	9.1%

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Essex Record Office					
Copy Certificate	Standard Charge	Statutory	£11.00	£11.00	0.0%
Copy Certificate	Priority Service (24 hours)	Statutory	£35.00	£35.00	0.0%
Self-service photography	Daily camera licence for camera use in the search room	Discretionary	£13.50	£13.50	0.0%
Self-service photography	Camera licence after 5pm on Tues	Discretionary	£7.00	£7.00	0.0%
Conservation services	Paper and parchment conservation - per hour	Discretionary	£45.00	£45.00	0.0%
Conservation services	Book repair and conservation - per hour	Discretionary	£45.00	£45.00	0.0%
Conservation services	Preparing documents for display or storage - per hour	Discretionary	£45.00	£45.00	0.0%
Conservation services	Packaging with conservation grade materials - per hour	Discretionary	£45.00	£45.00	0.0%
Conservation services	Advice on storage - per hour	Discretionary	£45.00	£45.00	0.0%
Certified copies and tailored quotations/ copying services	Per item certified	Discretionary	£27.50	£29.00	5.5%
Copies made by Archives staff when ordered in the search room	Copied documents black and white, A4	Discretionary	£0.68	£0.72	5.9%
Copies made by Archives staff when ordered in the search room	Copied documents black and white, A3	Discretionary	£0.95	£1.00	5.3%
Copies made by Archives staff when ordered in the search room	Copied documents, colour, A4	Discretionary	£1.35	£1.45	7.4%
Copies made by Archives staff when ordered in the search room	Copied documents, colour, A3	Discretionary	£1.90	£2.00	5.3%
Digital copies made by Archives staff (Add value A to value B)	Existing master image (A)	Discretionary	£4.75	£5.00	5.3%
Digital copies made by Archives staff (Add value A to value B)	New image up to A2 (A)	Discretionary	£14.50	£15.00	3.4%
Digital copies made by Archives staff (Add value A to value B)	Successive image up to A2 (A)	Discretionary	£5.25	£5.50	4.8%
Digital copies made by Archives staff (Add value A to value B)	New image over A2 (A)	Discretionary	£24.00	£25.50	6.3%
Digital copies made by Archives staff (Add value A to value B)	Successive Image over A2 (A)	Discretionary	£8.65	£9.20	6.4%
Digital copies made by Archives staff (Add value A to value B)	Hard copy print (B)	Discretionary	POA	POA	N/A
Digital copies made by Archives staff	Supplying a scanned copy on CD (B)	Discretionary	£3.95	£4.20	6.3%
Digital copies made by Archives staff	Any digital copy of any document - first exposure	Discretionary	£4.75	£5.00	5.3%
Digital copies made by Archives staff	Any subsequent digital copy of any document - exposures thereafter	Discretionary	£2.00	£1.00	-50.0%
Expedited search and copy fees	Additional fee for urgent requests which we endeavour to complete within 24 hrs	Discretionary	POA	POA	N/A
Permission to publish in print	Local commercial publication - per image	Discretionary	POA	POA	N/A
Permission to publish in print	National/ international commercial publication - per image	Discretionary	POA	POA	N/A
Permission to broadcast on TV	World buyout, all media, unlimited broadcasts (inc. release on DVD/Blu-ray etc.)	Discretionary	POA	POA	N/A
Research by Archives staff	Per hour	Discretionary	£38.00	£40.00	5.3%
Specific records check by Archive staff - single entry search	Inc a copy of the entry or page if found, if not fee still applies for the search	Discretionary	£24.50	£25.95	5.9%
Essex Archives Online subscription	1 Day (24 hours)	Discretionary	£20.00	£20.00	0.0%
Essex Archives Online subscription	1 Week (7 days)	Discretionary	£30.00	£30.00	0.0%
Essex Archives Online subscription	1 month (30 days)	Discretionary	£40.00	£42.00	5.0%
Essex Archives Online subscription	6 months (182 days)	Discretionary	£70.00	£75.00	7.1%
Essex Archives Online subscription	1 Year (365 days)	Discretionary	£95.00	£99.00	4.2%
Single image	Single image charge	Discretionary	£3.25	£3.50	7.7%
Digitisation of audio recordings	C30, C60 per side	Discretionary	£11.50	£12.00	4.3%
Digitisation of audio recordings	C90 per side	Discretionary	£14.35	£15.00	4.5%
Digitisation of audio recordings	C120 per side	Discretionary	£17.15	£18.15	5.8%
Digitisation of audio recordings	Mini-cassette per side	Discretionary	£17.15	£18.15	5.8%
Digitisation of audio recordings	Micro-cassette per side	Discretionary	£17.15	£18.15	5.8%
Digitisation of audio recordings	¼" reel to reel tapes - per hour recorded	Discretionary	£28.50	£30.00	5.3%
Digitisation of audio recordings	¾" 8-track reel to reel tapes - per hour recorded	Discretionary	£34.65	£36.65	5.8%
Digitisation of audio recordings	Baking - per hour recorded	Discretionary	£6.50	£6.85	5.4%
Digitisation of audio recordings	78rpm shellac records (8", 10", 12")	Discretionary	£11.50	£12.00	4.3%
Digitisation of audio recordings	33rpm LP vinyl records (10" and 12")	Discretionary	£11.50	£12.00	4.3%
Digitisation of audio recordings	45rpm (7" singles)	Discretionary	£7.00	£7.40	5.7%
Digitisation of audio recordings	45rpm (12") singles and 7" Eps	Discretionary	£9.00	£9.50	5.6%
Digitisation of audio recordings	Lacquer discs (8", 10" & 12")	Discretionary	£11.50	£12.00	4.3%
Digitisation of audio recordings	Aluminium 5" 78rpm voice records	Discretionary	£28.50	£30.00	5.3%
Digitisation of audio recordings	Mini-disc - per copy	Discretionary	£28.50	£30.00	5.3%
Digitisation of audio recordings	DAT - per copy	Discretionary	£28.50	£30.00	5.3%
Digitisation of audio recordings	VHS or Betamax audio transfer - per copy	Discretionary	£28.50	£30.00	5.3%
Audio restoration, noise reduction and other manual procedures	Audio restoration, noise reduction and other manual procedures - per hour	Discretionary	£46.00	£48.00	4.3%
Assessment service	Assessment service - per hour	Discretionary	£23.50	£24.85	5.7%
Digitisation of video recordings - Metadata collection - Creation of access copies from digital master files	VHS - per copy	Discretionary	£28.50	£30.00	5.3%
Digitisation of video recordings - Metadata collection - Creation of access copies from digital master files	Betamax - per copy	Discretionary	£28.50	£30.00	5.3%
Digitisation of video recordings - Metadata collection - Creation of access copies from digital master files	VHS-C - per copy	Discretionary	£28.50	£30.00	5.3%
Digitisation of video recordings - Metadata collection - Creation of access copies from digital master files	Video 8 - per copy	Discretionary	£28.50	£30.00	5.3%
Digitisation of video recordings - Metadata collection - Creation of access copies from digital master files	DV/MiniDV - per copy	Discretionary	£28.50	£30.00	5.3%
Digitisation of video recordings - Metadata collection - Creation of access copies from digital master files	DVD - per copy	Discretionary	£8.80	£9.35	6.2%
Workshops	Discover Parish Registers; Discover Your House History; Discover Maps - 2 hours	Discretionary	£21.00	£22.50	7.1%
Searchroom tours	45 minute introductory tours aimed at helping people to be more self-sufficient when visiting to research	Discretionary	£5.50	£6.00	9.1%
Group visits - standard tour	Tour of the Searchroom, visit to repository and conservation, small display of maps and ERO treasures	Discretionary	£80.00	£85.00	6.3%

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Essex Record Office (cont'd)					
Group visits - tour + document display	Tour of the Searchroom, visit to repository and conservation, small display of maps and ERO treasures (with bespoke document display)	Discretionary	£135.00	£145.00	7.4%
Conferences	One-day events on different historical topics	Discretionary	Varies by event	Varies by event	N/A
"ERO Presents..." talks	Monthly talks on different historical topics	Discretionary	£5.75	£6.00	4.3%
Archivist Talks	Archivists talking about certain topics	Discretionary	£85.00	£85.00	0.0%
Training (full day)	Training - e.g. oral history training, archival research skills training, social media training - per person - full day	Discretionary	£75.00	£79.00	5.3%
Training (half day)	Training - e.g. oral history training, archival research skills training, social media training - per person - half day	Discretionary	£43.50	£46.00	5.7%
Training (half day)	Editing sound recordings training - per person	Discretionary	£38.00	£40.25	5.9%
Room Hire	Spalding Room - Full Day	Discretionary	£455.00	£455.00	0.0%
Room Hire	Spalding Room - Half Day	Discretionary	£318.00	£318.00	0.0%
Room Hire	Spalding Room - Evenings/Weekend	Discretionary	£144.00	£144.00	0.0%
Room Hire	Walker Room - Full Day	Discretionary	£170.00	£170.00	0.0%
Room Hire	Walker Room - Half Day	Discretionary	£100.00	£100.00	0.0%
Room Hire	Walker Room - Evenings/Weekend	Discretionary	£57.00	£57.00	0.0%
Room Hire	Norden Room - Full Day	Discretionary	£180.00	£180.00	0.0%
Room Hire	Norden Room - Half Day	Discretionary	£110.00	£110.00	0.0%
Room Hire	Norden Room - Evenings/Weekend	Discretionary	£57.00	£57.00	0.0%
Room Hire	Morant Room - Full Day	Discretionary	£180.00	£180.00	0.0%
Room Hire	Morant Room - Half Day	Discretionary	£110.00	£110.00	0.0%
Room Hire	Morant Room - Evenings/Weekend	Discretionary	£57.00	£57.00	0.0%
Room Hire	Chapman Room - Full Day	Discretionary	£170.00	£170.00	0.0%
Room Hire	Chapman Room - Half Day	Discretionary	£100.00	£100.00	0.0%
Room Hire	Chapman Room - Evenings/Weekend	Discretionary	£57.00	£57.00	0.0%
Room Hire	Flip chart	Discretionary	£5.00	£5.50	10.0%
Room Hire	Photocopies - per copy	Discretionary	£0.25	£0.26	4.0%
Advice and consultancy	Advice and consultancy - per hour	Discretionary	£53.00	£53.00	0.0%
Advice and consultancy	Advice and consultancy - per half-day	Discretionary	£213.00	£213.00	0.0%
Advice and consultancy	Advice and consultancy - per day	Discretionary	£390.00	£390.00	0.0%
Essex Outdoors					
A variety of different charges apply, see www.essexoutdoors.com for further details.					

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Libraries					
Language courses; single item	Single item for 3 weeks	Discretionary	£1.15	£1.25	8.7%
Language courses; multiple sets	Multiple item sets for 6 weeks	Discretionary	£4.15	£4.40	6.0%
Performing Arts Service - annual subscription	Essex groups / individuals	Discretionary	£17.60	£18.65	6.0%
Performing Arts Service - annual subscription	Groups / individuals outside of Essex	Discretionary	£46.85	£49.75	6.2%
Performing Arts Service - vocal scores	Music set loan charges per set per 12 weeks (or part of 12 weeks)	Discretionary	£1.80	£1.90	5.6%
Performing Arts Service - music sheets	Music set loan charges per set per 12 weeks (or part of 12 weeks)	Discretionary	£11.70	£12.40	6.0%
Performing Arts Service - chamber music	Music set loan charges per set per 12 weeks (or part of 12 weeks)	Discretionary	£5.85	£6.20	6.0%
Performing Arts Service - orchestral sets	Music set loan charges per set per 12 weeks (or part of 12 weeks)	Discretionary	£23.40	£24.75	5.8%
Performing Arts Service - plays	Per set per 12 weeks (or part of 12 weeks)	Discretionary	£11.70	£12.40	6.0%
Audio books; 1-3 CDs	Per 3 week loan	Discretionary	£1.20	£1.25	4.2%
Audio books; 4+ CDs	Per 3 week loan	Discretionary	£2.40	£2.55	6.3%
Audio books; children's	Per 3 week loan	Discretionary	£1.20	£1.30	8.3%
Music CDs	Per 1 week loan	Discretionary	£1.20	£1.30	8.3%
CD-ROMs	Per 3 week loan	Discretionary	£3.10	£3.30	6.5%
DVD single item hire	All DVD and Video loans are charged per week or part thereof.	Discretionary	£2.30	£2.45	6.5%
Photocopying; black and white	Single copy A4 size (per copy up to 49 copies)	Discretionary	£0.15	£0.15	0.0%
Photocopying; black and white	Single copy A3 size (per copy up to 49 copies)	Discretionary	£0.50	£0.55	10.0%
Photocopying; blank and white	Single copy A4 size (per copy for copies 50+, copies)	Discretionary	£0.05	£0.05	0.0%
Photocopying; blank and white	Single copy A3 size (per copy for copies 50+, copies)	Discretionary	£0.05	£0.05	0.0%
Photocopying; colour	Single copy A4 size. No discount for multiple copies.	Discretionary	£1.35	£1.45	7.4%
Photocopying; colour	Single copy A3 size. No discount for multiple copies.	Discretionary	£2.20	£2.35	6.8%
Prints; black and white	Per A4 sheet	Discretionary	£0.20	£0.20	0.0%
Prints; colour	Per A4 sheet	Discretionary	£1.35	£1.45	7.4%
Prints; microfilm	Per sheet - sheets vary in size from A4 to A3	Discretionary	£0.35	£0.40	14.3%
Fines; per day late within the first week	Overdue charges will be levied at all libraries (with the exception of mobile libraries) on each item at a rate per day in the first week that the issuing library	Discretionary	£0.25	£0.25	0.0%
Fines; per week after the first week	£1.55 per week or part of week thereafter up to a maximum of £7.75	Discretionary	£1.60	£1.70	6.2%
Interlending charges	Full cost to the library service of providing the service	Discretionary	£8.85	£9.40	6.2%
British Library Lending charges	British Library Lending charges	Discretionary	£26.00	£27.55	6.0%
British Library Lending renewals	Charge for customer requested renewals	Discretionary	£5.50	£5.80	5.5%
Replacement cards	Charge for a replacement card	Discretionary	£1.20	£1.30	8.3%
Hire of space in libraries	Basic rate per hour - part use up to 100 square metres	Discretionary	£11.70	£12.40	6.0%
Hire of space in libraries	Basic rate per hour - part use 100 to 200 square metres	Discretionary	£15.95	£16.90	6.0%
Hire of space in libraries	Basic rate per hour - part use over 200 square metres	Discretionary	£28.75	£30.45	5.9%
Hire of space in libraries	Basic rate per hour - sole use up to 100 square metres	Discretionary	£14.90	£15.80	6.0%
Hire of space in libraries	Basic rate per hour- sole use 100 to 200 square metres	Discretionary	£22.40	TBC	TBC
Hire of space in libraries	Basic rate per hour- sole use over 200 square metres	Discretionary	£38.30	£40.50	5.7%
Hire of space in libraries	Commercial rate per hour - part use up to 100 square metres	Discretionary	£17.00	£18.00	5.9%
Hire of space in libraries	Commercial rate per hour - part use 100 to 200 square metres	Discretionary	£25.50	£27.00	5.9%
Hire of space in libraries	Commercial rate per hour - part use over 200 square metres	Discretionary	£43.60	£46.00	5.5%
Hire of space in libraries	Commercial rate per hour - sole use up to 100 square metres	Discretionary	£23.40	£24.75	5.8%
Hire of space in libraries	Commercial rate per hour - sole use 100 to 200 square metres	Discretionary	£34.00	£36.00	5.9%
Hire of space in libraries	Commercial rate per hour - sole use over 200 square metres	Discretionary	£57.45	£60.85	5.9%
Hire of space in libraries	Concessionary rate per hour - part use up to 100 square metres	Discretionary	£5.85	£6.20	6.0%
Hire of space in libraries	Concessionary rate per hour - part use 100 to 200 square metres	Discretionary	£8.00	£8.45	5.6%
Hire of space in libraries	Concessionary rate per hour - part use over 200 square metres	Discretionary	£13.85	£14.75	6.5%
Hire of space in libraries	Concessionary rate per hour - sole use up to 100 square metres	Discretionary	£7.45	£7.90	6.0%
Hire of space in libraries	Concessionary rate per hour - sole use 100 to 200 square metres	Discretionary	£10.60	£11.25	6.1%
Hire of space in libraries	Concessionary rate per hour- sole use over 200 square metres	Discretionary	£18.10	TBC	TBC
Family Support & Protection					
Family Centres	Room Hire	Discretionary	£36.00	£38.12	5.9%

Fee/Charge All prices include VAT where applicable.		Type (Discretionary/ Statutory)	2022/23	2023/24	Change
Flood & Surface Water					
Ordinary watercourse pre-application written advice	Ordinary watercourse pre-application written advice	Discretionary	£186.00	£197.00	5.9%
Ordinary watercourse consent	Ordinary watercourse consent	Statutory	£52.00	£50.00	-3.8%
Watercourse regulation site visit with written pre-application advice	Watercourse regulation site visit with written pre-application advice	Discretionary	£366.00	£388.00	6.0%
Basic Report - Information request for data held by LLFA	Basic Report- Information request for data held by LLFA	Discretionary	£124.00	£131.00	5.6%
Detailed Report - Information request for data held by LLFA and detailed advice	Up to Minor	Discretionary	£186.00	£197.00	5.9%
Detailed Report - Information request for data held by LLFA and detailed advice	Major	Discretionary	£242.00	£256.00	5.8%
Detailed Report - Information request for data held by LLFA and detailed advice	Large-Major	Discretionary	£309.00	£327.00	5.8%
Supply of surface water management plan modelling data	Up to Minor	Discretionary	£309.00	£327.00	5.8%
Supply of surface water management plan modelling data	Major	Discretionary	£614.00	£650.00	5.9%
Supply of surface water management plan modelling data	Large-Major	Discretionary	£1,103.00	£1,168.00	5.9%
Written advice	Up to minor	Discretionary	£124.00	£131.00	5.6%
Written advice	Major	Discretionary	£242.00	£256.00	5.8%
Written advice	Large-Major	Discretionary	£366.00	£388.00	6.0%
Meeting at County Hall with written advice	Up to Minor	Discretionary	£242.00	£256.00	5.8%
Meeting at County Hall with written advice	Major	Discretionary	£366.00	£388.00	6.0%
Meeting at County Hall with written advice	Large-Major	Discretionary	£489.00	£518.00	5.9%
Written advice and site visit	Up to Minor	Discretionary	£366.00	£388.00	6.0%
Written advice and site visit	Major	Discretionary	£428.00	£453.00	5.8%
Written advice and site visit	Large-Major	Discretionary	£552.00	£585.00	6.0%
Follow up written advice	Up to Minor	Discretionary	£124.00	£131.00	5.6%
Follow up written advice	Major	Discretionary	£242.00	£256.00	5.8%
Follow up written advice	Large-Major	Discretionary	£366.00	£388.00	6.0%
Highways					
S74 Income	Charges to utilities for overrunning works	Statutory	£0 to £10,000 per day	£0 to £10,000 per day	-
3rd Party Noticing	3rd party noticing - minor undertakers	Statutory	£51.00	£54.01	5.9%
S50 Licence	Charges for applicant placing private apparatus in the highway	Discretionary	£65 - £1,035	£65 - £1,035	-
Licence Fees	Skip licences	Discretionary	£94.65	£100.23	5.9%
Licence Fees	Scaffold/hoarding licences	Discretionary	£212.07	£224.58	5.9%
Administration Fees Income	Charges for defected work within the highway	Statutory	£65 - £1,035	£65 - £1,035	-
Collision data	Charges for provision of collision data to 3rd parties	Discretionary	£175.36	£185.71	5.9%
Traffic Management Enforcement	Charges for the processing and advertising of traffic regulation orders	Discretionary	£297.89	£315.47	5.9%
TRO 20mph Zone	Cost for advertising and consulting on TRO	Discretionary	£1,805.15	£1,911.66	5.9%
TRO Standard	Standard Traffic Regulation Order (e.g. speed limit, weight limit, waiting restriction - including school keep clear markings)	Discretionary	£2,408.37	£2,550.46	5.9%
Temp Road Closure (TTRO)	Cost for advertising and consulting on TRO	Discretionary	£1,199.74	£1,270.53	5.9%
S228 Notice	Cost for processing and posting on site	Discretionary	£257.21	£272.38	5.9%
S72 Agreement	Cost for processing to widen the highway	Discretionary	£606.28	£642.05	5.9%
Drainage Easements	Cost for processing	Discretionary	£247.59	£262.20	5.9%
Standard Vehicle Crossing Fee	Cost for processing	Discretionary	£320.63	£339.55	5.9%
Dropped Kerb	HPN 005 - Installation of a dropped kerb	Discretionary	£2,096.63	£2,220.33	5.9%
Boundary enquires (0-200m)	Processing Highway Boundary and written enquiries	Discretionary	£44.26	£46.87	5.9%
Boundary enquires (201-500m)	Processing Highway Boundary and written enquiries	Discretionary	£78.04	£82.64	5.9%
Boundary enquires (501-1000m)	Processing Highway Boundary and written enquiries	Discretionary	£144.44	£152.96	5.9%
Land searches	Highway Authority response to LA enquiries	Discretionary	£15.54	£16.46	5.9%
Seasonal Decorations	Fee charged for the structural test of a street lighting column to ensure the additional load will not affect the structural integrity of the column	Discretionary	£920.87	£975.20	5.9%
Temp PROW closure	Temporary closures PROW	Discretionary	£1,191.21	£1,261.49	5.9%
Declarations	Landowner applications	Discretionary	£512.28	£542.50	5.9%
Path Orders	Owners diverting paths	Discretionary	£3,336.06	£3,532.89	5.9%
Statutory Declarations	Statutory Declarations	Discretionary	£825.53	£874.24	5.9%

Fee/Charge All prices include VAT where applicable.		Type (Discretionary/ Statutory)	2022/23	2023/24	Change
Legal Services					
Annual Appointeeship Management Fee	Fee levied for clients for whom we remain appointees	Statutory	£240.00	£240.00	0.0%
Annual Appointeeship Set Up Fee	Fee levied on all clients for which we act as appointees following appointment by the Department for Work and Pensions	Statutory	£240.00	£240.00	0.0%
Annual Management Fee (over £16,000 year 1)	Annual Management fee (net assets of P are above £16,000) - first year only	Statutory	£775.00	£775.00	0.0%
Annual Management Fee (over £16,000 year 2 onwards)	Annual Management fee (net assets of P are above £16,000) – 2nd year onwards	Statutory	£650.00	£650.00	0.0%
Annual Management Fee (under £16,000)	Where the net assets of the client are below £16,000, we may take an annual management fee not exceeding 3.5% of the client's net assets on the anniversary of the court order appointing the local authority as deputy	Statutory	£350.00	£350.00	0.0%
Annual Property Management Fee	Annual property management fee to include work involved in preparing property for sale, instructing agents, conveyancers, etc or the ongoing maintenance of property including management and letting of a rental property or properties where 'P' is a tenant.	Statutory	£300.00	£300.00	0.0%
Annual Report Fee	Preparation and lodgement of annual report required by the OPG	Statutory	£216.00	£216.00	0.0%
Deceased Fee	Administrative Fee levied in respect of the estate of deceased clients to facilitate the closure of their files	Statutory	£170.00	£170.00	0.0%
Deputyship Set Up Fee	Work up to and including the date upon which the court makes an order appointing a deputy for property and affairs (does not include appointee work)	Statutory	£745.00	£745.00	0.0%
Tax Return Fee	Preparation of complex HMRC income tax return	Statutory	£70.00	£70.00	0.0%
Travel Fee	Fee levied in respect of travel costs as set out in the CoP PD19B	Statutory	£48.00	£40.00	-16.7%
Planning					
Pre-application advice	Minor	Discretionary	£202.14	£214.07	5.9%
Pre-application advice	Major	Discretionary	£271.30	£287.30	5.9%
Pre-application advice	Large Major	Discretionary	£340.45	£360.54	5.9%
Pre-application advice	Strategic	Discretionary	£542.59	£574.60	5.9%
Pre-application enquiry meeting and written advice	Minor at County Hall	Discretionary	£271.30	£287.30	5.9%
Pre-application enquiry meeting and written advice	Major at County Hall	Discretionary	£404.28	£428.14	5.9%
Pre-application enquiry meeting and written advice	Large Major at County Hall	Discretionary	£542.59	£574.60	5.9%
Pre-application enquiry meeting and written advice	Strategic at County Hall	Discretionary	£734.09	£777.40	5.9%
Pre-application enquiry meeting and written advice	Minor at other Location	Discretionary	£404.28	£428.14	5.9%
Pre-application enquiry meeting and written advice	Major at other Location	Discretionary	£542.59	£574.60	5.9%
Pre-application enquiry meeting and written advice	Large Major at other Location	Discretionary	£670.26	£709.80	5.9%
Pre-application enquiry meeting and written advice	Strategic at other Location	Discretionary	£867.08	£918.24	5.9%
Local Plan enquiry meeting and written advice	Minor at County Hall	Discretionary	£271.30	£287.30	5.9%
Local Plan enquiry meeting and written advice	Major at County Hall	Discretionary	£404.28	£428.14	5.9%
Local Plan enquiry meeting and written advice	Large Major at County Hall	Discretionary	£542.59	£574.60	5.9%
Local Plan enquiry meeting and written advice	Strategic at County Hall	Discretionary	£734.09	£777.40	5.9%
Local Plan enquiry meeting and written advice	Minor at other Location	Discretionary	£404.28	£428.14	5.9%
Local Plan enquiry meeting and written advice	Major at other Location	Discretionary	£542.59	£574.60	5.9%
Local Plan enquiry meeting and written advice	Large Major at other Location	Discretionary	£670.26	£709.80	5.9%
Local Plan enquiry meeting and written advice	Strategic at other Location	Discretionary	£867.08	£918.24	5.9%
Scoping of Transport Assessment/Transport Statement	Major at County Hall	Discretionary	£271.30	£287.30	5.9%
Scoping of Transport Assessment/Transport Statement	Large Major at County Hall	Discretionary	£340.45	£360.54	5.9%
Scoping of Transport Assessment/Transport Statement	Strategic at County Hall	Discretionary	£542.59	£574.60	5.9%
Scoping of Transport Assessment/Transport Statement	Major at other Location	Discretionary	£404.28	£428.14	5.9%
Scoping of Transport Assessment/Transport Statement	Large Major at other Location	Discretionary	£542.59	£574.60	5.9%
Scoping of Transport Assessment/Transport Statement	Strategic at other Location	Discretionary	£734.09	£777.40	5.9%
Review of Transport Assessment/Transport Statement	Major	Discretionary	£1,361.79	£1,442.14	5.9%
Review of Transport Assessment/Transport Statement	Large Major	Discretionary	£3,404.49	£3,605.35	5.9%
Review of Transport Assessment/Transport Statement	Strategic	Discretionary	£4,627.97	£4,901.02	5.9%

Fee/Charge All prices include VAT where applicable.		Type (Discretionary/ Statutory)	2022/23	2023/24	Change
Registrars					
Birth/Death/Marriage/Civil Partnership Certificate	At Registration	Statutory	£11.00	£11.00	0.0%
Birth/Death/Marriage/Civil Partnership Certificate	From a current register	Statutory	£11.00	£11.00	0.0%
Birth/Death/Marriage/Civil Partnership Certificate	At Registration (24hr Service)	Statutory	£35.00	£35.00	0.0%
Birth/Death/Marriage/Civil Partnership Certificate	From a current register (24hr Service)	Statutory	£35.00	£35.00	0.0%
Notice of Marriage	Statutory fee for giving notice	Statutory	£35.00	£35.00	0.0%
Notice of Civil Partnership	Statutory fee for giving notice	Statutory	£35.00	£35.00	0.0%
Attendance Fees - Statutory Wedding Room	Fixed fee regardless of day	Statutory	£46.00	£46.00	0.0%
Community Wedding	Monday - Thursday	Discretionary	£225.00	£240.00	6.7%
Community Wedding	Friday	Discretionary	£310.00	£330.00	6.5%
Community Wedding	Saturday am	Discretionary	£390.00	£415.00	6.4%
Attendance Fees - Approved Premises	Monday - Thursday	Discretionary	£630.00	£670.00	6.3%
Attendance Fees - Approved Premises	Friday	Discretionary	£645.00	£685.00	6.2%
Attendance Fees - Approved Premises	Saturday	Discretionary	£675.00	£715.00	5.9%
Attendance Fees - Approved Premises	Sunday and Bank Holidays	Discretionary	£695.00	£735.00	5.8%
Naming / Renewal of Vows / Commitment Ceremonies	Approved Premises - weekday	Discretionary	£300.00	£320.00	6.7%
Naming / Renewal of Vows / Commitment Ceremonies	Approved Premises - Saturday	Discretionary	£330.00	£350.00	6.1%
Naming / Renewal of Vows / Commitment Ceremonies	Registration Office and Approved Premises - Sunday/Bank Holiday	Discretionary	£365.00	£385.00	5.5%
Naming / Renewal of Vows / Commitment Ceremonies	Non licenced premises – weekday	Discretionary	£330.00	£350.00	6.1%
Naming / Renewal of Vows / Commitment Ceremonies	Non licenced premises – Saturday	Discretionary	£365.00	£390.00	6.8%
Naming / Renewal of Vows / Commitment Ceremonies	Non licenced premises – Sunday/Bank Holiday	Discretionary	£390.00	£415.00	6.4%
Citizenship Ceremony	Individual ceremony	Discretionary	£150.00	£160.00	6.7%
Licensing of Approved Premises	Licence fee renewal (lasts 3 years)	Discretionary	£1,870.00	£1,980.00	5.9%
Licensing of Approved Premises	Licence fee - new application (lasts 3 years)	Discretionary	£1,975.00	£2,095.00	6.1%
Safeguarding					
Essex Local Safeguarding Childrens Board	ESCB training income (per day)	Discretionary	£15 - £90	£15- £90	0%
Telephone and Digital Access					
Blue Badge Fees	There is a £10 fee for those that are deemed eligible for a blue badge.	Statutory	£10.00	£10.00	0.0%
Trading Standards					
Business Advice - per hour	Equipment is included in charge per hour (e.g. cubic ballast measures, measuring instruments for liquid fuel or lubricants, road tankers, non automatic weighing instruments, petroleum search enquiries, domestic water metre, laminated calibration certificate)	Discretionary	£88.00	£92.00	4.5%
Petroleum Licencing (statutory fee)	Up to 2500 litres	Statutory	£45.00	£45.00	0.0%
Petroleum Licencing (statutory fee)	2501 to 50,000 litres	Statutory	£61.00	£61.00	0.0%
Petroleum Licencing (statutory fee)	Over 50,000 litres	Statutory	£128.00	£128.00	0.0%
Explosives (statutory fee)	All year sales licence	Statutory	£500.00	£500.00	0.0%
Explosives (statutory fee)	Storage licence up to 250kg - new application	Statutory	£111.00	£111.00	0.0%
Explosives (statutory fee)	Storage licence 250kg to 2000kg - new application	Statutory	£189.00	£189.00	0.0%
Explosives (statutory fee)	Storage licence up to 250kg - renewal	Statutory	£55.00	£55.00	0.0%
Explosives (statutory fee)	Storage licence 250kg to 2000kg - renewal	Statutory	£88.00	£88.00	0.0%
Massage Licence	New licence	Discretionary	£233.00	£240.00	3.0%
Massage Licence	Renewal of licence	Discretionary	£79.00	£81.00	2.5%
Massage Licence	Additional therapist	Discretionary	£22.00	£23.00	4.5%
Transport					
Chelmer Valley Park & Ride	Charging for use of bus service	Discretionary	£3.60	TBC	TBC
Concessionary Fares - Local Bus	ECC Concessionary Fare income	Discretionary	Various	TBC	TBC
Fares Income - Local Bus	Charging for use of bus service	Discretionary	Various	TBC	TBC
Colchester Park & Ride	Charging for use of bus service	Discretionary	£3.00	TBC	TBC
Sandon Park & Ride	Charging for use of bus service	Discretionary	£3.60	TBC	TBC

Fee/Charge All prices include VAT where applicable.	Type (Discretionary/ Statutory)	2022/23	2023/24	Change	
TRADED SERVICES					
Place Services					
A range of charges apply for Natural Environment Services, Built Environment Services and Historic Environment Services. Further information can be found at www.placeservices.co.uk .					
Music Services					
A range of charges apply for instrument hire, workshops and concerts. Further information can be found at: www.essexmusicclub.org.uk					
Tuition Fees (in schools and at area based Music schools)	For individual and group instrumental and vocal tuition	Discretionary	£32.00	TBC	TBC
Instrument hire	Charge varies by instrument (£10-£60) - per term	Discretionary	£60.00	TBC	TBC
Vocal CPD days	Per day	Discretionary	£40.00	TBC	TBC
Ensemble provision - Membership of Essex Youth Symphonic Wind Orchestra	Day Workshop	Discretionary	£17.50	TBC	TBC
Ensemble provision - Jazz, Orchestra, Brass & Percussion	Half Day Rehearsal	Discretionary	£10.00	TBC	TBC
Ensemble provision - Jazz, Orchestra, Brass & Percussion	Full Day Rehearsal	Discretionary	£17.50	TBC	TBC
Ensemble provision - Jazz, Orchestra, Brass & Percussion	Summer Tour	Discretionary	£675.00	TBC	TBC
County Music Groups Ensemble Rehearsals	Half Day Rehearsal	Discretionary	£10.00	TBC	TBC
Music e-learning package	Subscription per school for the academic year. Access to various online resources	Discretionary	£100.00	TBC	TBC
In school workshops	Full day workshop	Discretionary	£175.00	TBC	TBC
Music curriculum delivery	Music curriculum delivery - provision of a classroom music tutor - per day	Discretionary	£195.00	TBC	TBC
Whole Class Instrumental tuition	Play It - classroom delivery	Discretionary	£32.00	TBC	TBC