

Thurrock - An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future

Planning, Transport, Regeneration Overview and Scrutiny Committee

The meeting will be held at **7.00 pm** on **26 January 2023**

Committee Room 2, Civic Offices 3, New Road, Grays, Essex, RM17 6SL.

Membership:

Councillors Alex Anderson (Chair), John Allen (Vice-Chair), Robert Gledhill, Tom Kelly, Kairen Raper and Lee Watson

Substitutes:

Councillors Adam Carter, Shane Hebb, John Kent, Martin Kerin and James Thandi

Agenda

Open to Public and Press

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1. Apologies for Absence	
2. Minutes	5 - 16
To approve as a correct record the minutes of the Planning, Transport, Regeneration Overview and Scrutiny Committee meeting held on 23 November 2022 and 6 December 2022.	
3. Items of Urgent Business	
To receive additional items that the Chair is of the opinion should be considered as a matter of urgency, in accordance with Section 100B (4) (b) of the Local Government Act 1972. To agree any relevant briefing notes submitted to the Committee.	
4. Declaration of Interests	
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| 6. | Fees and Charges Pricing Strategy 2023/24 | 43 - 74 |
| 7. | Integrated Transport Block (ITB) Capital Programme 2023/24 & Highways Maintenance Allocation and Programme 2023/24 – TO FOLLOW | |
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Queries regarding this Agenda or notification of apologies:

Please contact Kenna-Victoria Healey, Senior Democratic Services Officer by sending an email to Direct.Democracy@thurrock.gov.uk

Agenda published on: **18 January 2023**

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DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

Breaching those parts identified as a pecuniary interest is potentially a criminal offence

Helpful Reminders for Members

- *Is your register of interests up to date?*
- *In particular have you declared to the Monitoring Officer all disclosable pecuniary interests?*
- *Have you checked the register to ensure that they have been recorded correctly?*

When should you declare an interest *at a meeting*?

- **What matters are being discussed at the meeting?** (including Council, Cabinet, Committees, Subs, Joint Committees and Joint Subs); or
- If you are a Cabinet Member making decisions other than in Cabinet **what matter is before you for single member decision?**



Does the business to be transacted at the meeting

- relate to; or
- likely to affect

any of your registered interests and in particular any of your Disclosable Pecuniary Interests?

Disclosable Pecuniary Interests shall include your interests or those of:

- your spouse or civil partner's
- a person you are living with as husband/ wife
- a person you are living with as if you were civil partners

where you are aware that this other person has the interest.

A detailed description of a disclosable pecuniary interest is included in the Members Code of Conduct at Chapter 7 of the Constitution. **Please seek advice from the Monitoring Officer about disclosable pecuniary interests.**

What is a Non-Pecuniary interest? – this is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest.

Pecuniary

If the interest is not already in the register you must (unless the interest has been agreed by the Monitoring Officer to be sensitive) disclose the existence and nature of the interest to the meeting

If the Interest is not entered in the register and is not the subject of a pending notification you must within 28 days notify the Monitoring Officer of the interest for inclusion in the register

Unless you have received dispensation upon previous application from the Monitoring Officer, you must:

- Not participate or participate further in any discussion of the matter at a meeting;
- Not participate in any vote or further vote taken at the meeting; and
- leave the room while the item is being considered/voted upon

If you are a Cabinet Member you may make arrangements for the matter to be dealt with by a third person but take no further steps

Non- pecuniary

Declare the nature and extent of your interest including enough detail to allow a member of the public to understand its nature



You may participate and vote in the usual way but you should seek advice on Predetermination and Bias from the Monitoring Officer.

Our Vision and Priorities for Thurrock

An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future.

1. **People** – a borough where people of all ages are proud to work and play, live and stay
 - High quality, consistent and accessible public services which are right first time
 - Build on our partnerships with statutory, community, voluntary and faith groups to work together to improve health and wellbeing
 - Communities are empowered to make choices and be safer and stronger together

2. **Place** – a heritage-rich borough which is ambitious for its future
 - Roads, houses and public spaces that connect people and places
 - Clean environments that everyone has reason to take pride in
 - Fewer public buildings with better services

3. **Prosperity** – a borough which enables everyone to achieve their aspirations
 - Attractive opportunities for businesses and investors to enhance the local economy
 - Vocational and academic education, skills and job opportunities for all
 - Commercial, entrepreneurial and connected public services

Minutes of the Meeting of the Planning, Transport, Regeneration Overview and Scrutiny Committee held on 23 November 2022 at 7.00 pm

Present: Councillors Alex Anderson (Chair), John Allen (Vice-Chair), Adam Carter (Substitute for Tom Kelly), Robert Gledhill, Kairen Raper and Lee Watson

Apologies: Councillors Tom Kelly

In attendance: Mark Bradbury, Director of Place
Kevin Munnelly, Assistant Director of Regeneration and Place Delivery
Leigh Nicholson, Assistant Director for Planning, Transportation and Public Protection
Mat Kiely, Transport Development Manager
Navtej Tung Strategic Transport Manager
Kenna-Victoria Healey, Senior Democratic Services Officer

Before the start of the Meeting, all present were advised the meeting was being live streamed and recorded, with the recording to be made available on the Council's website.

14. Minutes

The minutes of the Planning, Transport and Regeneration Overview and Scrutiny Committee meeting held on 18 October 2022 were approved as a true and correct record.

15. Items of Urgent Business

There were no items of urgent business.

16. Declaration of Interests

Councillor Gledhill declared that had knowledge of the items on the agenda from his time as Leader of the Council, however he felt he could discuss them with an open mind.

Councillor Watson declared an interest in agenda item 5 in that she was a Ward Member for Purfleet on Thames.

17. Purfleet Centre Regeneration Programme

The Assistant Director of Regeneration and Place Delivery presented the report found on pages 9-14 of the agenda.

Councillor Anderson Chair of the Committee thanked Assistant Director for the report and commented didn't feel that a two-and-a-half-page report on this topic was adequate, he then opened up to questions from other Committee Members.

Councillor Watson enquired if the £75.1 million was ring fenced for used by PCRL on the site or whether it could be used for other things. The Assistant Director of Regeneration and Place Delivery explained the £75million was for the housing infrastructure fund and was allocated from Homes England. He continued by stating the funding was directly for the Purfleet scheme, and in terms of the program itself £25 million of that funding had already been put into an infrastructure program as part of the first phases of the programme.

Councillor Watson commented there where conditions attached to investment however Officers were still to sign the development agreement should there be a need of any changes. Members sought examples of what sort of changes could be required. The Assistant Director stated any changes were still subject to discussions with potential Partners however changes could include amendments to the development agreement around the phasing of programme.

During discussions, Members were informed that in phase 1A 34 units out of 2650 units would be allocated for affordable housing. This would make up 10% of the overall scheme and was approved via Planning in 2019. It was then asked by Councillor Carter as to why the IMC was being presented as a positive milestone when it hadn't been past the discussion stage at present. The Assistant Director advised it was positive in that this was part of a network of IMC the Council was promoting across the borough and it was a requirement for this to be delivered as part of the first phase. He continued by further advising discussions were taking place in a positive manner with NHS colleagues, to enable them to move forward on terms of the ultimate design of the IMCs. He assured Members Officers were working positively to receive such confirmation and to move forward with the project.

Members heard how in terms of the development agreement it would be reviewed when every phase came forward as part of the project and would be tested for viability, this was so schemes which were not viable, were not brought forward. The Assistant Director continued by saying working with PCRL these schemes would be reviewed to make sure they were viable both within the marketplace and also met the wider aspirations of the Council to create and to tie in with the cultural offer currently at High House Production Park and to build upon this.

The Director of Place addressed Members agreeing that the report before them was not good enough in terms of the detail or the content and moving forwards ensured the Committee there would be more detail included. He continued by stating Officers were starting to look at how to work more collaboratively across the different departments Property, Planning and Regeneration to ensure delivery of project.

Councillor Watson requested that the report be brought back to the Committee at a later meeting.

Following discussions around the recommendations Members agreed to reword recommendation 1.1 to read *“Overview and Scrutiny Committee are asked to comment on the progress of the scheme in recent months in particular, the £75.1m HIF of Central Government investment into the Borough and note the development agreement”*

RESOLVED

- 1. Overview and Scrutiny Committee are asked to comment on the progress of the scheme in recent months in particular, the £75.1m HIF of Central Government investment into the Borough and note the development agreement**
- 2. Note the ongoing process needed to negotiate terms with PCRL, Homes England and Thurrock Council to continue with the procurement of additional funding for the next phases of the Purfleet Programme.**

18. Grays Regeneration Update

The Assistant Director of Regeneration and Place Delivery presented the report found on pages 15-20 of the agenda.

The Chair thanked Officers for the report and referred to the table on page 18 of the report outlining the timeline with the construction of the underpasses being in July 2025. He continued by referencing a previous report presented to the Committee in July 2021, which gave a cost estimate based on an assumed start on site in late 2022. From this he enquired what had happened to cause a two-and-a-half-year delay and secondly the report from July 2021 mentioned any delay to the program could increase the overall costs. He sought as to how confident were Officers when it came to the overall cost of the project that it would remain on budget.

The Assistant Director advised Members in terms of the July 2021 report it would have set out a timetable at that time. The report in front of Members, was an update by the project team as the realistic timelines and they had been tested in part. He continued to notify Members it was his intention to review the scheme to see whether this was the most effective way of delivering it.

During discussions Members raised their concerns as to not only the changes in cost from 2021 when aspects of the project were agreed but also the pressure cost on top for the project. It was enquired as too what was the contingency, if the recovery and Improvement plan confirmed the project could go ahead with £37.3 million, and what would the differential in the millions of pounds be that would not be covered by funding. It was explained this was why the Gateway review of the project was required and Officers

were currently working at the moment through this process. The Assistant Director confirmed all Capital delivery schemes were going through this review process.

Councillor Gledhill sought as to whether the £11million funding from SELEP was at risk given the time it had taken to move forward with the project. The Assistant Director explained the funding was conditional on delivery of outcomes and those outcomes had to be delivered, otherwise the money could be subject to claw back. He advised that the outcomes in question were the creation of the two public spaces either side of the of the underpass.

RESOLVED

Planning, Transport and Regeneration Overview and Scrutiny Committee are asked to comment on the proposed approach to updating the existing Masterplan for Grays set out in this report.

19. Thurrock Supported Bus Services

The Strategic Transport Manager presented the report found on pages 21-104 of the agenda.

It was enquired if any other forecasts had been carried out such as instead of having a bus running seven days a week, perhaps having it running four days a week per route.

Officers explained they hadn't looked at the alternatives in terms of how that provision would be provided, as they had been looking at the value of money the service provides, it was commented there was that option for Officers to go away and to look at all various different opportunities. Members heard how in reality if Officers looked at reducing the number of days services were run it would be a proportional cost reduction as the vast majority of the cost in providing the services was the labour cost and the fuel cost rather than the provision of the bus itself.

The Committee were advised the additional cost to provide the service was only £18,000 due to the fact that the Council had been able to receive additional grants, if it wasn't for these grants the additional cost would have been £100,000. If the Council were to continue next year and maintain the service it could be as much as an additional £200,000.

Councillor Gledhill congratulated Officers on the way they carried out the consultation, he commented it was the first time he'd seen a consultation that pretty much ticked every single box when it came to giving people the ability to interact with the Council.

He went on to raise concerns that supplying a bus service was a historic and ongoing issue with a local Councillor saying it was for residents in certain areas to use the bus services or there was a risk of losing them. He

continued by commenting a number of the popular journeys were out of the borough, and he echoed Councillor Watson comments that the outer areas of the borough needed the transport support, however he also felt that residents should also have the understand they may need to use more than one bus to complete a journey as many residents across the Borough were already doing.

The Committee agreed to suspend standing orders at 9.10pm to allow the agenda to be completed

Officers were thanked for the report, with Members observing it was pleasing to see the inclusion of the impact assessment. It was mentioned by the committee that they didn't want to see the services around the Borough lost as they were used not just because of the hospitals but also people taking their children to school. The cost element to providing the service was acknowledged however it was commented that it was also important to think about residents who lived in the villages and had no other mode of transport.

It was suggested that a Hub and Spoke Model be looked into, where if required people could change from one bus service to enable them to cross the Borough, rather than increasing costs and decreasing services. It was further suggested that a new route or routes were needed to cover the outlying areas which required a service such as Purfleet, Fobbing and Corringham.

The Chair echoed the comments made by Members as to receiving additional specific information on what an alternative route to cover all three options would look like, whether it would be possible to develop a Thurrock wide fair scheme and what it would look like.

Councillor Anderson suggested that Councillor Gledhill's suggestion that "*a further report be presented to the Committee to give options for a new possible route or routes which could be included into a hub and spoke system covering the outside Villages and to look at the option of a flat fee across the Borough*" replace recommendation 1.2 within the report.

This was agreed by the Committee.

RESOLVED

- 1. For Members of Planning, Transportation and Regeneration Overview and Scrutiny Committee to consider and comment on the report and supporting appendices for presentation to Cabinet.**
- 2. A further report be presented to the Committee to give options for a new possible route or routes which could be included into a hub and spoke system covering the outside Villages and to look at the option of a flat fee across the Borough.**

20. Work Programme

Members discussed the Work Programme for the remainder of the municipal year.

RESOLVED

- Members to receive a Briefing Note on East Facing Slip
- Portfolio Holder for Growth report – February 2023

The meeting finished at 9.37pm

Approved as a true and correct record

CHAIR

DATE

Any queries regarding these Minutes, please contact Democratic Services at Direct.Democracy@thurrock.gov.uk

Minutes of the Meeting of the Planning, Transport, Regeneration Overview and Scrutiny Committee held on 6 December 2022 at 7.00 pm

Present: Councillors Alex Anderson (Chair), Shane Hebb (Substitute for Robert Gledhill) Tom Kelly, Kairen Raper and Lee Watson

Apologies: Councillors Robert Gledhill

In attendance: Councillor Mark Coxshall, Leader and PFH for Growth (from 7.19pm)
Leigh Nicholson, Assistant Director of Planning, Transport and Public Protection
Kevin Munnely, Assistant Director of Regeneration and Place Delivery
Phil Carver, Strategic Lead for Enforcement (left at 7.34pm)
Jonathan Keen, Interim Strategic Lead Development Services
Mat Kiely, Strategic Lead for Transportation Services
Kenna-Victoria Healey, Senior Democratic Services Officer

Before the start of the Meeting, all present were advised that the meeting was being live streamed and recorded, with the recording to be made available on the Council's website.

21. Minutes

The minutes of the Planning, Transport and Regeneration Overview and Scrutiny Committee meeting held on 23 November 2022 were approved as a true and correct record.

22. Items of Urgent Business

There were no items of urgent business.

23. Declaration of Interests

Councillor Hebb declared an interest in agenda Item 6, as he was one of the Ward Members for Stanford Le Hope.

Councillor Kelly asked that it be noted he worked for London Gateway who mentioned within Item 6.

24. Fees and Charges Pricing Strategy 2023/24

The Assistant Director of Planning, Transport and Public Protection presented the report found on pages 9-32 of the agenda.

The Chair of the Committee thanked the Assistant Director for the report and sought clarification on resident parking permits reference within in agenda on page 11, that there was a proposal to introduce a £10 charge for residents when applying for their first parking permit and £20 for the second permit. The Strategic Lead for Enforcement confirmed the proposal was to introduce a small fee of £10, payable by residents for the first resident permit and £20 pound for the second permit. He continued to advise the third permit was to be increase by £5 from £75 to £80 for 2023/2024. Members heard that Officers had benchmarked against neighbouring authorities and the proposal was still considerably lower for each permit, compared to other Local Authorities.

During discussions Members commented they did not feel comfortable charging residents a fee to enable them to park outside their own home. The Strategic Lead for Enforcement advised Members that any proposed increase in income was ring fenced to go back into the service for road signs, resurfacing etc. He continued by noting this part of the service, there had not been an increase in parking permits before for either the 1st or the 2nd permit for a household.

Councillor Watson enquired as to how much revenue was to be made from the proposal to charge a small fee for resident parking permits. The Strategic Lead for Enforcement noted if the proposal was to be approved, it would affect an average of 75% of residents and will be around £37,910 for the first permit, and the second permit would be around £15,160.

Following questions from Members it was highlighted that fees from pre-planning applications were ring fenced back into the Planning Department to support the planning team and grow the planning team where possible.

It was sought in terms of consultation, what considerations had been given in terms of consultation such as consulting Ward Members when proposing a fee for resident parking. Members heard that when producing the report, it has been consulted with the relevant Portfolio Holder, however Officers were unsure if Ward Members had been contacted.

Further to a question from Councillor Hebb, the Interim Strategic Lead Development Services advised the statutory fees for planning applications were set by National Government and so Officers were not able to affect changes to those fees. The fees which they had the control over were the fees for the pre-application, which were set by the Council. He continued by saying officers believed that increasing those fees would provide increased revenue to provide extra staff, meaning Officers could provide a quicker and improved service.

Councillor Watson asked that further information could be provided to Members on Building Control referenced at 6.3 of the report. She commented she felt the report should be brought back to the Committee at the next meeting.

Councillor Hebb suggested the following additional recommendation, which was agreed by all Committee Members.

That Planning, Transport and Regeneration Overview and Scrutiny Committee request the proposal to increase the fees relating to resident parking permits is consulted with Ward Members and that further information on building control be reported back at the next meeting of the committee.

RESOLVED:

- 1. That Planning, Transport and Regeneration Overview and Scrutiny Committee note the revised fees, including those no longer applicable, and comment on the proposals currently being considered within the remit of this committee.**
- 2. That Planning, Transport and Regeneration Overview and Scrutiny Committee note that Director delegated authority will be sought via Cabinet to allow Fees & Charges to be varied within a financial year in response to Legal or Regulatory requirements only.**
- 3. That Planning, Transport and Regeneration Overview and Scrutiny Committee request the proposal to increase the fees relating to resident parking permits is consulted with Ward Members and that further information on building control be reported back at the next meeting of the committee.**

25. Stanford-le-Hope Interchange Project

The Assistant Director of Regeneration and Place Delivery presented the report which had been marked to follow on the agenda and circulated to Members before the meeting.

The Chair of the committee I think this isn't director for the report and commented it was disappointing the conversation with voltage didn't go well. He continued by enquiring as to the risk with no current contract in place and therefore not knowing how much completion of the project would cost, what was the risk of losing the SELEP funding which required a complete design of phase two by the end of March 2023. The Assistant Director of Regeneration and Place Delivery advised members that a significant design for phase two was completed I'm put forward for pre planning approval however this was not met. He continued by stating the budget for Stanford Le Hope Station was within £15 million, and officers were working to be able to go out to tender for a new contractor to complete the project.

Cheering questions from Members, Councillor Raper stated it was disappointing the Council were now in this position and enquired if it was possible for a new designer to be appointed by December 2022. The Assistant Director of Regeneration and Place Delivery informed Members that

Avon, who was a consultancy company and completed the previous design work had been appointed. He further commented they had knowledge of the scheme design and pre-planning application.

Following discussions and concerns from Members Councillor Hebb suggested that a Task and Finish or Work Group be set up to investigate the progress the project was making.

This was agreed by all Committee Members and the following additional recommendation was proposed following advice from Democratic Services:

That the Planning, Transport and Regeneration Overview and Scrutiny Committee propose a Working Group be formed to investigate the Stanford-le-Hope Interchange Project.

RESOLVED:

- 1. That the Planning, Transport and Regeneration Overview and Scrutiny Committee notes and comments on the information provided relating to development & delivery of the Stanford-le-Hope Interchange project.**
- 2. That the Planning, Transport and Regeneration Overview and Scrutiny Committee propose a Working Group be formed to investigate the Stanford-le-Hope Interchange Project.**

26. Work Programme

Members discussed the work programme within the agenda and the Chair suggested an extraordinary meeting be held in January 2023.

RESOLVED:

That an extraordinary meeting be held in January 2023 and details be circulated to Members via email.

The meeting finished at 8.15pm

Approved as a true and correct record

CHAIR

DATE

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Democratic Services at Direct.Democracy@thurrock.gov.uk**

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26 January 2023	ITEM: 5
Planning, Transport and Regeneration Overview and Scrutiny Committee	
Portfolio Holder Annual Report for Transport and Public Safety	
Report of: Councillor Ben Maney, Portfolio Holder for Transport and Public Safety	
This report is Public	

Introduction

Public Realm and Resources and Place Delivery have continued to be focus on delivery for the Council over the past 12 months. This report sets out the approach and successes of the Teams from the Fleet Department, through to Enforcement, Highways and Transportation Services.

Active Travel opportunities have been identified and developed and the Transportation Services team continue to encourage sustainable modes of travel as well as public transport opportunities.

The long-term strategic vision for the transport network is being developed through an interim Thurrock Transport Strategy and a range of supporting documents. This work will account for the Council's growth aspirations and will be developed to align with opportunities from our emerging Local Plan, the LTC proposal and the Council's Highways Development Management requirements.

Road Safety continues to be a priority and DfT funding has been utilised, from a number of sources, to ensure incidents on the network are addressed and managed effectively. Road Safety Engineering schemes are complimented by the excellent work undertaken by our Road Safety Team to make our roads safer for everyone.

As the cold weather falls upon us, the winter gritting crews are prepared and ready for action, keeping our strategic roads open for traffic.

The cold and wet weather takes its toll on our carriageway surfaces resulting in an increased number of potholes appearing across our road network, all of which will be inspected and repaired, continuing to meet the targets set within the KPI.

Keeping the borough moving whilst efficiently managing and co-ordinating roadworks remains a priority for the Network Management team as they continue to keep disruption to our residents to a minimum.

1. Network Management

- 1.1 Last fiscal year Network Management Team received over 11,000 applications to work on the Highway Network, granting 6,335, of those applications. 892 Fixed Penalty Notices were issued for non-compliance of permit conditions which has given the team greater control of the road network ensuring inconvenience to our residents and road users is kept to a minimum.

2. Highways Infrastructure

- 2.1 The council manages and maintains highway assets which consist of over 545km of carriageway and over 700km of footway & cycle ways. Through last years' capital programme 42 roads have been attended from resurfacing to large scale patching works and 22 footway reconstruction schemes have been delivered. The team have made good progress already for this year's programme with 70% of the carriageway programme and 72% of the footway programme already having been completed.
- 2.2 Efficient and effective programme management and delivery through effective asset management has enabled us to maintain Level 3 in the DfT's Highway Maintenance Efficiency Programme, the highest level available. This has enabled us to secure the maximum funding available for the upkeep of our roads.
- 2.3 On our structures, 35 principal inspections were completed last financial year as part of an annual rolling programme. The results of the inspections help form the basis of our future work programmes and priorities. These inspections have allowed us to identify the need to complete major works of key structures within the Borough such as the Orchard Road footbridge, Fort Road bridge and Stoneness Road bridge.
- 2.4 We continue to implement the Central Management System (CMS) to our street lighting stock which started this fiscal year. The new system will allow us to remotely monitor over 17,000 street lights and allow us to action faults seamlessly without the need for our residents to call in and report faults themselves. The CMS means officers can view all our street lights from any computer and provide a live status on faults, and energy usage, amongst other things.

3. Reactive Maintenance

- 3.1 545km of the highway network requires safety inspections which are completed by our Highways Safety Inspectors. Last fiscal year we carried out 3,087 routine safety inspections and over 2000 ad-hoc inspections derived from customer enquiries via our Highway Report It website, resulting in the identification and repair of over 3,683 potholes, exceeding the KPI target of

98% for pothole filling within the allocated timeframe. This shows our continued commitment to the 'fill it' campaign.

- 3.2 In addition to the above, a further 2,700 customer enquiries were received and processed via the Highways Report It app for other highway related issues last financial year and our in-house Highways Team continues to be on hand to deal with out of hours emergencies.
- 3.3 The Highways Infrastructure Service has been instrumental in providing assistance and support in managing the impact from the Just Stop Oil Protestors in April and August and again only recently involving an incident on the QEII bridge. The Team engaged with all stakeholders and moved swiftly into action to fill the tunnels that were created and to enable Thurrock traffic to flow again.

4. Transportation Services

- 4.1 The Transportation Services Team continue to deliver a diverse programme of strategic and physical improvements for Thurrock's transport network. The team focus upon two main areas, firstly, the strategic need for improvements to be delivered to support the Council's Local Plan and long-term growth aspirations, and secondly, delivering schemes, measures and infrastructure that tackle the key policy areas and priority issues on the network on day to day and annual basis.
- 4.2 The ITB capital programme was approved in March, setting out how the £979,000 funding allocation from DfT is prioritised and utilised across agreed policy areas of Road Safety Engineering, Safer Routes to Schools, EV Charging and the Area Intervention Programme.

The development of key schemes under the ITB programme has seen the successful installation of Thurrock's third average speed camera system on the network which has proven to be an effective tool in reducing accidents on high category routes. At the other end of the spectrum, the delivery of improved crossing facilities in Tilbury, following extensive engagement with residents under the new policy of Area Intervention Programme has seen significant investment in areas that have long been ignored.

- 4.3 In additional to the annual ITB allocation, the Transportation Services team also continue to successfully gain additional funding and have also focused on progressing areas such as:
 - o A126 Safer Roads Fund – reducing accident severity on the A126
 - o Kerb It – utilising capital bid funds to deliver Kerb It schemes in Aveley, Ockendon, SLH and CSM.

- o A1013 Treetops access – utilising capital bid funding to design and implement enhanced access arrangements to support development of Orsett Heath Academy.
 - o N13 cycle route – utilising funds to deliver extended waling and cycling schemes in Tilbury.
- 4.4 In 2022 the team have continued to develop the Transport Strategy and Vision work to support the Local Plan and the long-term transport aspirations for the borough. A draft version of the Transport Strategy, Vision and baseline work has been presented to lead members and the Local Plan taskforce group and will be submitted to O&S and Cabinet at the turn of the year. Stakeholder engagement and wider consultation will also commence in early 2023.
- 4.5 Other key highlights to note include:
- 4.6 Strategic Transport Model
In 2022, the team commissioned a new Strategic Transport Model to support the delivery of the new Local Plan and Transport Strategy. This model will help the council to better understand the transport impacts of new developments and growth in the borough and help target where enhancements are required on the road network. The model will form a supporting tool whereby new development proposals can be tested to determine necessary mitigation measures. It is expected the model will be ready for use in Summer 2023.
- 4.7 Transport East Strategy
In 2022 the team have continued to work collaboratively with the Transport East STB to develop the TE Strategy document which sets out the aspirations, vision and goals for transport improvements across the Transport East area. The Transportation Services team have played a key role in ensuring that this work has developed and O&S members have been asked to endorse the Transport East Strategy work to date.
- 4.8 Active Travel Fund (ATF) consultation – Branksome Avenue
Following the award of ATF allocations from central government, the Transportation Services Team worked to identify various Active Travel walking and cycling schemes within the borough. Scheme ideas have been shared with Ward Members and have been taken to consultation in certain locations (including Homesteads and Stanford Le Hope West wards). The team are currently progressing ATF schemes in Stanford Le Hope West and an upgraded road crossing facility is to be provided on the A128 at Orsett Cock to support the existing A1013 spine route.
- 4.9 ATF consultation SLH West
A six-week consultation was undertaken within Stanford West ward over the spring/summer period. The consultation focussed upon a range of measures which would help to reduce rat running and traffic speeds within the residential side street, supporting the safer movement of cyclists and

pedestrians, as well as the creation of a small number of off-road cycle lanes. Following support for the schemes, these are being further designed for consideration in early 2023.

4.10 ATF scheme – A128 Brentwood Road

Utilising funding from the Active Travel Fund, this scheme is proposed to deliver a safe crossing across A128 Brentwood Road, connecting the cycle route on either side of the road. Feasibility studies are underway now that the A13 widening project is nearing completion

4.11 National Cycle Route 13

The delivery of this project is on track for completion by the end of the financial year and has seen significant investment in Tilbury to provide National Cycle Network 13 through the heart of the borough. This follows on from 4 years of continuous investment in this area through a combination of Council funding, development funding and external bids

4.12 Tilbury Cycle Hub

The Forward Motion Thurrock Cycle Hub is an externally funded facility through DfT funds. Originally delivered through the Access Fund via the South Essex Active Travel Project, it is now funded through DfT grants. The hub provides access to low cost refurbished cycles, as well as providing access to cycle repairs and maintenance for the community in Tilbury.

Thurrock Council took over management of the facility in April 2021. In that time, the hub has increased its revenues by 100% and increased its opening hours to six full days per week, providing support to the local community of Tilbury and beyond on all matters cycling. The hub also offers free safety checks and advice to residents and supporting events led by the council or other community groups to encourage safe cycling. The cycle hub is located on Calcutta Road. It is expected this facility will continue into 23/24 based on grants and revenues.

4.13 A126 Safer Roads Fund programme

Implementation of the A126 Safer Roads Fund has continued in 2022 and progress has been made overall to deliver measures that will reduce accident severity on the A126 route.

4.14 A1013 Treetops progress

This scheme has seen the transportation Services team work collaboratively with the Department for Education to deliver significant enhancement for not only Treetops SEN school but also providing dedicated access to the recently approved Orsett Heath Academy secondary school. The detailed design for this project is nearing finalisation and the projected start date for the highway works is scheduled for March/April 2023 and is projected to be fully open by September 2023.

4.15 East Facing Access Outline Business Case progress

The A13 East Facing Access (EFA) Outline Business Case (OBC) identifies the council's initial preferred scheme option. However, National Highways

have asked for alternative options to be explored which do not have such a direct impact on the Strategic Road Network and do not lead to the delivery of a new slip road arrangement on the A13 between A126 and Stifford. The team are working with National Highways to understand the alternatives that could be brought forward and how this will inform a revised OBC submission to DfT.

4.16 Capital Bids – Kerb-it programme

The team have been successful in gaining additional funding for Kerb-it schemes this year. The programme includes a number of schemes for implementation this year including Plaistow Close, Stanford Le Hope, Love Lane, Aveley, St Michael's Road, Chadwell St Mary and Cruick Avenue, Ockendon.

4.17 Supported Bus Services consultation

A twelve-week consultation was undertaken by the Passenger Transport team (following secondment into Transportation Services this year) to determine if the existing supported bus services offered in Thurrock – the 1, 265 and 374 should be retained. The consultation commenced in July and ended in October. A report on the consultation is to be presented to Cabinet in December to determine any future outcome on the delivery of these three services.

4.18 Bus Service Improvement Plan and Enhanced Partnership

The Bus Service Improvement Plan (BSIP), has been developed by the team to identify opportunity to make a step-change in connectivity for those who live in, work in and visit Thurrock. A revised BSIP is to be developed in the coming year, to support further opportunities for funding to enhance bus services. The council is also required to deliver an Enhanced Partnership, formalising the existing collaborative partnership between the council and bus operators. It is expected the council will finalise this in early 2023.

4.19 Local Walking and Cycling Infrastructure Plan (LCWIP)

Work is underway to develop a Local Walking and Cycling Infrastructure Plan to provide Thurrock with a strategic long term infrastructure programme for walking and cycling improvements. This work forms a vital part of the Government's strategy to double the number of cycling journeys made and increase walking activity substantially by 2025.

4.20 EV Charging contract and programme

Following the Cabinet agreed Policy on infrastructure improvements and commitment to budget allocation through the ITB, the Transportation Services team secured a 3-year strategic partnership with Connected Kerb to supply and manage the EV charging infrastructure for Thurrock. The Council has submitted a bid to the Government Office for Zero Emission Vehicles (OZEV) for up to 60% of the installation costs for 78 new charging sockets to be installed across the borough in 10 local centres. If this bid is successful, it will see the Council install these facilities by the end of the year. The team continue to explore opportunities in this area and a second is to be

progressed for submission by the end of the year for further charging facilities to capitalise on the Governments funding opportunities in this area.

5. Road Safety

5.1 The Road Safety team deliver a vital link between educating and enabling local people to use the road network safely. They work closely with local schools and offer a range of informative educational and practical initiatives, including School Crossing Patrols, Cycle Training, Safety Walks etc. Some of the highlights from the Council's road safety programme include:

- Bikeability Cycle Training (including Level 1, 2 & 3, Balance Bike and Learn to Ride) in 34 Schools covering 2,025 learners.
- So far this academic year (Sept 22) the team have 30 primary schools and 3 secondary schools booked in for Pedestrian training.
- 11 schools have already received Pedestrian Training, with 1004 Pupils/Parents trained.
- Twilight Trail events (awareness of being Bright and Being Seen during the winter months) will be held in 18 schools for 540 (approximately) Year 3 pupils and parents;
- Junior Road Safety Officers (JRSOs) adopted in 12 schools.
- Road safety activities are taking place within schools with JRSOs including poster competitions / assemblies / fashion shows which involve both pupils and staff – the schools taking part are; Arthur Bugler / Chadwell / Denholm / Dilkes / Horndon / Stifford Clays / Thameside / Warren / Woodside. Lansdowne/Arthur Bugler
- 12 School Crossing Patrol (SCP) sites in active service. Two additional sites currently vacant;
- 16 School Travel Plans completed online with Modeshift STARS to accreditation standards with many more working towards developing robust achieve plans promoting sustainable travel and road safety.
- Scooter training delivered at 18 schools. a total of 784 Year 1 pupils have participated in scooter training during Sept 2021 - July 2022.
- 20 adults have received Adult Cycle Training lessons.

5.2 it is worth noting that every school in Thurrock will be offered a form of Road Safety Training for their pupils during the academic year 2022/2023.

6. Highways Development Management and Traffic

6.1 Over the period, the Highways Development Management Team have continued to provide a significant support to the Council's Planning service and to high-profile developments in the Borough, including Thames Enterprise Park and, Orsett Heath Academy.

6.2 The team also continues to be provide key specialist advice for Nationally Significant Infrastructure Projects (NSIPs) and their related Development Consent Orders (DCO).

- 6.3 The team continue to review and update policies and standards and have overseen the development and adoption of the Council's parking standards, the first of its type to be adopted for over 20 years. They are also currently reviewing the Council's construction specification, with colleagues in Highways Maintenance and Planning, to ensure that innovative and sustainable highway design is at the forefront of new developments and highway improvements, reducing the maintenance and environmental impacts on the network

7. Freeport Opportunities

- 7.1 The team are exploring opportunities to support the Thames Freeport and provision of initial funding to support active travel and sustainable travel opportunities. The focus of this work is to deliver schemes and measures that will enable local people and Freeport employees to benefit from improved public transport and active travel options.

8. Passenger Transport

- 8.1 The Passenger Transport team was seconded into the Transportation Services team last year to provide greater integration with the strategic work that the TS team undertake.
- 8.2 The PT team continue to assess and review current bus use and suggest that patronage is approx. 80-90 % of pre-pandemic levels Central Government is continuing to financially support commercial operators and Thurrock Council maintains its support for tendered services.
- 8.3 The PT team have continued to work with Commercial Operators who have continually adjusted services serving our remote residential areas such as Orsett, Horndon on the Hill and Bulphan. Following network review meetings with commercial operators, timetables have been amended to provide a more sustainable network in which to deliver sufficient services.
- 8.4 The PT team have progressed the bus shelter replacement programme with a plan to renew shelters throughout the borough. 19 shelters have been installed from the first phase. The second phase will then result in a further 52 being replaced. Running alongside this programme 34 new digital real time information screens will be installed within the shelters, with some large-scale screens at Grays Bus Station and other key sites. At present 44 shelters have now been installed. Phase 2 is now underway with installations commencing this month (November 2022).
- 8.5 The team have overseen implementation of 13 new real time information (RTI) screens, including 5 totem displays within Grays Town Centre. The remainder of the Real time information screens will be installed upon completion of the phase 2 shelter installations.

- 8.6 The team continue to provide input and advice on the Tilbury – Gravesend ferry service contract which is due to be extended for a further year. The Contract manager for this service is Kent County Council, and Thurrock act as a partner. No issues of note regarding service delivery are known. Kent County Council may however look to tender the service upon contract expiry.
- 8.7 The PT team have also developed discussions with the landing stage owner (Port of Tilbury) regarding its future use as a ferry passenger boarding/disembarkation point. It is understood that the current agreement between the Port of Tilbury and Thurrock Council is to continue, with potential review to some terms and conditions in the near future.
- 8.8 The team have continued to administer the National Concessionary bus pass scheme to eligible residents on behalf of Central Government. Currently, bus pass issue stands at 21,166, of which 19,295 are older persons, 1,871 are disabled persons, of which 696 are disabled persons with companion element.

9. Wayfinding

- 9.1 The Transportation Services team has expanded its programme of delivering wayfinding schemes across the borough. Wayfinding schemes have been consulted upon and delivered in South Ockendon and Aveley this year, funded by underspend from the Access Fund.

10. Lakeside Cruisers

- 10.1 The Transportation Services team are working with Essex Police and the Council's Community Safety Partnership to find a solution to the racing and cruising issues experienced in and around the Lakeside area.

11. Fleet Management

- 11.1 Following the procurement and receipt of new Waste vehicles, eighteen old vehicles have been sold at auction generating an income back to the council of approximately 700k.
- 11.2 The Council's in-house MOT station has carried out 480 MOTs in the past twelve months, The workshop Team have carried out 600 in house services and over 400 taxi compliance tests and over 3500 vehicle defects/repairs.
- 11.3 New contracts have been tendered and awarded to ensure efficiency and best value is achieved. Contracts include fuel provision, PPE provision and the digitalisation of driving licence checks.

12. Gritting

- 12.1 Last winter we experienced unprecedented weather conditions. Weather monitoring commenced in October and the gritters were on standby for action. Last season we completed 39 runs in total, with 21 gritting runs being undertaken in January alone.
- 12.2 Thurrock has its very own Weather Station which provides more accurate and localised data. This potentially saved 19 gritting actions from being undertaken last season which produced a saving of around £66,000.

13. Parking Enforcement

13.1 Road Traffic Act 1991 (RTA91) - Decriminalised Parking Enforcement

Prior to September 1993, the enforcement of prohibited parking was carried out by police traffic wardens. Permitted parking was enforced under criminal legislation and non-payment pursued through Magistrates Courts. As a result of legislation in the Road Traffic Act 1991 (RTA91), decriminalised parking enforcement (DPE) was introduced in Thurrock in 2005

- 13.2 The Parking Enforcement Team continue to provide high visibility, proactive and reactive parking enforcement patrols across the borough in response to parking contraventions. They promote and encourage sensible and legal parking by enforcing in a fair and transparent way in accordance with legislation, Policy, and Procedures.
- 13.3 All Thurrock Civil Enforcement Officers have received training in line with best practice and industry standard, receiving a specialist parking qualification produced by City and Guilds level 2. Following this training, the Parking Team has seen a significant increase in the professionalism and confidence of the front-line enforcement officers and in turn a vast improvement in the quality and number of Penalty Charge Notices issued in connection with variable contraventions.
- 13.4 The Parking Enforcement policy sits in support of and underpins the overarching Transport Strategy. The main objectives are to help maintain the free flow of traffic on our roads and in council-managed car parks to support the safety of all road users; assist the efficient movement of traffic; increase compliance and to maintain access to services and amenities.
- 13.5 Priority is given to, ensuring main traffic routes are clear of obstruction to enable free traffic flow across the borough wide road network. On a rotational basis, Officers continue to support daily patrols across residents parking zones, enabling residents to have ease of access to permit areas for themselves and their visitors. They also provide high visibility, robust enforcement patrols to hot spot school locations to encourage and promote sensible and compliant parking behaviour.

- 13.6 The Parking Team provide Officers who work on a rota basis Mon – Sat across a variable shift pattern during core hours and a resource of Officers who work a Twilight Shift in support of the evening economy in particular HGV nuisance parking. Officers are also flexible and will provide additional ad hoc enforcement out of hours including Sunday in support of, or in response to operational requirements, example: events such as Remembrance Sunday.
- 13.7 The parking service consists of 16 CEOs (Civil Enforcement Officers) who patrol across the whole borough, (10 permanent and 6 agency CEOs).
- 13.8 As a result of a successful business case, the parking team were granted approval to increase the establishment level of CEOs by 10 officers in November 2021. To date, the service has recruited, trained, and deployed 5 new front-line CEOs to post. These officers are employed on a cost neutral basis and their salary costs are offset from revenue received from penalty charge notice income.

Once the parking team have recruited to all posts, they will be working towards delivering a 24/7 parking enforcement service.

- 13.9 On January 1st, 2021, the UK left the EU. There was anticipated risk of increase in HGV (Heavy Goods Vehicles) traffic across the borough, and because of this the team provided 2 dedicated Civil Enforcement Officers throughout 2021 to target HGV vehicles parking outside of core hours. Officers worked through the night until 02.30AM to patrol known HGV hotspot areas and enforce against HGVs (Heavy Goods Vehicles) parked in contravention of restrictions. As a result of this operation which ran up until December 2021, the officers issued **1590** Penalty Charge Notices out of core hours.
- 13.10 The aftereffects of the Covid19 pandemic were still felt by the Parking Team during 2021/2022, which presented operational challenges to the team linked to officer deployment and the inability to deploy officers in the numbers required to effectively enforce, particularly in and around Schools:
- example**, Single deployment in vehicles placed operational pressure on deployment and response times. However, the officers showed resilience and increased foot patrols where required ensuring they continued to support the most vulnerable hot spot locations as a priority.
- 13.11 In the financial year 2021/2022 the team generated a parking surplus of + **£241,909.26**. This surplus was made up of income received from On-street/Off-street Pay & Display parking charges, permit income and penalty charge notice income.

There has been an increase in all revenue streams for the parking enforcement team which shows a move in the right direction towards returning to pre covid revenue levels. With an overall increase on generated income of **81.5%**.

- 13.12 The surplus income from civil parking enforcement is restricted to transport-related issues including the operation of public passenger transport services, highway or traffic improvement projects, and certain types of environmental improvement along with the maintenance of parking restrictions.
- 13.13 Pay and Display revenue alone increase by **73.55%** in 2021/2022. With the overall income generated from 158,327 transactions being **£230,893.10**, compared to 97,971 transactions bringing in **£133,037.70** in 2020/2022.
- 13.14 The overall number of Penalty Charge Notices issued for parking contraventions increased by **49%**, with the number of Penalty Charge Notices issued being **24,605** in 2021/22 compared to **16,478** in 2020/2021.
- 13.15 The parking service continues to support all PCN Notice Processing, Appeal and Representation functions and employs 3 City & Guild qualified Notice Processing and Appeals Officers.
- 13.16 During the year 2021/2022 the Notice Processing Team received a total of **1123** informal representations and **1045** formal representations which were submitted in line with the **Statutory Parking Appeals** process. The Parking Appeals and Notice Processing Officers are also responsible for responding to enquiries and complaints and provide advice and guidance to the public.
- 13.17 In the financial year 2021/2022 a total of **2612** debt registrations were submitted and accepted by the Traffic Enforcement Centre. As a result, £34,764.74 revenue was recovered.
- 13.18 The parking team have been working in partnership with highways in improving lines and signs across the borough to ensure they are up to prescribed standards to ensure fair and consistent enforcement can take place. Civil Enforcement Officers report any defects in lines or signs and refer faults to the Highways team to be scheduled for repairs.
- 13.19 The parking service has invested in new I.T solutions purchasing new ANPR (Automatic Number Plate Reader) handheld computer hardware for all front-line CEOs to assist them in issuing better quality Penalty Charge Notices and further investment in the back-office parking processing system in efforts to deliver a more streamlined back-office process which in turn will deliver a better customer experience.
- 13.20 In March 2022 the Parking Team implemented a new fully integrated Parking Permit solution which not only replaced the antiquated paper permit process but provides a greater scope with modules that underpin all the council's on and off-street enforcement requirements, inclusive of online and virtual permit processing. The benefits of Virtual Permits are detailed below:

- Permits are issued through a customer-facing web-solution, enabling users to virtually apply for, change and surrender permits, 24/7
- Reduces development input on dated system – saving time and money
- Drives efficiency and accuracy of application approval and payment
- Improves customer service and reduces administrative burdens on front office and back-office teams.
- Digital Permits – activated immediately upon approval of application.
- The Mobile Permissions Checker will automatically fetch all relevant permit data when the VRM is scanned by the ANPR function in the CEO handheld
- Visitor parking can be activated in advance and then if the visitor changes their mind these can be cancelled up to midnight the day before.
- Eco – friendly solution
- Automated renewal reminders
- Improves the experience of visitors
- Reduce number of lost and stolen permit.

14. Environmental Enforcement

14.1 The Environmental Team have continued to work proactively and reactively in partnership with internal and external partners to enable us to achieve the following:

- Reduce all types of environmental crime across the borough.
- Act as a visible deterrent to Crime and aspects of ASB across the Borough
- Increase public and business confidence in the local authority and Police
- Provide a high profiled, frontline, proactive and reactive response to all aspects of environmental crime and ASB.
- To promote social responsibility, community cohesion and awareness of the issues around environmental crime.
- To conduct specialist investigations incorporating high level legal, case preparation and case management to pursue those suspected of committing environmental crime within the borough.

This is achieved by using the “**3 E** approach”:

- **Education** - by means of community engagement, business visits, deploying signage and conducting letter drops.
- **Enforcement** - by means of issuing notices, Fixed Penalty Notices and investigation leading to prosecutions.
- **Engineering** - by means of target hardening locations used to commit environmental offences such as working with landowners to clear and secure fly tipped land and the installation of CCTV systems.

14.2 Team Dynamics

The Environmental Enforcement team is comprised of 7 Environmental Enforcement Officers (EEOs), consisting of a day shift team who cover the borough between 0800hrs – 1600hrs and a dedicated out of hours team, who

focus on the night-time economy supporting borough wide Anti-Social Behaviour patrols.

Officers are fully trained and CSAS (Community Safety Accreditation Scheme) accredited, enabling the team to utilise a wide range of devolved powers from Essex Police, which includes the seizure / confiscation of alcohol and powers to require the names and addresses in respect of those committing Anti-Social Behaviour, making them even more effective in tackling ASB. The accreditation enables officers to access the Police National Computer, increasing investigative efficiency in relation to the enforcement of environmental crime.

14.3 Summary of Enforcement Powers and Operations

The team continue to utilise all their enforcement delegated powers and have consistently issued relevant enforcement notices and Fixed Penalty Notices (FPN) linked to environmental crime and some aspects of Anti-Social Behaviour related offences. Officers continue to conduct inspections of business premises to determine compliance with waste duty of care. They have searched and seized vehicles for environmental offences and issued notices such as Community Protection Warnings (CPW) and Community protection Notices (CPN) to tackle some aspects of Anti-Social Behaviour.

In addition, Officers have facilitated the removal of abandoned vehicles and untaxed vehicles.

Enforcement Operations include:

The team have continued to work in partnership with internal and external partners in efforts to deliver robust enforcement linked to Environmental Crime and ASB. This includes both leading and supporting co-ordinated operations including:

- **Operation Agnes** - Working in close partnership with Essex Police to stop, search and deal with users of vehicles suspected of committing environmental offences such as fly tipping and unlicensed waste carriers.
- **Operation Abbey** - Targeting fly posting and fly stickering of shop fronts in Grays High Street.
- **Operation Abercrombie** - Targeting and reducing graffiti offences, by compiling a database of graffiti tags to evidence offences and identify offenders.
- **Operation Cue** – Supporting Essex Police operation Caesar by targeting garages being used to store stolen vehicles or vehicles concerned in Anti-Social Behaviour.

- **Operation Cape Jarvis** – Working closely with Essex farmers and Essex Police Rural Engagement Team to tackle fly tipping on rural land in the West Tilbury area.
- **Operation Croydon** - Tackling anti-social parking of moped users in Grays Town Centre.
- **Operation Canberra** – Targeting HGV nuisance and ASB parking in Manor Way (SLH)
- **Operation Collie** – Conducting community clearance of un-adopted alleyways in Grays Town Centre to reduce the opportunity of anti-social gatherings and improving the neighbourhood environment.
- **Operation Irish Lions** – Proactive enforcement of the Public Space Protection Order (PSPO) addressing the issue of car cruising and street racing in West Thurrock.
- **Operation Capel** - Joint patrols with the Cleansing Team targeting early morning fly tip hot spots.
- **Operation Cobram** - Patrols with Parking Enforcement and police targeting the issue of anti-social parking and vehicle idling around schools across the Borough.
- **LAG** – The dedicated night team provide a high visibility patrol resource to ASB hot spot areas identified through the local action group meetings, in support of Community Safety Partnership (**CSP**).

14.4 Operational Highlights

Operation Canberra

Manor Way (SLH) is a known hotspot location for HGV parking, but this area has not been decriminalised therefore the Parking Team are restricted from using their Civil Enforcement powers at this location. The lack of ability to issue parking PCNs on Manor Way make it an inviting place and hot spot for HGV parking and alternative enforcement solutions were required and explored.

Thurrock Councils Environmental Enforcement Team in partnership with Parking looked at innovative enforcement solutions that would achieve long term sustainable solutions to the HGV nuisance parking issues in Manor way.

The combined activity by the two teams supports the council's operation Canberra, a joint enforcement initiative which successfully gathered vital evidence in support of criminal enforcement action under section 43 of the Anti-social Behaviour Crime and Policing Act 2014.

Operation Canberra started in February 2021 and continues to receive enforcement resource to date.

Offenders are issued with a **Community Protection Warning (CPW)** notice before they are issued with a formal **Community Protection Notice (CPN)**. Failure to comply with the requirements of the CPN result in a Fixed Penalty Notice being issued

Operation Canberra Results - February 2021 – April 22

- Total Community Protection Warnings (CPW) issued = **122**
- Total Community Protection Notices (CPN) issued = **59**
- Total Fixed Penalty Notices (FPNs) issued linked to breach of CPN = **183**

<i>Value of FPNs</i>	£18,300
<i>Amount Paid</i>	£16,836
<i>Payment rate</i>	92%

- **Operation Abbey** – All shop fronts on Grays High Street were cleared and businesses educated on how to clear, and report fly stickering incidents. This led to the identification of subsequent offenders and issuance of 18 Fixed Penalty Notices.
- **Operation Agnes** – 17 Fixed Penalty Notices issued for no Waste Carrier Licence, 20 Fixed Penalty Notices for no Waste Transfer note and 1 arrest for possession of a bladed article and possession of a controlled substance.
- **Operation Irish Lions** – 47 Fixed Penalty Notices issued for car cruising related activity.
- **Operation Cape Jarvis** – 49 Fixed Penalty Notices issued for Environmental Offences and 5 vehicles seized. The team worked in very close partnership with the private landowner who has now effectively target hardened the land in question to prevent further fly tipping.
- **Operation Collie** – 3 alleyways cleared of waste, including removal of 17 tonnes of waste from 1 alleyway.
- **Operation Croydon** – 40 mopeds moved on and warned in relation to nuisance parking on the High Street.
- **Idling** – Education delivered through our comms department. Officers are working with partners including schools to promote an anti-engine idling campaign for improved air quality around schools. Officers are conducting patrols to ensure compliance

- **Safer Streets Project**

The Grays Town Community Engagement Officers provided a dedicated uniformed presence promoting community engagement and acting as a deterrent against Crime and ASB. They delivered excellent results, improving both internal and external partner relationships and seeking to deliver long term sustainable solutions. They worked in close partnership with business owners and are the eyes and ears gathering valuable Intel and information that is shared with Police Partners, resulting in increased arrests. They are both proactive and reactive and also seek to provide long term support for those that face repeated enforcement action

The below table details the returns the Community Engagement Officers have achieved against their performance measures between 01/08/21 to 30/03/22

Performance Measure	Total
Members Enquiries	2
Service Requests	19
Stage 1 / Stage 2 Complaints	0
Fixed Penalty Notices (FPN's)	34
Notices	8
Site visits	2715
KPI (1) Business engagement visits	2575
KPI (2) High Vis patrol in hours	704.75
KPI (3) Intel reports submitted	348
KPI (4) Referrals for support	551
KPI (5) CCTV interactions	216
KPI (6) Community Surgeries	8
KPI (7) Community Operations	6

14.5 Enforcement Outcomes

The below is a breakdown of the Enforcement team outcomes in relation to environmental and ASB related offences between 1st April 2021 and 30th March 2022:

Community Protection Warnings Issued	127
Community Protection Notices Issued	59
FPN for Fly tipping	211
FPN for littering	227
FPN for breach of CPN	199
FPN for breach of PSPO	55
FPN for Fly Posting	141
FPN for failing to have Waste Carriers Licence	18

FPN Failing to comply with Waste receptacle notice	15
FPN failing to produce waste transfer notes	67
FPN for Abandoned vehicles	30
Total FPNs Issued	963
FPNs issued by the Council's contractors (Kingdom Environmental Services). In the main these notices were issued for littering offences; however, they also include failing to comply with a PSPO and Fly tipping:	3695
Grand Total FPNs Issued	4658
Cases progressed to prosecution files for Environmental Offences:	495
Untaxed Vehicles Removed	765
Abandoned Vehicles Removed	22

14.6 Encampments

The borough – wide interim injunction remains in place on specific land across the borough against unauthorised encampments. The Council have applied to the High Court for a full injunction and are awaiting the outcome. This will enable action to be taken immediately in partnership with the Council, Police and Essex Countywide Travellers Unit in line with the agreed signed protocol.

There has been a noticeable and significant decrease in traveller incursions across the borough since the implementation of the injunction.

15. Anti-Social Behaviour (ASB)

- 15.1 I am pleased that my portfolio has now expanded to include anti-social behaviour which is responded to by housing officers, environment teams and through the Community Safety Partnership (CSP) the Council have worked closely with Essex Police to address incidents of ASB across Borough.
- 15.2 Police reports for 1/4/2021 to 31/03/2022 compared to 2020/21 continue to see a downward trajectory of ASB with 3,233 reported incidents, a decrease of 48.9% however this is caveated with the fact that it is largely due to being compared against data which included COVID breaches. In the Public Perception Survey Q4 2021/22 50% of the public surveyed in Thurrock said that Essex police are dealing with crime and ASB, this was a 3% reduction on the previous year.
- 15.3 Key activity by Council teams across the year to address ASB included;
- The top 5 areas for off road motorbike nuisance were identified and plans developed to target harden.

- An interim injunction was obtained to prevent unauthorised encampments.
- The Public Space Protection Order (PSPO) in West Thurrock was renewed in respect of car cruising activity.
- Training sessions were delivered to all partners on Houses of Multiple Occupancy (HMO) and 179 HMO licenses granted under Mandatory and Additional HMO Licensing, encouraging residents to report complaints about poor housing conditions, noise, rubbish, overgrown gardens, rodents, and pests.
- Street meets were held in Op Caesar (response to motorbike nuisance) hot spots, Tilbury, and Ockendon due to high reports of ASB.

- 15.4 The Safer Streets initiative launched in Grays in August with £432k of additional Government funding. This delivered on:
- 2 community engagement officers working with the business in the High Street they have tackled the daytime street drinking, issued 34 Fixed Protection Notices (FPN's) conducted 2,575 business engagements, provided 705 hours of High Vis Patrols.
 - Installation of 14 new CCTV cameras and linked to the businesses via shop safe radios.
 - improved street lighting in 6 areas.
 - 55 solar lights implemented to improve feelings of safety.
 - 12 events and surgeries were hosted in the High Street.

- 15.5 We continue to fund an additional Essex Police Officers, deployed as part of the Town Centre Team (TCT) within Community Policing in Thurrock to provide increased visible policing and their priority is to tackle ASB (Anti-Social Behaviour) in our busiest areas, protect the vulnerable, and tackle crimes against businesses.

16. Public Protection

- 16.1 The Environmental Protection Team continue to provide three officers to shared service provision at Brentwood and Uttlesford Councils, bringing income to the department. The out of hours noise team continue to provide weekend night-time enforcement enabling residents to make complaints and receive service for the abatement of potential nuisances. Numerous noise abatement notices have been served and two new noise nuisance prosecution files will be heard in court within the next 6 months.

Environmental Protection Team statutory duties:

- 16.2 LA Pollution Prevention Control – The team continue to inspect, and risk assess seventy industrial prescribed processes collecting income from this work via annual subsistence fee charges.
- 16.3 Pollution Control – successfully appointed a new acoustics EHO following a retirement. This enables the team to provide a high level of expertise and complex scientific technical knowledge to Planning and Licensing

consultations. Particularly important to ensure major development and constructions works in the borough are effectively controlled / conditioned;

- 16.4 Air Quality Management – After numerous attempts at recruitment and job re-evaluation a new AQ Officer was appointed into this hard to recruit to position. The Council's Annual Status Report has been approved by DEFRA and a borough wide AQ modelling exercise was commissioned which is due for completion in late 2023. The results of which will focus work on the Action Plan and enable revocation / declaration of Air Quality Management areas.
- 16.5 Contaminated Land – enquiries and requests for information are now back to 2018 levels and very busy, as development and house sales continue across the borough.
- 16.6 Nuisance – complaints continue to rise but are effectively dealt with by designated EP ward area officers. Complainant expectations and lower tolerance levels has been discussed as an area of concern at various professional officer groups. Seeing a larger number of formal complaints being made and unreasonable expectations placed on officers which requires a great deal of time and management.
- 16.7 Public Health – ward area officers are dealing with a number of properties using powers under The Prevention of Damage by Pests Act and properties in a Filthy and / or Verminous state. A prosecution file is being submitted to legal to deal with a very challenging residential address giving rise to odour, vermin and other public health concerns that affect neighbouring properties.
- 16.8 High Hedges – this complex work increases as the team investigate complaints across Thurrock and on behalf of Brentwood Council which brings in additional income to the department. Cases are complex and very time onerous and often require interventions over several years to check annual compliance working with the Planning Inspectorate.
- 16.9 Nuisance / Public Health Mobile cameras – 30 cameras are deployed around the borough collecting evidence to assist officer investigations. Vandalism and tampering issues are managed appropriately with increasing security measures and patrols made.
- 16.10 Drones – two team remote pilots continue to work closely with the CAA, maintaining competence and training. The pilots have submitted further evidence and changes to Thurrock EP Drone Services Operational Authorisation to allow this work to continue. The pilots routinely fly over hard to reach / dangerous sites for Thurrock Planning Enforcement and under contracts in place with Epping Forest, Basildon and Brentwood Councils. This work enables officers to collect aerial imagery for evidence gathering in support of legal proceedings.

17. Trading Standards Team

- 17.1 Trading Standards cover a wide remit in terms of consumer protection and have statutory duties from over 200 pieces of legislation ranging from animal health to food standards, product safety to scams and frauds to underage sales. With this in mind officers are dynamic and hold specialised qualifications in order to be able to deliver across the full spectrum. The team also operates on an intelligence led basis to ensure they are tackling current issues. Key highlights are;
- 17.2 Ports work – Trading Standards act as the border authority for consumer goods in terms of ensuring only safe items are allowed to enter the UK. They operate with similar powers to Border Force. The team continue to cover all four ports in the borough – London Gateway, Tilbury, Tilbury 2 and Purfleet, as well as their work at the ETSF sites. In addition to this the team are also covering the UPS site as they have changed their internal operations which means the volume of packages being processed has increased significantly. This additional burden has meant that an additional Import Surveillance Officer is being recruited in an attempt to keep up with the demand. Year to date the team have achieved the following in their border function; Removed 18,690 unsafe products from the supply chain, Removed 5.67 million non-compliant products from the supply chain. Both of these figures mean a total saving to the economy of over £188.3 million.
- 17.3 Animal health – The UK is currently subject to a nationwide housing order for farmed poultry and birds. The team (as other Trading Standards departments) are on notice from APHA and Defra for any local outbreaks. All poultry holdings are being updated regularly and have been offered support to ensure their compliance with the order. There is positive engagement from the industry. Should an outbreak occur in Thurrock then the Notifiable Disease plan will be activated.
- 17.4 Vape shops – Vaping is a popular trend amongst under 18's and causes concerns for schools and parents in the borough. To purchase a nicotine containing vape individuals must be over 18. Trading Standards are working with Public Health colleagues, schools and retailers to tackle wider concerns with these products and ensure that children do not gain access to these products. An underage operation was carried out in the borough where 2 out of 7 premises sold to a 16 year old volunteer. The investigations continue.
- 17.5 Rogue traders – There are a number of ongoing investigations into rogue traders where they have taken considerable amount of money from residents for very little work. In some cases, they have left the property in a poor state of repair much to the distress of the residents and one resident lost around £80k of his life savings. In these instances, Trading Standards are trained to take vulnerable witness statements and provide support to the residents. Expert surveyors are often called in to assess the damage whilst the team use forensic data from banks and mobile phones in order to track down the perpetrators.

17.6 Cost of living – Trading Standards have undertaken inspections throughout the borough at petrol stations to ensure the accuracy of the pumps. With petrol prices having been at an all-time high it seemed timely to ensure consumers were getting what they paid for. Over 308 pumps were tested and all but 13 were outside of their permitted allowance.

18. Licensing Team

18.1 The Licensing Team continues to be busy particularly around the recovery of licensed establishments post COVID closures and restrictions, with many businesses reopening or changing their business model to reflect the difference in customer habits.

18.2 Both the renewed Licensing Act Policy and renewed Gambling Policy have both progressed through the Licensing Committee and then through full Council, which are now republished, along a new Taxi Licensing Policy that came into effect in Oct 2022. The new taxi policy has incorporated new National Guidance, which is intended to bring standards across the country to the same minimum standard.

18.3 The Licensing Sub-committee has been extremely busy with already this year three fast track reviews of premises, brought by Essex Police because of either serious crime or disorder associated with each premises. Aswell as several taxi applications being considered around the suitability of licence holders.

18.4 The team are continuing to deliver a shared Licensing Management service of the licensing Service at Brentwood Council and have also in the last few months been undertaking animal inspections across two other Essex Authorities, due to the team's expertise's and required qualifications in this area.

19. Health & Safety Team

19.1 MST/IPL/Skin Piercing

We undertake a full range of statutory inspections. MST (Massage Special Treatments), IPL (Intense Pulsed Light (Lasers)) Skin Piercing (Tattooing, Ear Piercing, Body Piercings) These inspections are driven by applications, inspection, re-inspection and complaint / compliance visits.

19.2 Accident Investigations (RIDDOR)

Under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) we will investigate accidents and injuries to members of the public, visitors and staff in workplaces. The team continue to inspect and assess business activities in the Thurrock area collating information from such visits into the annual LAE 1 return from the HSE (Health & Safety Executive) this data helps to identify countywide areas of non-compliance and

helps to target visits as part of our Essex wide Health & Safety Group, representing Thurrock.

19.3 Prosecutions

Where necessary we will take enforcement action against businesses for non-compliance. We are currently investigation three fatalities, one of which is likely to result in formal action being taken. We will also have to attend Coroners Court for all three fatalities regardless of whether formal action is being taken or not. We also have an ongoing investigation of the carbon monoxide poisoning of 9 members of staff in a Thurrock business.

19.4 Corporate Health & Safety

We are the councils Corporate Health & Safety Advisors. We investigate accidents where necessary, report to the Corporate Health & Safety Board. We look at accident/incident data, corporate health & safety policies and procedures and advise managers on compliance issues / queries.

19.5 General

Other areas we investigate and/or give advice and guidance include, asbestos, legionella, manual handling, lone working, risk assessment, comment on event management plans at the SAG (Safety Advisory Group), working at height, Control of Substances Hazardous to Health (COSHH) and lifting equipment. There are other areas in addition to this list, but these are the main ones where we are frequently asked to help.

We are authorised officers in our own right and fulfil our statutory duties under the Health & Safety at Work (Etc.) Act 1974 and associated Legislation, Codes of Practice and Guidance.

We also have shared services with Brentwood council for which we generate income for Thurrock Council.

20. Food Safety Team

20.1 The Food Team undertake a range of duties to make food manufactured, stored, transported, and sold in Thurrock as safe as possible. We produce export health certificates to enable local businesses to export their goods outside the UK, deal with infectious disease control functions and have been key in providing a team of Environmental Health Officers throughout the pandemic and onwards through the recovery phase. We continue to operate shared management of the food safety service at Brentwood Council which generates income and are working on further digitisation of food inspections. Our key highlights include;

20.2 Food Standards Recovery Plan – Across the UK, during the pandemic most environmental health officers were moved to deal with covid controls, whether it be advice and enforcement or as a support for the wider test and trace system. Consequently, the Food Standards Agency (FSA) recognised that

routine food inspections would be significantly impacted and introduced a risk-based framework for restarting the inspection system in line with the Food Law Code of Practice. It details expectations for inspection of new and high risk/non-compliant establishments to ensure that consumers are protected. This plan has key inspection targets to be achieved over several years, to get the inspection programme back on track. We prioritised our existing and new inspections and have provided a wide range of advice to businesses and to date, we have met the targets set by the FSA. We are also expected to meet our next milestone in the plan at the end of December 2022 which is a significant achievement.

- 20.3 Food sampling – we have restarted our food sampling programme and concentrated on known high-risk foods, local manufacturers, together with taking part in regional and national surveys relevant to Thurrock. This has proved to be an efficient and effective method to identify food safety risks in food prior to complaints or notifications of illness. The businesses are advised on the probable cause and re-sampling is undertaken to confirm that action taken has been sufficient to remedy the problem. Enforcement is undertaken if necessary.
- 20.4 Infectious disease control – the food safety team must statutorily receive information on notifiable diseases. Investigation is carried out by environmental health officers with extensive experience in infection control in close liaison with the UK Health Security Agency. Investigations have ranged from campylobacter our most common notification, to other pathogens such as e.Coli O157. We investigate individual cases or outbreaks of food or water borne illness to find the cause and to stop it spreading. Numbers of these notifications have steadily increased since the pandemic.
- 20.5 Enforcement – While we take a graduated approach to enforcement, it has been necessary to undertake a range of enforcement to secure compliance and ensure the protection of public health. The team have needed to serve several Hygiene Improvement notices, have needed to intervene, and dispose of unsafe food, together with successfully prosecuting a business for a range of serious food hygiene offenses over a prolonged period.
- 20.6 New online food hygiene training courses – an exciting development to generate income is the development of several online food hygiene training courses. Demand for face-to-face courses has fallen due to the cost to business of releasing staff for the day. Our new online courses allow students to undertake modules at their convenience until the whole course is completed. We have worked with one of the leading suppliers of online content to provide high quality content that businesses and residents of Thurrock will have access to, so they can meet all their food training needs.

21. Counter Fraud & Investigation

- 21.1 The counter fraud & investigation team supports the Chief Finance Officer in discharging his statutory duty to prevent and detect fraud committed against the council's finances.
- 21.2 Since the service was formed it has been successful in protecting us from fraud across our services, including housing fraud, and fraud in our grants and council tax schemes, recovering over £15m.
- 21.3 The National Investigation Service, which supports the wider public sector in serious fraud issues remains hosted at Thurrock Council, although ringfenced from day-to-day activity of localised counter fraud matters, the service allows for developed techniques and skill sets to be utilised by the counter fraud function at the council to its benefit.
- 21.4 The Counter Fraud team is extremely productive in managing the risk from fraud in the council. This year the counter Fraud function not only paid for itself but also allowed for a surplus of over £300,000. The counter fraud function also detected over £2.3m in fraud last year, which would have not been identified had it not been for the team's work.

Return on Investment

	2017/18	2018/19	2019/20	2020/21	2021/22
Number of reports of Fraud	324	576	349	302	317
Sanctions	100	100	80	20	20
Detected Fraud Value	£5,138,836	£5,497,805	£3,578,285	£2,298,200	£2,317,686
	2017/18	2018/19	2019/20	2020/21	2021/22
Detected Fraud	£1,179,987	£3,426,474	£3,578,285	£2,287,500	£2,317,686
Service Budget	£939,313	£945,876	£1,144,949	£1,360,983	£1,570,587
Income	£889,097	£941,155	£205,334	£198,755	£1,900,318

22. Finance

- 22.1 The data in the table below is 22/23 Q1 finance data.

Service	Budget (£000)	Forecast (£000)	Variance (£000)
Highways Infrastructure	7,964	8,411	447
Passenger Transport	1,710	1,710	0
Transportation Development	2,665	2,656	(8)
Public Protection	2,057	1,963	(94)

Fraud & Enforcement	(940)	(1,585)	(645)
Community Safety Partnership	18,000	18,000	0
Total	13,456	13,155	(300)

26 January 2023		ITEM: 6
Planning, Transport and Regeneration Overview and Scrutiny Committee		
Fees and Charges Pricing Strategy 2023/24		
Wards and communities affected: All	Key Decision: Key	
Accountable Assistant Director: Leigh Nicholson, Assistant Director for Planning Transport and Public Protection, Gerard McCleave, Assistant Director for Economic Growth and Development		
Accountable Director: Julie Nelder, Acting Director of Public Realm Mark Bradbury, Director of Place Jonathan Wilson, Interim Director of Finance, Karen Wheeler, Director of Strategy Engagement and Growth		
This report is Public		

Executive Summary

This report specifically sets out the fees and charges in relation to services within the remit of this Overview and Scrutiny Committee.

Charges will take effect from the 1st of April 2023, unless otherwise stated. In preparing the proposed fees and charges, Directorates have worked within the charging framework and commercial principles set out in section three of this report. We have also taken into account the effect that the increase in interest rates and the cost-of-living crisis has had on the Local Economy and our services and the continued implications from Covid-19.

Further Director delegated authority will be sought via Cabinet to allow Fees and Charges to be varied within financial year in response to changes in government legislation, all other changes in year will be brought back to Cabinet via the Service Director for transparency.

1. Recommendations

1.1 That Planning, Transport and Regeneration Overview and Scrutiny Committee note the revised fees, within the Parking Permits and building control sections 5.4 and 6.3 and comment on the proposals currently being considered within the remit of this committee.

(All other charges remain as seen at the previous O&S committee)

1.2 That Planning, Transport and Regeneration Overview and Scrutiny Committee note that Director delegated authority will be sought via Cabinet to allow Fees & Charges to be varied within a financial year in response to Legal or Regulatory requirements only.

2. Background

2.1 This paper describes the fees and charges approach for the services within the Planning, Transport and Regeneration Overview and Scrutiny Committee remit for 2023/24 and will set a platform for certain pricing principles moving forward into future financial years.

2.2 The paper provides narrative for the Planning, Transport and Regeneration areas:

- Highways and Fleet
- Parking
- Passenger Transport
- Highways Infrastructure
- Network Management
- Transport Development
- Planning and Growth
- Development Management
- Building Control

3. Thurrock Charging Policy

3.1 The strategic ambition for Thurrock is to adopt a policy on fees and charges that ensures that all discretionary services will full cost recover wherever possible.

3.2 Whilst reviewing charges, Directorates will consider the level of demand for the service, the market dynamics and how the charging policy helps to meet other service objectives.

3.3 Rather than a set increase across all service lines, when considering the pricing for 2023/24 some key questions were considered:

- Where a tiered/premium pricing structure can be applied
- How sensitive are customers to price (are there areas where a price freeze is relevant)

- Consideration with regards to COVID 19 and the impact on fees & charges locally & nationally
- What new charges might we want to introduce for this financial year
- How do our charges compare to neighbouring boroughs and private sector competitors (particularly in those instances where customers have choice)
- How can we influence channel shift
- Can we set charges to recover costs
- How sensitive is demand to price
- Statutory services may have discretionary elements that we can influence
- Do we take deposits, charge cancellation fees, and charge an admin fee for duplicate services (e.g. lost certificates)

3.4 For Planning, Transport and Regeneration a number of different methods to tier their charges depending on the service area are used:

- **Highways Licensing** – Uses a combination of fixed minimum charges, and variable percentage charge based on specific financial thresholds being exceeded.
- **Transport Development** – Use a number of different charging methods, including minimum charges, deposit retention, financial bonds and percentage based charges based on specific financial threshold levels.
- **Planning Performance Agreements** – Uses the number of properties being developed or commercial floor space by the developer per annum to set the charge levels.
- **Street Naming** – Use tiered charges based on number of properties

3.5 The key following points should be noted for 2023/24 fees and charges:

- **Permits** - Proposal to introduce a small fee of £10 payable by residents for their 1st Resident Permit and £20 for a 2nd permit. The 3rd permit has increased by £5 from £75 to £80 (6.5%) for 2023/24.
- **Visitor Permits** - In March 2022 Thurrock switched from paper permits to virtual permits. Each household will still be gifted with 100 hours of free visitor parking.

The Virtual Permit solution offers more flexibility to customers who can now activate individual visitor permits simultaneously on multiple visitor vehicles making the most of their free 100 hours.

Additionally, they may purchase individual virtual visitor permits as and when required according to their visitor demand, instead of having to purchase 20 visits valid for 100 hours in one transaction. This change was a direct result of requests from residents and Councillors for Thurrock to offer more flexibility with the visitor permits.

Some zones are restricted for more than 5 hours so in response to increasing requests to extend the duration of the visitor permits, it is

proposed to increase the single visitor permit valid for 5 hours by 10p to a fee of 45p and offer a new all day permit for 75p. This charge is considerably less than standard Pay and Display which costs a minimum of £1 for 1 hour.

- **On Street Pay and Display car park charges** – The last wholesome review of On - Street parking charges in Thurrock took place over 4 years ago. The Off – Street charges linked to Car Parks was reviewed and increased as part of the 2022/23 fees and charges and included a commitment to carry out alternate annual reviews of the On and Off street tariff.

To achieve the required consistency across the car parking tariffs, it is proposed to increase all On - Street parking tariffs in line with off street increases in 2022/23.

- **Thames Rd** - A new long stay fee is proposed to deliver consistency with the increased tariff at Grays Beach. There has been a 15% increase in commuters parking in Thames Road all day, taking advantage of the short stay fee set at £3.20 and not using the commuter long stay Grays Beach car park, current tariff £6.50 all day. The introduction of the consistent long stay tariff will encourage commuters to park off street in long stay car parks, keeping Thames Road more available for short stay visitors to the Yacht Club and Grays Beach.
- **Parking Suspensions** – Charges have increased from £50 to £60 (20%) Parking suspensions do not have a direct impact on residents but mainly effect large private companies who carry out planned works linked to utilities, building or highways. Such applications also serve as requests for priority enforcement at these paid for locations. The increase in charge is reflective of the admin and CEO priority resource required to legally process and effectively support such applications.
- **Off street Parking Charges** – Remain unchanged for 2023/24.
- **NHS Parking Charges** – Remain unchanged for 2023/24
- **Penalty Charge Notices** – Are set statutorily and unchanged for 2023/24.
- **Pre-Planning Application** – Charges have increased for 2023/24 between 0% - 10% (£192)
- **Planning Performance Agreement** – Charges have increased by 10% for 2023/24 (£18,000)
- **Highway's infrastructure** – No new charges are proposed for 2023/24 and remaining fees have increased between 0% and 14% (£43).

- **Transport Development** – The majority of fee increases are in line with projected inflation provision, apart from the fees for development works which have not been increased for at least 2 years. Charges are proposed to increase to reflect increases within the industry and the need for additional consultancy support for specialist technical checks and supervision.
- **Transport (Fleet)** – Vehicular MOT Testing – charges have increased for 2023/24 between 5% -7% class 4 has gone from £36 - £38, class 5 tests have risen from £51 - £55.
- **Land Charges** – have increased where feasible this year between 0% - 20% (£1), there has also been a new charge added for Con29R Search – Commercial Land, A new Commercial Land Charge has been introduced. Previous charges did not consider situations where commercial searches contained multiple parcels, therefore we were not charging enough to cover the resource taken to complete these types of searches.
- **Commercial/Non-Commercial Matters** – have increased between 0% and 11% (£106)
- **Town Centre Management** – have increased between 0% and 11% (£14)

4. Proposals and Issues

- 4.1 The fees and charges for each service area have been considered and the main considerations are set out below.
- 4.2 To allow the Council services to better respond to changes in the commercial environment for fees and charges; The Director of the Service Area jointly with the agreement of Cabinet may vary service charges within financial year due to commercial considerations.
 - This will allow service areas, providing services on a traded basis to vary their fees and charges to reflect commercial and operational considerations that impact the cost recoverability calculations.
 - Any changes to Fees and Charges due to commercial considerations will require consultation with, and agreement of, the relevant Portfolio Holder.

5. Transport and Highways

5.1 Parking Permit overview

Thurrock Council manage all Permit Parking Areas (PPA) and Controlled Parking Zones (CPZ) across the Borough which have introduced and support priority parking for residents, local businesses and their visitors.

Parking on every road in a zone is controlled at times shown on the signs, when all parked vehicles must have a permit. Parking zones operate at different times depending on local parking pressures.

There are various kinds of permit for other drivers who need to visit local addresses and have a legitimate need to park on roads in a PPA, such as visitors, NHS workers, business, and carers.

Disabled Badge holders are permitted to park for free in permit bays when displaying their Blue Badge.

Short stay parking bays are provided to allow people to visit shops and other local facilities.

Other drivers who are not permitted to park in the zone when it is in force are required to use public parking bays located nearby or utilise Off Street Car Parks in the area.

The demand for limited street parking is managed in this way and enforced by Thurrock Councils Parking Enforcement Team.

5.2 Sustainable Travel

The proposal outlined in this report to revise the on-street car parking permits and Pay and Display charges will also encourage, support and promote more sustainable travel.

Deterring unnecessary car usage by managing fees and charges can encourage people to focus on the sustainable travel options and is one clear way that local authorities can help improve the environment in their area and more globally

5.3 Visitors Permits

Resident Permit schemes were introduced in order to preserve the limited parking spaces available on-street for residents around towns and train stations and to protect residents from the incursion of commuter parking.

All residents entitled to a Resident Permit are entitled to purchase Visitor Permits.

In March 2022 Thurrock switched from paper permits to virtual permits.

Each household will still be provided with 100 hours of free visitor parking equivalent to the 20 x 5 hour visits previously gifted to them in the visitor paper permit sheet. The previous paper permit was a single permit which provided 20 visits, each visit valid for 5 hour blocks.

The cost of Additional Visitor Permit sheets thereafter were £7 each.

Many zones are restricted for more than 5 hours so in response to increasing requests to extend the duration of visitor permits is proposed to increase the single visitor permit valid for 5 hours by 10p to a fee of 45p and offer a new all day permit for 75p. This is considerably less than standard Pay and Display which costs a minimum of £1 for 1 hour.

5.4 Residents Permits

There are currently 5055 resident permits on issue in Thurrock. On average 90% of these permits are issued free of charge.

At this time, residents are issued with two permits per household at zero cost, with a fee of £75 associated with 3rd permit applications.

Any surplus income from parking is ring fenced for purposes as specified in section 55 of the Road Traffic Regulation Act 1984 and is to be used to meet all or any part of costs of the provision and maintenance by the local authority of on and off street.

There has been a consistent increase in costs associated with the administration, enforcement, maintenance and management of these zones which are in place to prioritise parking in favour of residents over the last 5 years, without any charge to residents for their priority 2 parking permits.

Statutory guidance for local authorities set by the Department for Transport states, local authority parking enforcement should be self-financing and the Secretary of State will not expect local taxpayers to meet any deficit.

As the objective of parking controls is 100% compliance, money from the issued fines cannot be used to fully offset associated costs. Local authorities must charge for permits and pay and display tickets in support of the costs associated with the administration, enforcement, maintenance and management of these zones which are in place to prioritise parking in favour of residents.

In efforts to bring the price of these permits in line with other comparable authorities and to ensure the value of these permits is not eroded by inflation, it is proposed to increase by £5 (6.5%) all 3rd permit applications.

In addition, it is proposed to charge a small annual fee of £10 for the 1st resident permit and £20 for a 2nd resident permit application.

On average 75% of residents have 1 (one) permit. A £10 permit fee would contribute an average of £37,910 towards the associated costs.

On average 15% of residents have 2 (two) permits. A £20 permit fee would contribute an average of £15,160 towards the associated costs.

On average 5% of residents purchase the chargeable 3rd permit.

The proposed fees still represent good value for money and compares favourably with most other authorities and neighbouring Boroughs.

Additional information has been provided in Appendix 3

5.5 Parking Charges

Proposal – On Street, Pay and Display Tariff increased.

There has been no increase in on street Pay and Display charges in over 4 years not even in line with inflation. It is proposed to increase all On -Street parking tariffs in support of inflation, service, management, enforcement and maintenance costs including business rates, surface maintenance, and signs and line repairs.

There are currently 3 tariff codes as they are designed to support various parking demands. The 3 Tariffs are detailed below:

PP1 = Quick Stop Parking – maximum stay 1 hr (These bays are placed near to the end of roads close to local shops)

PP2 = Short Stay Parking – maximum stay up to 4 hrs

PP3 = Long Stay at Thames Road and the access road to the Yacht Club near Grays Beach

Please see below a table which confirms what the increases across all Pay and Display charges will mean to the customer.

Tariff code PP1	Current Charges	Proposed Charges	Increase %
Brooke Road	Up to 30 mins = 70p Up to 45 mins = 90p Up to 1 hour = £1.40	Up to 30 mins = £1.00	42.85%
Clarence Road		Up to 45 mins = £1.20	33.33%
Cromwell Road		Up to 1 hour = £1.70	21.42%
Dell Road			
High Street Station			
Approach			
Quarry Hill			

Tariff PP2	Current charges	Proposed Charges	Increase %
Bedford Road	up to 1 hour = 70p up to 2 hour = £1.40 up to 4 hour = £2.30	up to 1 hour = £1.00	42.85%
Bradbourne Road		up to 2 hour = £1.70	33.33%
Brooke Road		up to 4 hour = £2.60	13.04%
Clarence Road			
Cromwell Road			
Derby Road Bridge			
Grange Road			
London Road			

Milton Road Orsett Road			
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Tariff PP3	Current charges	Proposed Charges	Increase %
Thames Road and the access road to the Yacht Club near Grays Beach	up to 1 hour = 70p	up to 1 hour = £1.00	42.85%
	up to 2 hours = £1.20	up to 2 hours = £1.50	25%
	Over 2 hours = £3.20	Over 2 hours = £4.00	25%
	Over 6 hours – New long stay fee	Over 6 hours – £6.50	New

5.6 Operational Permit

The new virtual permit system offers more flexibility to offer shorter term permits where appropriate. In response to demand for shorter term contractor permits, it is proposed to introduce new 1, 3 and 6 month contractor permits, available on-line to contractors working in Thurrock. Contractor permits will be charged £50 (1 month), £70 (3 months), £100 (6 months) and the annual contractor permit will increase from £165 to £200.

5.7 Penalty Charge Notices

The charges for penalty charge notices are statutory charges and cannot be changed by the local authority

5.8 Bus Passes

Any resident that applies for their first bus pass under the government's entitlement criteria receives their pass free of charge. This is a statutory requirement and no changes to this arrangement are proposed.

Any replacement for the loss of any bus pass will be charged an admin fee, £11 (7.84% increase).

5.9 Highways Infrastructure

These charges have increased between 0% and 14% and have been benchmarked against other neighbouring authorities.

5.10 Transport Development

The majority of fee increases are in line with projected inflation provision, apart from the fees for development works which have not been increased for at least 2 years. Charges are proposed to increase to reflect increases within the industry and the need for additional consultancy support for specialist technical checks and supervision.

1. Minor Works licenses

	Existing	Proposed
thresholds	£0 to £30k scheme costs	£0 to £50k scheme costs
Percentage fees (to scheme cost)	Flat fee for design check and supervision = 9%	Flat fee for design check and supervision = 9%
Minimum fees	£5k	£7.5k

2. S38 / S278 agreements – standard works

	Existing	Proposed
thresholds	£30k - £1m scheme costs	£50k - £1.5m scheme costs
Percentage fees (to scheme cost)	Design Check = 4% Supervision = 6%	Design = 5% Supervision = 7%
Minimum fees	N/A	N/A

3. S38 / S278 agreements – major works

	Existing	Proposed
thresholds	£1m or more	£1.5m or more
Percentage fees (to scheme cost)	Flat fees for design check and supervision = 6%	Flat fees for design check and supervision = 8%
Minimum fees	N/A	£180k

6. Planning

6.1 Development Management – Standard Planning Fees

Income derived from the previous increase is ring fenced by statute to be used for the development and improvement to planning services. Further information on these fees can be found at the ECAB Planning Portal.

6.2 Development Management - Additional Planning Fees

Thurrock Development Management offers other planning services that are over and above the nationally set fees.

The income received from these services has been ring fenced through the Planning Services Business Plan (2017-2020) which was agreed by the Commercial Board in May 2017. This income has to be spent within the Planning Service.

Planning Performance Agreements have increased this year by up to 10%. These charges are now more in line with other authorities as historically Thurrock have been charging a lower fee, this commercial charge will enable us to generate income which will help shape and guide development and growth within the borough, a similar approach will be adopted and will guide

the roll out of Local Plan related PPA's which have been added into the fees and charges this year for 2023/24.

6.3 Building Control

Fee income is related to market share. The Building Control Account is governed by legislation that requires that the Council does not produce a profit or loss over a three-year rolling period and that any increase in income must be ring-fenced with the Building Control account.

The Building Control fees for 2023/24 have now been revised and have been updated within Appendix 1, in addition a fee comparison has taken place with Neighbouring Boroughs and has been included in Appendix 4

6.4 Land Charges

Local Land Charges (LLC) income is derived from charges associated with the sale and purchase of property in Thurrock. This account functions on a cost recovery basis, therefore any increase in income cannot be used outside of the LLC budget. A new charge for Commercial Land has been introduced for 2023/24 as previous charges did not take into account situations where commercial searches contained multiple parcels of land, therefore we were not charging enough to cover the resource required to complete these types of searches.

7. Reasons for Recommendation

7.1 The setting of appropriate fees and charges will enable the Council to generate essential income for the funding of Council services. The approval of reviewed fees and charges will also ensure that the Council is competitive with other service providers and neighbouring councils. The ability to vary charges within financial year will enable services to more flexibly adapt to changing economic conditions.

7.2 The granting of delegated authority will only apply to legal or regulatory changes. If there is a need to alter fees during the financial year to enable the Council to better respond to commercial challenges, additional reports may be brought to Cabinet for approval

8. Consultation (including Overview and Scrutiny, if applicable)

Consultations will be progressed where there is specific need. However, with regard all other items, the proposals in this report do not affect any specific parts of the borough. Fees and charges are known to customers before they make use of the services they are buying.

9. Impact on corporate policies, priorities, performance and community impact

The changes in these fees and charges may impact the community; however it must be taken into consideration that these price rises include inflation and no profit will be made on the running of these discretionary services.

10. Implications

10.1 Financial

Implications verified by: **Joanne Freeman**
Finance Manager

The effect of any changes to fees and charges on individual income targets will be determined as part of the 2023-24 budget setting process in which Corporate Finance and service areas will review anticipated level of demand, fee increases, previous performance and potential associated costs. Covid-19 has significantly impacted the Authority's ability to achieve current income targets, and this will be taken into consideration when setting future targets.

The Council wide draft budget report will include the 2023-24 income targets across all directorates

10.2 Legal

Implications verified by: **Mark Bowen**
Deputy Monitoring Officer

Fees and charges generally fall into three categories – Statutory, Regulatory and Discretionary. Statutory charges are set in statute and cannot be altered by law since the charges have been determined by Central government and all authorities will be applying the same charge.

Regulatory charges relate to services where, if the Council provides the service, it is obliged to set a fee which the Council can determine itself in accordance with a regulatory framework. Charges have to be reasonable and must be applied across the borough.

Discretionary charges relate to services which the Council can provide if they choose to do so. This is a local policy decision. The Local Government Act 2003 gives the Council power to charge for discretionary services, with some limited exceptions. This may include charges for new and innovative services utilising the Council's general power of competence under section 1 of the Localism Act 2011. The income from charges, taking one financial year with another, must not exceed the cost of provision. A clear and justifiable framework of principles should be followed in terms of deciding when to charge and how much, and the process for reviewing charges.

A service may wish to consider whether they may utilise this power to provide a service that may benefit residents, businesses and other service users, meet the Council priorities and generate income.

Decisions on setting charges and fees are subject to the Council's decision making structures. Most charging decisions are the responsibility of Cabinet, where there are key decisions. Some fees are set by full Council

10.3 Diversity and Equality

Implications verified by: **Roxanne Scanlon**
Community Engagement and Project Monitoring officer

The Council is responsible for promoting equality of opportunity in the provision of services and employment as set out in the Equality Act 2010 and Public Sector Equality Duty. Decisions on setting charges and fees are subject to Community Equality Impact Assessment process and the Council's wider decision making structures to determine impact on protected groups and related concessions that may be available. A CEIA will be completed to assess the impact of the changes detailed within this report.

Council's pay and display charges have been benchmarked to ensure they are either below or in line with other local authorities and are applied fairly and consistently across all car parks in Thurrock that are the subject of pay and display measures.

Council's overarching Parking Policy and Strategy and Parking Enforcement Strategy was the subject of consultation in November 2020 and each are the subject of Community Equality Impact Assessment. Feedback from this consultation and other individual projects is used to support ongoing monitoring and review of CEIA and the implementation of the related policy and strategies.

10.4 Other implications (where significant) – i.e. Staff, Health Inequalities, Sustainability, Crime and Disorder, and Impact on Looked After Children

- None

11. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- None

12. Appendices to the report

Appendix 1 – Schedule of Proposed Fees and Charges for 2023/24.

Appendix 2 – Schedule of Fees and Charges no longer applicable.

(Removed)

Appendix 3 – Additional information requested for section 5.4 Resident
Parking Permits

Appendix 4 – Additional information requested for section 6.3 Building Control

Report Author:

Kelly McMillan

Business Development Manager

Name of Fee or Charge	2022/23 - Charges				2023/24 - Charges				Changes from 2022/23				Detail				
	VAT	Net Charge	VAT Amount	Total Charge	VAT	Net Charge	VAT Amount	Total Charge	Net Change	VAT Amount	Total (£)	Total (%)	S/D	Status	Direct.	O&S	Owner
Local Land Charges - Additional parcel - Commercial	O	£ 53.00	£ -	£ 53.00	O	£ 55.00	£ -	£ 55.00	£ 2.00	£ -	£ 2.00	3.77%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Additional parcel - Personal search	O	£ 9.00	£ -	£ 9.00	O	£ 10.00	£ -	£ 10.00	£ 1.00	£ -	£ 1.00	11.11%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Additional parcel - Residential	O	£ 41.00	£ -	£ 41.00	O	£ 42.00	£ -	£ 42.00	£ 1.00	£ -	£ 1.00	2.44%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Cancellation fee for Con29 search	O	£ 27.50	£ -	£ 27.50	O	£ 29.00	£ -	£ 29.00	£ 1.50	£ -	£ 1.50	5.45%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Charges for a copy of the local land charges search	O	£ 22.50	£ -	£ 22.50	O	£ 23.00	£ -	£ 23.00	£ 0.50	£ -	£ 0.50	2.22%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Con290 - per question	S	£ 33.33	£ 6.67	£ 40.00	S	£ 34.17	£ 6.83	£ 41.00	£ 0.84	£ 0.17	£ 1.00	2.50%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Copy of tree preservation orders	O	Free of Charge	£ -	Free of Charge	O	Free of Charge	£ -	Free of Charge	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Anthony Fletcher
Local Land Charges - Copy of planning decision and enforcement notices	O	Free of Charge	£ -	Free of Charge	O	Free of Charge	£ -	Free of Charge	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Anthony Fletcher
Local Land Charges - Copy of smoke control order	O	Free of Charge	£ -	Free of Charge	O	Free of Charge	£ -	Free of Charge	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Anthony Fletcher
Local Land Charges - Copy of legal agreements	O	Free of Charge	£ -	Free of Charge	O	Free of Charge	£ -	Free of Charge	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Anthony Fletcher
Local Land Charges - Copy of Home Improvement Grants (HIGs)	O	Free of Charge	£ -	Free of Charge	O	Free of Charge	£ -	Free of Charge	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Anthony Fletcher
Local Land Charges - Copy of Anglian Water Agreement (AWA)	O	Free of Charge	£ -	Free of Charge	O	Free of Charge	£ -	Free of Charge	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Anthony Fletcher
Local Land Charges - Copy of building regulation decision notice	O	£ 15.00	£ -	£ 15.00	O	£ 16.00	£ -	£ 16.00	£ 1.00	£ -	£ 1.00	6.67%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Copy of building regulation completion notice	O	£ 15.00	£ -	£ 15.00	O	£ 16.00	£ -	£ 16.00	£ 1.00	£ -	£ 1.00	6.67%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Electronic Format - Con29R Search - Commercial	S	£ 175.00	£ 35.00	£ 210.00	S	£ 180.00	£ 36.00	£ 216.00	£ 5.00	£ 1.00	£ 6.00	2.86%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Electronic Format - Con29R Search - Commercial Land					S	£ 200.00	£ 40.00	£ 240.00	£ 200.00	£ 40.00	£ 240.00	0.00%	S	N	PR	PTR	Anthony Fletcher
Local Land Charges - Electronic Format - Con29R Search - Residential	S	£ 128.33	£ 25.67	£ 154.00	S	£ 132.50	£ 26.50	£ 159.00	£ 4.17	£ 0.83	£ 5.00	3.25%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Form LLC1 Only	O	£ 44.00	£ -	£ 44.00	O	£ 46.00	£ -	£ 46.00	£ 2.00	£ -	£ 2.00	4.55%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Personal search request and viewing of information	O	Free of Charge	£ -	Free of Charge	O	Free of Charge	£ -	Free of Charge	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Anthony Fletcher
Local Land Charges - Cancellation fee for Assisted personal Search	O	£ 5.00	£ -	£ 5.00	O	£ 6.00	£ -	£ 6.00	£ 1.00	£ -	£ 1.00	20.00%	S	I	PR	PTR	Anthony Fletcher
Local Land Charges - Assisted personal Search (ranged based on no. questions)	O	£33 - £44	£ -	£33 - £44	O	£34 - £45	£ -	£34 - £45	£ 1.00	£ -	£ 1.00	2.62%	D	I	PR	PTR	Anthony Fletcher
Local Land Charges - Expedited Search	O	£ 79.20	£ -	£ 79.20	O	£ 82.00	£ -	£ 82.00	£ 2.80	£ -	£ 2.80	3.54%	D	I	PR	PTR	Anthony Fletcher
Local Land Charges - Expedited Residential search including Con29 (Cannot include extra CON290 questions)	O	£ 277.20	£ -	£ 277.20	O	£ 285.00	£ -	£ 285.00	£ 7.80	£ -	£ 7.80	2.81%	D	I	PR	PTR	Anthony Fletcher
Pre application fees - Householder - written only	S	£ 52.50	£ 10.50	£ 63.00	S	£ 57.92	£ 11.58	£ 69.50	£ 5.42	£ 1.08	£ 6.50	10.32%	D	I	PR	PTR	Jonathan Keen
Pre application fees - Householder - written with 1/2 hour meeting	S	£ 84.17	£ 16.83	£ 101.00	S	£ 92.50	£ 18.50	£ 111.00	£ 8.33	£ 1.67	£ 10.00	9.90%	D	I	PR	PTR	Jonathan Keen
Pre application fees - Householder - proposals in conservation areas/works to listed building Inc. 1/2 hour meeting (with planning officer and conservation officer)	S	£ 295.83	£ 59.17	£ 355.00	S	£ 325.00	£ 65.00	£ 390.00	£ 29.17	£ 5.83	£ 35.00	9.86%	D	I	PR	PTR	Jonathan Keen
Pre application fees - Householder - single dwelling (replacement and residential annexe) Inc. 1/2 hour meeting	S	£ 158.33	£ 31.67	£ 190.00	S	£ 174.17	£ 34.83	£ 209.00	£ 15.84	£ 3.17	£ 19.00	10.00%	D	I	PR	PTR	Jonathan Keen
Pre application fees - Householder - single dwelling (replacement or residential annexe) in conservation area or listed building, inc. 1/2 hour meeting (with planning officer and conservation officer)	S	£ 370.00	£ 74.00	£ 444.00	S	£ 407.50	£ 81.50	£ 489.00	£ 37.50	£ 7.50	£ 45.00	10.14%	D	I	PR	PTR	Jonathan Keen
Pre application fees - Householder - Alterations to listed building (whether residential or commercial) Inc. 1/2 hour meeting, (with planning officer and conservation officer)	S	£ 295.83	£ 59.17	£ 355.00	S	£ 325.00	£ 65.00	£ 390.00	£ 29.17	£ 5.83	£ 35.00	9.86%	D	I	PR	PTR	Jonathan Keen
Pre application fees - Minor development Inc. 1 hour meeting	S	£ 475.00	£ 95.00	£ 570.00	S	£ 520.83	£ 104.17	£ 625.00	£ 45.83	£ 9.17	£ 55.00	9.65%	D	I	PR	PTR	Jonathan Keen
Pre application fees - Major development - 10-49 Units	S	£ 1,590.00	£ 318.00	£ 1,908.00	S	£ 1,750.00	£ 350.00	£ 2,100.00	£ 160.00	£ 32.00	£ 192.00	10.06%	D	I	PR	PTR	Jonathan Keen
Pre application fees - Major development - 50-99 Units					S	£ 2,500.00	£ 500.00	£ 3,000.00	£ 2,500.00	£ 500.00	£ 3,000.00	0.00%	D	N	PR	PTR	Jonathan Keen
Pre application fees - Major development - 100-499 Units					S	£ 4,000.00	£ 800.00	£ 4,800.00	£ 4,000.00	£ 800.00	£ 4,800.00	0.00%	D	N	PR	PTR	Jonathan Keen
Pre application fees - Major development - 500+ Units					S	£ 5,000.00	£ 1,000.00	£ 6,000.00	£ 5,000.00	£ 1,000.00	£ 6,000.00	0.00%	D	N	PR	PTR	Jonathan Keen

Pre application fees - Non-residential Major schemes based on floorspace - 1,000 to 4,999 sq.m				S	£ 1,750.00	£ 350.00	£ 2,100.00	£ 1,750.00	£ 350.00	£ 2,100.00	0.00%	D	N	PR	PTR	Jonathan Keen	
Pre application fees - Non-residential Major schemes based on floorspace - 5,000 to 9,999 sq.m				S	£ 2,500.00	£ 500.00	£ 3,000.00	£ 2,500.00	£ 500.00	£ 3,000.00	0.00%	D	N	PR	PTR	Jonathan Keen	
Pre application fees - Non-residential Major schemes based on floorspace - 10,000 to 29,999 sq.m				S	£ 4,000.00	£ 800.00	£ 4,800.00	£ 4,000.00	£ 800.00	£ 4,800.00	0.00%	D	N	PR	PTR	Jonathan Keen	
Pre application fees - Non-residential Major schemes based on floorspace - 30,000+ sq.m				S	£ 5,000.00	£ 1,000.00	£ 6,000.00	£ 5,000.00	£ 1,000.00	£ 6,000.00	0.00%	D	N	PR	PTR	Jonathan Keen	
Pre application fees - Strategic development	S	POA	£ -	POA	S	POA	£ -	POA	£ -	£ -	£ -	0.00%	D	U	PR	PTR	Jonathan Keen
Pre application fees - Follow up meetings Minor - Inc. 1 hour meeting and officer preparation (per hour)	S	£ 129.17	£ 25.83	£ 155.00	S	50% of original meeting cost	£ -	50% of original meeting cost	£ -	£ -	£ -	0.00%	D	I	PR	PTR	Jonathan Keen
Pre application fees - Follow up meetings Major - Inc. 1 hour meeting and officer preparation (per hour)	S	£ 388.33	£ 77.67	£ 466.00	S	50% of original meeting cost	£ -	50% of original meeting cost	£ -	£ -	£ -	0.00%	D	I	PR	PTR	Jonathan Keen
Pre application fees - Follow up meetings Householder - Inc. 1 hour meeting and officer preparation (per hour)	S	£ 54.17	£ 10.83	£ 65.00	S	50% of original meeting cost	£ -	50% of original meeting cost	£ -	£ -	£ -	0.00%	D	I	PR	PTR	Jonathan Keen
Pre application fees - Additional attendance (ecology/listed building) in addition to follow up meeting cost (per hour per specialist)	S	£ 215.83	£ 43.17	£ 259.00	S	£ 237.50	£ 47.50	£ 285.00	£ 216.67	£ 43.33	£ 260.00	10.04%	D	I	PR	PTR	Jonathan Keen
Fees for applications that are withdrawn or not validated - Householder, advertisement, and similar applications					S	£ 40.00	£ 8.00	£ 48.00	£ 40.00	£ 8.00	£ 48.00	0.00%	D	N	PR	PTR	Jonathan Keen
Fees for applications that are withdrawn or not validated - Minor, lawfulness, and similar applications					S	£ 80.00	£ 16.00	£ 96.00	£ 80.00	£ 16.00	£ 96.00	0.00%	D	N	PR	PTR	Jonathan Keen
Fees for applications that are withdrawn or not validated - Major, and similar complex applications					S	£ 160.00	£ 32.00	£ 192.00	£ 160.00	£ 32.00	£ 192.00	0.00%	D	N	PR	PTR	Jonathan Keen
Confirmation of compliance with an enforcement notice					S	£ 200.00	£ 40.00	£ 240.00	£ 200.00	£ 40.00	£ 240.00	0.00%	D	N	PR	PTR	Jonathan Keen
Premium/ Fast track services (in addition to planning application fee)					S	£ 500.00	£ 100.00	£ 600.00	£ 500.00	£ 100.00	£ 600.00	0.00%	D	N	PR	PTR	Jonathan Keen
Planning Performance Agreement (PPA) - Small urban extensions (up to 1,499 units) p.a.	S	£ 75,000.00	£ 15,000.00	£ 90,000.00	S	£ 82,500.00	£ 16,500.00	£ 99,000.00	£ 7,500.00	£ 1,500.00	£ 9,000.00	10.00%	D	I	PR	PTR	Jonathan Keen
Planning Performance Agreement (PPA) - Large urban extensions (over 1,500 units) p.a.	S	£ 100,000.00	£ 20,000.00	£ 120,000.00	S	£ 110,000.00	£ 22,000.00	£ 132,000.00	£ 10,000.00	£ 2,000.00	£ 12,000.00	10.00%	D	I	PR	PTR	Jonathan Keen
Planning Performance Agreement (PPA) - New settlement p.a.	S	£ 150,000.00	£ 30,000.00	£ 180,000.00	S	£ 165,000.00	£ 33,000.00	£ 198,000.00	£ 15,000.00	£ 3,000.00	£ 18,000.00	10.00%	D	I	PR	PTR	Jonathan Keen
Planning Performance Agreement (PPA) - Others (10 to 99 units) p.a.	S	£ 10,000.00	£ 2,000.00	£ 12,000.00	S	£ 11,000.00	£ 2,200.00	£ 13,200.00	£ 1,000.00	£ 200.00	£ 1,200.00	10.00%	D	I	PR	PTR	Jonathan Keen
Planning Performance Agreement (PPA) - Others (100 - 499 units) p.a.	S	£ 25,000.00	£ 5,000.00	£ 30,000.00	S	£ 27,500.00	£ 5,500.00	£ 33,000.00	£ 2,500.00	£ 500.00	£ 3,000.00	10.00%	D	I	PR	PTR	Jonathan Keen
Planning Performance Agreement (PPA) - Others (over 500 units and over) p.a.	S	£ 50,000.00	£ 10,000.00	£ 60,000.00	S	£ 55,000.00	£ 11,000.00	£ 66,000.00	£ 5,000.00	£ 1,000.00	£ 6,000.00	10.00%	D	I	PR	PTR	Jonathan Keen
Planning Performance Agreement (PPA) - Discharge of conditions and s.106 obligations, and reserved matters					S	POA	£ -	POA	£ -	£ -	£ -	0.00%	D	N	PR	PTR	Jonathan Keen
Local Plan Planning Performance Agreement - New Settlement					S	£ 165,000.00	£ 33,000.00	£ 198,000.00	£ 165,000.00	£ 33,000.00	£ 198,000.00	0.00%	D	N	PR	PTR	Sean Nethercott
Local Plan Planning Performance Agreement - Large scale - edge of settlement (greenbelt) - 1,500 homes or over					S	£ 110,000.00	£ 22,000.00	£ 132,000.00	£ 110,000.00	£ 22,000.00	£ 132,000.00	0.00%	D	N	PR	PTR	Sean Nethercott
Local Plan Planning Performance Agreement - Medium scale - edge of settlement (greenbelt) - 250 to 1,499 homes					S	£ 82,500.00	£ 16,500.00	£ 99,000.00	£ 82,500.00	£ 16,500.00	£ 99,000.00	0.00%	D	N	PR	PTR	Sean Nethercott
Local Plan Planning Performance Agreement - Small scale - edge of settlement (greenbelt) - 100 to 250 homes					S	£ 55,000.00	£ 11,000.00	£ 66,000.00	£ 55,000.00	£ 11,000.00	£ 66,000.00	0.00%	D	N	PR	PTR	Sean Nethercott
Local Plan Planning Performance Agreement - Large scale development - over 500 homes					S	£ 55,000.00	£ 11,000.00	£ 66,000.00	£ 55,000.00	£ 11,000.00	£ 66,000.00	0.00%	D	N	PR	PTR	Sean Nethercott
Local Plan Planning Performance Agreement - Medium scale development - 100 to 499 homes					S	£ 27,500.00	£ 5,500.00	£ 33,000.00	£ 27,500.00	£ 5,500.00	£ 33,000.00	0.00%	D	N	PR	PTR	Sean Nethercott
Local Plan Planning Performance Agreement - Small sites (all contexts) - 10 to 99 units					S	£ 11,000.00	£ 2,200.00	£ 13,200.00	£ 11,000.00	£ 2,200.00	£ 13,200.00	0.00%	D	N	PR	PTR	Sean Nethercott
All Outline Applications																	PR PTR Jonathan Keen
Sites not more than 2.5 Hectares (charge per 0.1 hectare)	O	£ 462.00	£ -	£ 462.00	O	£ 462.00	£ -	£ 462.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
Sites with more than 2.5 Hectares (charge per 0.1 hectare, capped at maximum of £150k)	O	£11,432 + £138	£ -	£11,432 + £138	O	£11,432 + £138	£ -	£11,432 + £138	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
Household Applications																	PR PTR Jonathan Keen
Alterations or extensions to a single dwelling, excluding flats, including works within the boundary	O	£ 206.00	£ -	£ 206.00	O	£ 206.00	£ -	£ 206.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
Full Applications and first submissions of reserved matters																	PR PTR Jonathan Keen
Alterations or extensions to two or more dwellings, or one or more flats, including works within boundary	O	£ 407.00	£ -	£ 407.00	O	£ 407.00	£ -	£ 407.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
New dwellings, up to a maximum of 50 (per dwelling charge)	O	£ 462.00	£ -	£ 462.00	O	£ 462.00	£ -	£ 462.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen

New dwellings, for more than 50 (additional charge per dwelling in excess of 50, up to £300,000)	O	£22,859 + £138	£	-	£22,859 + £138	O	£22,859 + £138	£	-	£22,859 + £138	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Erection of Buildings, excluding dwellings, agricultural, glasshouse, plant and machinery																			PR	PTR	Jonathan Keen
No increase in gross floor space, or an increase of no more than 40 square metres	O	£ 234.00	£	-	£ 234.00	O	£ 234.00	£	-	£ 234.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
An increase of floor space more than 40 square metres, but not more than 75 square metres	O	£ 462.00	£	-	£ 462.00	O	£ 462.00	£	-	£ 462.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
An increase of floor space more than 75 square metres, but not more than 3,750 square metres (per 75 square metres, or part thereof)	O	£ 462.00	£	-	£ 462.00	O	£ 462.00	£	-	£ 462.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
An increase of floor space more than 3,750 square metres (for each additional 75 square metres, or part thereof, up to a maximum of £300,000)	O	£22,859 + £138	£	-	£22,859 + £138	O	£22,859 + £138	£	-	£22,859 + £138	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Erection of Buildings on land used for agriculture																			PR	PTR	Jonathan Keen
A site area of no more than 465 square metres	O	£ 96.00	£	-	£ 96.00	O	£ 96.00	£	-	£ 96.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
A site area of more than 465 square metres, but not more than 540 square metres	O	£ 462.00	£	-	£ 462.00	O	£ 462.00	£	-	£ 462.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
A site area of more than 540 square metres, but not more than 4,215 square metres (charge for the first 540 square metres + £462 for each additional 540 square metres, or part thereof, in excess of 540 square metres, or part thereof)	O	£462 + £462	£	-	£462 + £462	O	£462 + £462	£	-	£462 + £462	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
A site area of more than 4,215 square metres (charge for each additional 75 square metres, or part thereof, in excess of 75 square metres, up to a maximum of £300,000)	O	£22,858 + £138	£	-	£22,858 + £138	O	£22,858 + £138	£	-	£22,858 + £138	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Erection of glasshouses on land used from agriculture																			PR	PTR	Jonathan Keen
A site area of not more than 5 hectares (per 0.1 hectare, or part thereof)	O	£ 462.00	£	-	£ 462.00	O	£ 462.00	£	-	£ 462.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
A site area of more than 5 hectares (additional for each 0.1 hectare, or part thereof, in excess of 5 hectares, up to a maximum of £300,000)	O	£22,858 + £138	£	-	£22,858 + £138	O	£22,858 + £138	£	-	£22,858 + £138	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Applications for other than building works																			PR	PTR	Jonathan Keen
Car parks, service roads or other accesses, for existing uses	O	£ 234.00	£	-	£ 234.00	O	£ 234.00	£	-	£ 234.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Waste, use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals																			PR	PTR	Jonathan Keen
A site of not more than 15 hectares (per 0.1 hectare, or part thereof)	O	£ 234.00	£	-	£ 234.00	O	£ 234.00	£	-	£ 234.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
A site area of more than 15 hectares (additional for each 0.1 hectare, or part thereof, in excess of 15 hectares, up to a maximum of £78,000)	O	£34,934 + £138	£	-	£34,934 + £138	O	£34,934 + £138	£	-	£34,934 + £138	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Other operations, winning and working of materials																			PR	PTR	Jonathan Keen
A site area of not more than 15 hectares (per 0.1 hectare, or part thereof)	O	£ 234.00	£	-	£ 234.00	O	£ 234.00	£	-	£ 234.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
A site area of more than 15 hectares (additional for each 0.1 hectare, or part thereof, in excess of 15 hectares, up to a maximum of £78,000)	O	£34,934 + £138	£	-	£34,934 + £138	O	£34,934 + £138	£	-	£34,934 + £138	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Other operations not coming within any of the above categories, for any site area (per 0.1 hectare, or part thereof, up to a maximum of £2,028)	O	£ 234.00	£	-	£ 234.00	O	£ 234.00	£	-	£ 234.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Lawful development certificate																			PR	PTR	Jonathan Keen
Lawful development certificate, existing use, in breach of planning condition	O	Same as full application	£	-	Same as full application	O	Same as full application	£	-	Same as full application	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Lawful development certificate, existing use lawful development certificate where is lawful to comply with a particular condition	O	£ 234.00	£	-	£ 234.00	O	£ 234.00	£	-	£ 234.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Lawful development certificate, proposed use	O	Half the normal planning fee	£	-	Half the normal planning fee	O	Half the normal planning fee	£	-	Half the normal planning fee	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Prior Approval																			PR	PTR	Jonathan Keen
Agricultural and Forestry buildings and operations, or demolition of buildings	O	£ 96.00	£	-	£ 96.00	O	£ 96.00	£	-	£ 96.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Telecommunications code systems operators	O	£ 462.00	£	-	£ 462.00	O	£ 462.00	£	-	£ 462.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Reserved Matters																			PR	PTR	Jonathan Keen
Application for approval of reserved matters following outline approval (Full fee due, or if full fee already paid then £462 due)	O	Full fee due, or £462 due	£	-	Full fee due, or £462 due	O	Full fee due, or £462 due	£	-	Full fee due, or £462 due	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Approval, variation or discharge of condition																			PR	PTR	Jonathan Keen
Application for removal or variation of a condition following granting of planning permission	O	£ 234.00	£	-	£ 234.00	O	£ 234.00	£	-	£ 234.00	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Request for confirmation that one or more planning conditions have been complied with (per request for the householder, otherwise £116 per request)	O	£34 or £116	£	-	£34 or £116	O	£34 or £116	£	-	£34 or £116	£	-	£	-	0.00%	S	U	PR	PTR	Jonathan Keen	
Change of use of a building to use as one or more separate dwelling houses or other cases																			PR	PTR	Jonathan Keen

Not more than 50 dwellings (per dwelling)	O	£ 462.00	£ -	£ 462.00	O	£ 462.00	£ -	£ 462.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
More than 50 dwellings (for each dwelling in excess of 50, up to a maximum of £300,000)	O	£22,859 + £138	£ -	£22,859 + £138	O	£22,859 + £138	£ -	£22,859 + £138	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
Other changes of use of a building or land	O	£ 462.00	£ -	£ 462.00	O	£ 462.00	£ -	£ 462.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
Advertising																	PR PTR Jonathan Keen
Advertising relating to the business on the premises	O	£ 132.00	£ -	£ 132.00	O	£ 132.00	£ -	£ 132.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
Advance signs that are not situated on or visible from the site, directing the public to the business	O	£ 132.00	£ -	£ 132.00	O	£ 132.00	£ -	£ 132.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
other advertisements	O	£ 462.00	£ -	£ 462.00	O	£ 462.00	£ -	£ 462.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
Application for a non-material amendment following a grant of planning permission																	PR PTR Jonathan Keen
Applications in respect of householder developments	O	£ 34.00	£ -	£ 34.00	O	£ 34.00	£ -	£ 34.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
Applications in respect of any other developments	O	£ 234.00	£ -	£ 234.00	O	£ 234.00	£ -	£ 234.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
Permitted Development Rights removed	O	£ 96.00	£ -	£ 96.00	O	£ 96.00	£ -	£ 96.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
Fee for processing invalid application re-submission that are re-submitted still as invalid (per submission)	O	£ 25.00	£ -	£ 25.00	O	£ 25.00	£ -	£ 25.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Jonathan Keen
Highways - Consideration by a local authority of an application pursuant to any provision contained in an order under Section 1,6,9 or 14 of the 1984 Act for an exemption from any prohibition or restriction	O	£ 1,535.00	£ -	£ 1,535.00	O	£ 1,610.00	£ -	£ 1,610.00	£ 75.00	£ -	£ 75.00	4.89%	D	I	PR	PTR	Mat Kiely
Traffic Management - Anything done by a local traffic authority in connection with or in consequence of a request to vary an order under Section 1,6,9 or 14 of the 1984 Act so as to create an exemption or	O	£ 1,500.00	£ -	£ 1,500.00	O	£ 1,650.00	£ -	£ 1,650.00	£ 150.00	£ -	£ 150.00	10.00%	S	I	PR	PTR	Mat Kiely
Traffic Management - Anything done by a local traffic authority in consequence of a request to revoke or amend an order under Section 6,32(1) (b) or 45 of the 1984 Act so that a particular length of road may	O	£ 1,500.00	£ -	£ 1,500.00	O	£ 1,650.00	£ -	£ 1,650.00	£ 150.00	£ -	£ 150.00	10.00%	S	I	PR	PTR	Mat Kiely
Transport Development - Accident data provision	Z	£ 179.00	£ -	£ 179.00	Z	£ 197.00	£ -	£ 197.00	£ 18.00	£ -	£ 18.00	10.06%	D	I	PR	PTR	Mat Kiely
Transport Development - Minor Works licence - adoptable vehicle/pedestrian access works - up to £50k estimated costs - flat fee for checking and supervision works, not including minor works license legal fees	O	min fee £5k 9% of cost.	£ -	min fee £5k 9% of cost.	O	£ 7,500.00	£ -	£ 7,500.00	£ 2,500.00	£ -	£ 2,500.00	50.00%	S	I	PR	PTR	Mat Kiely
Transport Development Section 38 / 278 agreement (Fee is for checking drawings and supervision of works) - £50k estimated costs up to £1.5m estimated costs	O	Min Fee £5k 10% of cost;	£ -	Min Fee £5k 10% of cost;	O	12% of estimated costs,	£ -	12% of estimated costs,	£ -	£ -	£ -	20.00%	S	I	PR	PTR	Mat Kiely
Transport Development - Commuted sums for highway & ancillary works arising from development	Z	25% of bond figure over a 60	£ -	25% of bond figure over a 60	Z	25% of bond figure over a 60	£ -	25% of bond figure over a 60	£ -	£ -	£ -	0.00%	D	U	PR	PTR	Mat Kiely
Transport Development - Crane oversail licence (temporary during construction). Applicable when cranes operate over the public highway	O	£ 225.00	£ -	£ 225.00	O	£ 249.00	£ -	£ 249.00	£ 24.00	£ -	£ 24.00	10.67%	S	I	PR	PTR	Mat Kiely
Transport Development - Crane oversail licence (temporary during construction). Applicable when cranes operate over the public highway - Deposit	O	£500-£5000	£ -	£500-£5000	O	£550 - £5,500	£ -	£550 - £5,500	£ -	£ -	£ -	10.00%	S	I	PR	PTR	Mat Kiely
Transport Development Section 38 / 278 agreement (Fee is for checking drawings and supervision of works) - greater than £1.5m estimated costs; design check and supervision fees	O	Min Fee £5k 10% of cost;	£ -	Min Fee £5k 10% of cost;	O	8% flat fee; minimum value	£ -	8% flat fee; minimum value	£ -	£ -	£ -	33.00%	S	I	PR	PTR	Mat Kiely
Transport Development - Incidental Technical Information	Z	Case by case basis	£ -	Case by case basis	Z	Case by case basis	£ -	Case by case basis	£ -	£ -	£ -	0.00%	D	U	PR	PTR	Mat Kiely
Transport Development - Temporary Construction Access Licence	O	£ 205.00	£ -	£ 205.00	O	£ 225.00	£ -	£ 225.00	£ 20.00	£ -	£ 20.00	9.76%	S	I	PR	PTR	Mat Kiely
Transport Development - Temporary Construction Access Licence - Deposit	O	£500-£5000	£ -	£500-£5000	O	£550 - £5,500	£ -	£550 - £5,500	£ -	£ -	£ -	10.00%	S	I	PR	PTR	Mat Kiely
Travel Plans - Monitoring Travel Plans - Large Developments	Z	£ 1,050.00	£ -	£ 1,050.00	Z	£ 1,100.00	£ -	£ 1,100.00	£ 50.00	£ -	£ 50.00	4.76%	S	I	PR	PTR	Mat Kiely
Travel Plans - Monitoring Travel Plans - Large developments where two or more land-uses on-site exceed the DfT thresholds, or the development in total is double the threshold	Z	£ 2,100.00	£ -	£ 2,100.00	Z	£ 2,150.00	£ -	£ 2,150.00	£ 50.00	£ -	£ 50.00	2.38%	S	I	PR	PTR	Mat Kiely
Travel Plans - Monitoring Travel Plans - Small Developments	Z	£ 540.00	£ -	£ 540.00	Z	£ 600.00	£ -	£ 600.00	£ 60.00	£ -	£ 60.00	11.11%	S	I	PR	PTR	Mat Kiely
Road Safety - Scooter Training (primary schools)	Z	£41.00 per session	£ -	£41.00 per session	Z	£45.00 per session	£ -	£45.00 per session	£ 4.00	£ -	£ 4.00	9.76%	D	I	PR	PTR	Mat Kiely
Road Safety - Bikeability Training Level 1	Z	£ 5.10	£ -	£ 5.10	Z	£ 6.00	£ -	£ 6.00	£ 0.90	£ -	£ 0.90	17.65%	D	I	PR	PTR	Mat Kiely
Road Safety - Bikeability Training Level 2	Z	£ 10.20	£ -	£ 10.20	Z	£ 11.00	£ -	£ 11.00	£ 0.80	£ -	£ 0.80	7.84%	D	I	PR	PTR	Mat Kiely
Road Safety - Bikeability - Learn to Ride - Under 16s	Z	£ 10.20	£ -	£ 10.20	Z	£ 11.00	£ -	£ 11.00	£ 0.80	£ -	£ 0.80	7.84%	D	I	PR	PTR	Mat Kiely
Road Safety - Bikeability - Learn to Ride - Over 16s	Z	£ 20.50	£ -	£ 20.50	Z	£ 21.00	£ -	£ 21.00	£ 0.50	£ -	£ 0.50	2.44%	D	I	PR	PTR	Mat Kiely
Road Safety - Bikeability - Balance Bikes	Z	£ 61.50	£ -	£ 61.50	Z	£ 62.00	£ -	£ 62.00	£ 0.50	£ -	£ 0.50	0.81%	D	I	PR	PTR	Mat Kiely
Lead Local Flood Authority - Ordinary Watercourse Land Drainage Consent	Z	£ 50.00	£ -	£ 50.00	Z	£ 50.00	£ -	£ 50.00	£ -	£ -	£ -	0.00%	S	U	PR	PTR	Mat Kiely
Transport - MOT Test Station Services - MOT'S class 4 and 7	E	£ 36.00	£ -	£ 36.00	E	£ 38.00	£ -	£ 38.00	£ 2.00	£ -	£ 2.00	5.56%	D	I	PR	PTR	Matt Trott

Transport - MOT Test Station Services - MOT'S class 4 and 7 Retest Fee	E	£	15.00	£	-	£	15.00	E	£	15.00	£	-	£	15.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Matt Trott
Transport - MOT Test Station Services - MOT'S class 5	E	£	51.00	£	-	£	51.00	E	£	55.00	£	-	£	55.00	£	4.00	£	-	£	4.00	7.84%	D	I	PR	PTR	Matt Trott
Transport - MOT Test Station Services - MOT'S class 5 Retest Fee	E	£	20.50	£	-	£	20.50	E	£	20.50	£	-	£	20.50	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Matt Trott
Transport - MOT Test Station Services - MOT'S Taxi Test	E	£	26.00	£	-	£	26.00	E	£	26.00	£	-	£	26.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Matt Trott
Commercial Matters - Administration fee for processing Commercial & Other Applications	S	£	55.00	£	11.00	£	66.00	S	£	60.42	£	12.08	£	72.50	£	5.42	£	1.08	£	6.50	9.85%	D	I	RPD	PTR	Mark Bradbury
Commercial Matters - Assignment of Leases (Council owned premises). Minimum Charge £990 plus VAT	S	£	990.00	£	198.00	£	1,188.00	S	£	1,083.33	£	216.67	£	1,300.00	£	93.33	£	18.67	£	112.00	9.43%	D	I	RPD	PTR	Mark Bradbury
Commercial Matters - Dilapidation Surveys and Schedules of Repair/Condition (Council Owned Premises). Minimum fee and hourly rate charge in preparing survey and supervising works	S	£	550.00	£	110.00	£	660.00	S	£	604.17	£	120.83	£	725.00	£	54.17	£	10.83	£	65.00	9.85%	D	I	RPD	PTR	Mark Bradbury
Commercial Matters - Licence to undertake alterations/building works	S	£	550.00	£	110.00	£	660.00	S	£	604.17	£	120.83	£	725.00	£	54.17	£	10.83	£	65.00	9.85%	D	I	RPD	PTR	Mark Bradbury
Commercial Matters - Licence to vary lease terms (Council owned premises)	S	£	745.00	£	149.00	£	894.00	S	£	833.33	£	166.67	£	1,000.00	£	88.33	£	17.67	£	106.00	11.86%	D	I	RPD	PTR	Mark Bradbury
Commercial Matters - New Letting - Non Standard Commercial Shop Lease	S	£	990.00	£	198.00	£	1,188.00	S	£	1,083.33	£	216.67	£	1,300.00	£	93.33	£	18.67	£	112.00	9.43%	D	I	RPD	PTR	Mark Bradbury
Commercial Matters - New Letting - Standard Commercial Shop Lease	S	£	550.00	£	110.00	£	660.00	S	£	604.17	£	120.83	£	725.00	£	54.17	£	10.83	£	65.00	9.85%	D	I	RPD	PTR	Mark Bradbury
Commercial Matters - Other Processes and Consents (Minimum Charge)	S	£	550.00	£	110.00	£	660.00	S	£	604.17	£	120.83	£	725.00	£	54.17	£	10.83	£	65.00	9.85%	D	I	RPD	PTR	Mark Bradbury
Non Commercial Matters - Area up to 25 Sqm - Land offering development potential either as a separate plot or if combined with other land	S	POA	£	-	POA	S	POA	£	-	POA	£	-	POA	£	-	£	-	£	-	0.00%	D	U	RPD	PTR	Mark Bradbury	
Non Commercial Matters - Area up to 25 Sqm - Sale of land at the end of the rear garden retained by the Council from a Right to Buy sale or amenity land adjoining a property sold under a Right to Buy	S	POA	£	-	POA	S	POA	£	-	POA	£	-	POA	£	-	£	-	£	-	0.00%	D	U	RPD	PTR	Mark Bradbury	
Non Commercial Matters - Other Processes and Consents	S	POA	£	-	POA	S	POA	£	-	POA	£	-	POA	£	-	£	-	£	-	0.00%	D	U	RPD	PTR	Mark Bradbury	
Non Commercial Matters - Request for an easement over Council Land (Single residential property) Applicant would also need to pay for additional cost of works (e.g. drop kerb and crossover) and any Non Commercial Matters - Request for an easement over Council Land (Commercial/ Multi Occupied property) Applicant would also need to pay for additional cost of works (e.g. drop kerb and crossover) and						S	£	604.17	£	120.83	£	725.00	£	604.17	£	120.83	£	725.00	£	604.17	0.00%	D	N	RPD	PTR	Mark Bradbury
Street Naming and Numbering - New Properties - Each additional property address thereafter	O	£	42.00	£	-	£	42.00	O	£	46.00	£	-	£	46.00	£	4.00	£	-	£	4.00	9.52%	D	I	PR	PTR	Peter Wright
Highway Gully Attendance (Item Retrieval)	O	£	155.00	£	-	£	155.00	O	£	155.00	£	-	£	155.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright
Initial Response Charge for attendance to an incident involving the Highway	O	£	415.00	£	-	£	415.00	O	£	455.00	£	-	£	455.00	£	40.00	£	-	£	40.00	9.64%	D	I	PR	PTR	Peter Wright
Additional charge per hour for attendance at the incident	O	£	220.00	£	-	£	220.00	O	£	242.00	£	-	£	242.00	£	22.00	£	-	£	22.00	10.00%	D	I	PR	PTR	Peter Wright
Cost reinstatement of permanent repairs following damage to the public Highway	O	Actual cost plus 18% Contract	£	-	Actual cost plus 18% Contract	O	Actual cost plus 18% Contract	£	-	Actual cost plus 18% Contract	£	-	Actual cost plus 18% Contract	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright	
Highways - Licences - Consideration of an application for a licence in writing to erect or retain on or over a highway any scaffolding or other structure, in connection with any building, or demolition or the alteration,	Z	£300 for first month + £400	£	-	£300 for first month + £400	Z	£330 for first month + £400	£	-	£330 for first month + £400	£	-	£330 for first month + £400	£	30.00	£	-	£	30.00	10.00%	D	I	PR	PTR	Peter Wright	
Highways - Anything done in connection with the clearance of accident debris pursuant to Section 41 and 130 of the 1980 Act in respect of accidents	O	Actual Costs + £200 up to	£	-	Actual Costs + £200 up to	O	Actual Costs + £200 up to	£	-	Actual Costs + £200 up to	£	-	Actual Costs + £200 up to	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright	
Highways - Consideration of a request in respect of a highway maintainable at the public expense to execute such works as are specified in the request for constructing a vehicle crossing over a footway or	O	£375 upfront; £300 is	£	-	£375 upfront; £300 is	O	£375 upfront; £300 is	£	-	£375 upfront; £300 is	£	-	£375 upfront; £300 is	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright	
Highways - Licences - Consideration of an application for consent to carry out any works in a street to provide means for the admission of light to premises situated under, or abutting on, the street pursuant to	Z	Actual Costs + £200 up to	£	-	Actual Costs + £200 up to	Z	Actual Costs + £200 up to	£	-	Actual Costs + £200 up to	£	-	Actual Costs + £200 up to	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright	
Highways - Licences - Consideration of an application for consent to make an opening in the footway of a street as an entrance to a cellar or vault there under pursuant to Section 180 of the 1980 Act.	Z	£ 3,000.00	£	-	£ 3,000.00	Z	£ 3,300.00	£	-	£ 3,300.00	£	-	£ 3,300.00	£	300.00	£	-	£	300.00	10.00%	D	I	PR	PTR	Peter Wright	
Highways - Licences - Consideration of an application for consent for the obligation to erect a hoarding or fence in accordance with Section 172(1) of the 1980 Act to be dispensed with pursuant to sub-section (2) of	Z	£300 for first month + £400	£	-	£300 for first month + £400	Z	£330 for first month + £400	£	-	£330 for first month + £400	£	-	£330 for first month + £400	£	30.00	£	-	£	30.00	10.00%	D	I	PR	PTR	Peter Wright	
Highways - Licence for table and chair arrangements on the public highway £255 per table (max 4 chairs per table) with a maximum of £2000 capped on application.	E	£	255.00	£	-	£	255.00	E	£	255.00	£	-	£	255.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright
Highways - Provision of (or recovery of) white bar markings	O	£	155.00	£	-	£	155.00	O	£	160.00	£	-	£	160.00	£	5.00	£	-	£	5.00	3.23%	D	I	PR	PTR	Peter Wright
Highways - Skip Licence (to Skip Companies)	E	£45 for up to 7 days and up to	£	-	£45 for up to 7 days and up to	E	£45 for up to 7 days and up to	£	-	£45 for up to 7 days and up to	£	-	£45 for up to 7 days and up to	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright	
New Highways Information - Searches and Enquiries	O	£	75.00	£	-	£	75.00	O	£	100.00	£	-	£	100.00	£	25.00	£	-	£	25.00	33.33%	D	I	PR	PTR	Peter Wright
Passenger Transport - Fee for the replacement of a bus pass following loss or damage to an existing one	O	£	10.20	£	-	£	10.20	O	£	11.00	£	-	£	11.00	£	0.80	£	-	£	0.80	7.84%	D	I	PR	PTR	Navtej Tung
Passenger Transport - The issue by a County Council, District Council, passenger transport authority or passenger transport executive in England, a County Council or County Borough Council in Wales, to a	O	Free of Charge	£	-	Free of Charge	O	Free of Charge	£	-	Free of Charge	£	-	Free of Charge	£	-	£	-	£	-	0.00%	S	U	PR	PTR	Navtej Tung	
Passenger Transport - Utilities request for bus stop to be suspended	Z	£150 first day per stop and	£	-	£150 first day per stop and	Z	£175 first day per stop and	£	-	£175 first day per stop and	£	-	£175 first day per stop and	£	25.00	£	-	£	25.00	16.67%	D	I	PR	PTR	Navtej Tung	
Permit Fees - Road Category - Cat 0-2 & TS - Immediate	E	£	60.00	£	-	£	60.00	E	£	60.00	£	-	£	60.00	£	-	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright

Permit Fees - Road Category - Cat 0-2 & TS - Major	E	£	240.00	£	-	£	240.00	E	£	240.00	£	-	£	240.00	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Permit Fees - Road Category - Cat 0-2 & TS - Major (PAA)	E	£	105.00	£	-	£	105.00	E	£	105.00	£	-	£	105.00	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Permit Fees - Road Category - Cat 0-2 & TS - Minor	E	£	65.00	£	-	£	65.00	E	£	65.00	£	-	£	65.00	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Permit Fees - Road Category - Cat 0-2 & TS - Permit Variation	E	£	45.00	£	-	£	45.00	E	£	45.00	£	-	£	45.00	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Permit Fees - Road Category - Cat 0-2 & TS - Standard	E	£	130.00	£	-	£	130.00	E	£	130.00	£	-	£	130.00	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Permit Fees - Road Category - Cat 3&4 No TS - Immediate	E	£	40.00	£	-	£	40.00	E	£	40.00	£	-	£	40.00	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Permit Fees - Road Category - Cat 3&4 No TS - Major	E	£	150.00	£	-	£	150.00	E	£	150.00	£	-	£	150.00	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Permit Fees - Road Category - Cat 3&4 No TS - Major (PAA)	E	£	75.00	£	-	£	75.00	E	£	75.00	£	-	£	75.00	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Permit Fees - Road Category - Cat 3&4 No TS - Minor	E	£	45.00	£	-	£	45.00	E	£	45.00	£	-	£	45.00	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Permit Fees - Road Category - Cat 3&4 No TS - Permit Variation	E	£	35.00	£	-	£	35.00	E	£	35.00	£	-	£	35.00	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Permit Fees - Road Category - Cat 3&4 No TS - Standard	E	£	75.00	£	-	£	75.00	E	£	75.00	£	-	£	75.00	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Right of Way - Additional costs may be payable in the event of a public enquiry under the Highways Act 1980 Section 302 and / or Local Government Act 1972 Section 250	O	Actual costs of advertising and	£	-	Actual costs of advertising and	O	Actual costs of advertising and	£	-	Actual costs of advertising and	£	-	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright		
Rights of Way - Application for Highways Deposits of Statement, Maps and Declarations (Section 31(6) of the Highways Act 1980)	O	£200 fee for the first parcel	£	-	£200 fee for the first parcel	O	£220 fee for the first parcel	£	-	£220 fee for the first parcel	£	20.00	£	-	£	20.00	10.00%	D	I	PR	PTR	Peter Wright				
Rights of Way - Local Authority Recovery of Costs for Public Path Orders Regulations 1993	O	£	1,800.00	£	-	£	1,800.00	O	£	1,800.00	£	-	£	1,800.00	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright		
Rights of Way - Public Path Creation Order (section 25 and 26 of the Highways Act 1980)	O	£	1,000.00	£	-	£	1,000.00	O	£	1,100.00	£	-	£	1,100.00	£	100.00	£	-	£	100.00	10.00%	D	I	PR	PTR	Peter Wright
Stopping up of public highway - section 116 & 117 highways act 1980	O	£2,500 minimum	£	-	£2,500 minimum	O	£2,500 minimum	£	-	£2,500 minimum	£	5.00	£	-	£	5.00	15.38%	D	I	PR	PTR	Peter Wright				
Street Naming and Numbering - Re-naming of individual properties (per property charge)	O	£	64.00	£	-	£	64.00	O	£	65.00	£	-	£	65.00	£	1.00	£	-	£	1.00	1.56%	D	I	PR	PTR	Peter Wright
Street Naming and Numbering - New Properties - First address	O	£	163.00	£	-	£	163.00	O	£	165.00	£	-	£	165.00	£	2.00	£	-	£	2.00	1.23%	D	I	PR	PTR	Peter Wright
Street Naming and Numbering - New Properties - Re-naming of a building/block flat/industrial estate	O	£	144.00	£	-	£	144.00	O	£	150.00	£	-	£	150.00	£	6.00	£	-	£	6.00	4.17%	D	I	PR	PTR	Peter Wright
Street Naming and Numbering - Renaming of Street where requested by residents up to 50 properties	O	£	265.00	£	-	£	265.00	O	£	270.00	£	-	£	270.00	£	5.00	£	-	£	5.00	1.89%	D	I	PR	PTR	Peter Wright
Street Naming and Numbering - Renaming of Street where requested by residents 51 and over properties	O	£	477.00	£	-	£	477.00	O	£	480.00	£	-	£	480.00	£	3.00	£	-	£	3.00	0.63%	D	I	PR	PTR	Peter Wright
Street Naming and Numbering - Naming of new roads on new developments - Each new road name	O	£	210.00	£	-	£	210.00	O	£	215.00	£	-	£	215.00	£	5.00	£	-	£	5.00	2.38%	D	I	PR	PTR	Peter Wright
Highways Infrastructure - or the giving of a notice under Section 14(2) of the 1984 Act for the reason mentioned in Section 14(1)(a).	O	£	800.00	£	-	£	800.00	O	£	880.00	£	-	£	880.00	£	80.00	£	-	£	80.00	10.00%	D	I	PR	PTR	Peter Wright
Highways Infrastructure - Anything done by a local authority in connection with or in consequence of a request to the Authority, the Chief Officer of Police or any other person specified by or under an order	O	£	1,100.00	£	-	£	1,100.00	O	Actual Costs plus £200 up to	£	-	Actual Costs plus £200 up to	£	-	£	-	£	-	0.00%	D	I	PR	PTR	Peter Wright		
Highways Infrastructure - Anything done by a local traffic authority in connection with or in consequence of an event requiring traffic management measures	O	Actual Costs plus £200 up to	£	-	Actual Costs plus £200 up to	O	Actual Costs plus £200 up to	£	-	Actual Costs plus £200 up to	£	-	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright		
Highways Infrastructure - Anything done by a local traffic authority in connection with or in consequence of the making of an order under Section 14(1)	O	£	1,400.00	£	-	£	1,400.00	O	£	1,540.00	£	-	£	1,540.00	£	140.00	£	-	£	140.00	10.00%	D	I	PR	PTR	Peter Wright
Highways Infrastructure - Consideration by a local authority of a request that, under Section 65(1) of the 1984 Act, it cause or permit a traffic sign (not being a sign which fulfils the conditions specified in Section	O	£	165.00	£	-	£	165.00	O	£	182.00	£	-	£	182.00	£	17.00	£	-	£	17.00	10.30%	S	I	PR	PTR	Peter Wright
Highways Infrastructure - permitting - Fixed Penalty Notices (FPN) - Working in breach of a condition (This is the same as FPN penalties under the notice system, the Authority may extend the 36 day period at	O	£120 if paid within 36 days,	£	-	£120 if paid within 36 days,	O	£120 if paid within 36 days,	£	-	£120 if paid within 36 days,	£	-	£	-	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Highways Infrastructure - permitting - Fixed Penalty Notices (FPN) - Working without a permit (The Authority may extend the 36 day period at its discretion in any particular case)	O	£500 if paid within 36 days,	£	-	£500 if paid within 36 days,	O	£500 if paid within 36 days,	£	-	£500 if paid within 36 days,	£	-	£	-	£	-	£	-	0.00%	S	U	PR	PTR	Peter Wright		
Highways Infrastructure - Traffic Signal data information	S	Actual Costs (min charge	£	-	Actual Costs (min charge	S	Actual Costs (min charge	£	-	Actual Costs (min charge	£	16.00	£	-	£	16.00	10.00%	D	I	PR	PTR	Peter Wright				
Highways Infrastructure - Wide load arrangements	O	Actual Costs plus £200 up to	£	-	Actual Costs plus £200 up to	O	Actual Costs plus £200 up to	£	-	Actual Costs plus £200 up to	£	-	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright		
Advertising on bus stops timetable case - A4 SIZE - per 6 month period	S	£	102.50	20.50	£	123.00	S	£	102.50	20.50	£	123.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Navtej Tung		
Highways - Licences - Consideration of an application for consent temporarily to deposit building materials, rubbish or other things in a street that is a highway maintainable at the public expense or to make a	Z	£220 for up to 14 days, £50 for	£	-	£220 for up to 14 days, £50 for	Z	£230 for up to 14 days, £52 for	£	-	£230 for up to 14 days, £52 for	£	10.00	£	-	£	10.00	4.56%	D	I	PR	PTR	Peter Wright				
Highway Infrastructure - Temporary Construction Access Licence	E	£	307.00	£	-	£	307.00	E	£	350.00	£	-	£	350.00	£	43.00	£	-	£	43.00	14.01%	D	I	PR	PTR	Peter Wright
Highway Infrastructure - Temporary Construction Access Deposit - Deposit to cover cost of reinstatement should Developer fail to reinstate correctly.	E	POA	£	-	POA	E	POA	£	-	POA	£	-	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright		
Highways Infrastructure - Turning off/on permanent traffic signals fee	E	£	250.00	£	-	£	250.00	E	£	250.00	£	-	£	250.00	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright		

Highways Infrastructure - Trial holes for VXO's	O	£	300.00	£	300.00	O	£	300.00	£	-	£	300.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright	
Highways Infrastructure - Crane licence when not in association with construction works - Section 178 of the Highways Act 1980 regulates the placement of apparatus such as rails, beams and cranes over the	E	A licence costs £250 and is Gazebo per install no longer		A licence costs £250 and is Gazebo per install no longer		E	A licence costs £300 and is Gazebo per install no longer		£	-	A licence costs £300 and is Gazebo per install no longer		£	50.00	£	-	£	50.00	20.00%	D	I	PR	PTR	Peter Wright	
Highways Infrastructure - Pavement Licence	O					O			£	-			£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright	
Highways Infrastructure - An extension to your existing vehicle crossing at the cost of £350.00, constructed up to the maximum permitted width of 4.3m - Only applicable when done in conjunction with the Capital	O	£	350.00	£	350.00	O	£	350.00	£	-	£	350.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright	
Highways Infrastructure - A new full width crossing at the cost of £600.00, constructed to the minimum permitted width of 2.7m - Only applicable when done in conjunction with the Capital Footway works	O	£	600.00	£	600.00	O	£	600.00	£	-	£	600.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright	
Highways Infrastructure - A new full width crossing at the cost of £950.00, constructed anywhere between the minimum permitted width of 2.7m up to the maximum permitted width of 4.3m - Only applicable when	O	£	950.00	£	950.00	O	£	950.00	£	-	£	950.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Peter Wright	
Highways Infrastructure - Charge for the co-ordination of Section 50 licence	O	£	950.00	£	950.00	O	£	1,000.00	£	-	£	1,000.00	£	50.00	£	-	£	50.00	5.26%	D	I	PR	PTR	Peter Wright	
Temporary permit	O	£	11.00	£	11.00	O	£	13.00	£	-	£	13.00	£	2.00	£	-	£	2.00	18.18%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
Car parking - Discretionary suspension of the use of on/off-street parking places for waiting/loading - charge per parking space (per day)	O	£	50.00	£	50.00	O	£	60.00	£	-	£	60.00	£	10.00	£	-	£	10.00	20.00%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
Car Parking - Off Street-Pay & Display Car Parking - Up to 1 hour (excl. Canterbury Parade, South Ockendon)	S	£	0.83	£	0.17	£	1.00	S	£	0.83	£	0.17	£	1.00	£	-	£	-	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston	
Car Parking - Off Street-Pay & Display Car Parking - 1 to 2 hours	S	£	1.25	£	0.25	£	1.50	S	£	1.25	£	0.25	£	1.50	£	-	£	-	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston	
Car Parking - Off Street-Pay & Display Car Parking - 2 to 4 hours	S	£	2.08	£	0.42	£	2.50	S	£	2.08	£	0.42	£	2.50	£	-	£	-	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston	
Car Parking - Off Street-Pay & Display Car Parking - 4 to 6 hours	S	£	3.33	£	0.67	£	4.00	S	£	3.33	£	0.67	£	4.00	£	-	£	-	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston	
Car Parking - Off Street-Pay & Display Car Parking - Over 6 Hours	S	£	5.42	£	1.08	£	6.50	S	£	5.42	£	1.08	£	6.50	£	-	£	-	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston	
Car Parking - Off-Street Pay & Display Car Parking Canterbury Parade, South Ockendon - Up to 1 hour	S	Free of Charge	£	-	Free of Charge	S	Free of Charge	£	-	Free of Charge	£	-	Free of Charge	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston
PP1 - Quick Stop Parking - Up to 30 minutes	O	£	0.70	£	0.70	O	£	1.00	£	-	£	1.00	£	0.30	£	-	£	0.30	42.86%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
PP1 - Quick Stop Parking - Up to 45 minutes	O	£	0.90	£	0.90	O	£	1.20	£	-	£	1.20	£	0.30	£	-	£	0.30	33.33%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
PP1 - Quick Stop Parking - Up to 1 hour	O	£	1.40	£	1.40	O	£	1.70	£	-	£	1.70	£	0.30	£	-	£	0.30	21.43%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
PP2 - Short Stay Parking - Up to 1 hour	O	£	0.70	£	0.70	O	£	1.00	£	-	£	1.00	£	0.30	£	-	£	0.30	42.86%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
PP2 - Short Stay Parking - Up to 2 hours	O	£	1.40	£	1.40	O	£	1.70	£	-	£	1.70	£	0.30	£	-	£	0.30	21.43%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
PP2 - Short Stay Parking - Up to 4 hours	O	£	2.30	£	2.30	O	£	2.60	£	-	£	2.60	£	0.30	£	-	£	0.30	13.04%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
PP3 - Long Stay Parking - Up to 1 hour	O	£	0.70	£	0.70	O	£	1.00	£	-	£	1.00	£	0.30	£	-	£	0.30	42.86%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
PP3 - Long Stay Parking - Up to 2 hours	O	£	1.20	£	1.20	O	£	1.50	£	-	£	1.50	£	0.30	£	-	£	0.30	25.00%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
PP3 - Long Stay Parking - Up to 6 hours	O	£	3.20	£	3.20	O	£	4.00	£	-	£	4.00	£	0.80	£	-	£	0.80	25.00%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
PP3 - Long Stay Parking - Over 6 hours	O					O	£	6.50	£	-	£	6.50	£	6.50	£	-	£	6.50	0.00%	D	N	PR	PTR	Phil Carver/ Lisa Preston	
Car Parking - Penalty Charge Notices - Higher Level Contraventions - Penalty Charge	O	£	70.00	£	70.00	O	£	70.00	£	-	£	70.00	£	-	£	-	£	-	0.00%	S	U	PR	PTR	Phil Carver/ Lisa Preston	
Car Parking - Penalty Charge Notices - Higher Level Contraventions - Penalty Charge paid within 14 days	O	£	35.00	£	35.00	O	£	35.00	£	-	£	35.00	£	-	£	-	£	-	0.00%	S	U	PR	PTR	Phil Carver/ Lisa Preston	
Car Parking - Penalty Charge Notices - Lower Level Contraventions - Penalty Charge	O	£	50.00	£	50.00	O	£	50.00	£	-	£	50.00	£	-	£	-	£	-	0.00%	S	U	PR	PTR	Phil Carver/ Lisa Preston	
Car Parking - Penalty Charge Notices - Lower Level Contraventions - Penalty Charge paid within 14 days	O	£	25.00	£	25.00	O	£	25.00	£	-	£	25.00	£	-	£	-	£	-	0.00%	S	U	PR	PTR	Phil Carver/ Lisa Preston	
Parking permits - Business permits - per Month thereof	O	£	42.00	£	42.00	O	£	45.00	£	-	£	45.00	£	3.00	£	-	£	3.00	7.14%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
Parking permits - Business permits - per year	O	£	380.00	£	380.00	O	£	400.00	£	-	£	400.00	£	20.00	£	-	£	20.00	5.26%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
Parking permits - Business permits - for 6 months	O	£	210.00	£	210.00	O	£	230.00	£	-	£	230.00	£	20.00	£	-	£	20.00	9.52%	D	I	PR	PTR	Phil Carver/ Lisa Preston	
Parking permits - NHS permits	O	£	120.00	£	120.00	O	£	120.00	£	-	£	120.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston	
Parking permits - Annual permit Commuter Car Parks Only	O	£	750.00	£	750.00	O	£	750.00	£	-	£	750.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston	
Parking permits - Annual permit Non Commuter Car Parks / On Street Long Stay Only	O	£	500.00	£	500.00	O	£	500.00	£	-	£	500.00	£	-	£	-	£	-	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston	
Parking permits - Contractor permits - Annual	O	£	165.00	£	165.00	O	£	200.00	£	-	£	200.00	£	35.00	£	-	£	35.00	21.21%	D	I	PR	PTR	Phil Carver/ Lisa Preston	

Parking permits - Contractor permits - 6 month					O	£ 100.00	£ -	£ 100.00	£ 100.00	£ -	£ 100.00	0.00%	D	N	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Contractor permits - 3 month					O	£ 70.00	£ -	£ 70.00	£ 70.00	£ -	£ 70.00	0.00%	D	N	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Contractor permits - 1 month					O	£ 50.00	£ -	£ 50.00	£ 50.00	£ -	£ 50.00	0.00%	D	N	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Operational permits	O	£ 125.00	£ -	£ 125.00	O	£ 130.00	£ -	£ 130.00	£ 5.00	£ -	£ 5.00	4.00%	D	I	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Dispensations	O	Free of Charge	£ -	Free of Charge	O	Free of Charge	£ -	Free of Charge	£ -	£ -	£ -	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Charitable Organisations	O	up to 5x free permits per	£ -	up to 5x free permits per	O	up to 5x free permits per	£ -	up to 5x free permits per	£ -	£ -	£ -	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Replacement/ amendment of permits	O	£ 11.00	£ -	£ 11.00	O	Free of Charge	£ -	Free of Charge	£ -	£ -	£ -	0.00%	D	D	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Residents permits - per year - 1st permit per Household	O	Free of Charge	£ -	Free of Charge	O	£ 10.00	£ -	£ 10.00	£ 10.00	£ -	£ 10.00	0.00%	D	I	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Residents permits - per year - 2nd permit per Household	O	Free of Charge	£ -	Free of Charge	O	£ 20.00	£ -	£ 20.00	£ 20.00	£ -	£ 20.00	0.00%	D	I	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Residents permits - per year - 3rd permit per Household	O	£ 75.00	£ -	£ 75.00	O	£ 80.00	£ -	£ 80.00	£ 5.00	£ -	£ 5.00	6.67%	D	I	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Virtual Visitor Permits (per 5 hours)					O	£ 0.45	£ -	£ 0.45	£ 0.45	£ -	£ 0.45	0.00%	D	N	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Virtual Visitor Permits (all day)					O	£ 0.75	£ -	£ 0.75	£ 0.75	£ -	£ 0.75	0.00%	D	N	PR	PTR	Phil Carver/ Lisa Preston
Admin Fee - Non refundable - Car parking - Discretionary suspension of the use of on/off-street parking places for waiting/loading - admin fee for processing of suspensions	O	£ 25.00	£ -	£ 25.00	O	£ 30.00	£ -	£ 30.00	£ 5.00	£ -	£ 5.00	20.00%	D	I	PR	PTR	Phil Carver/ Lisa Preston
Annual Country Park Parking Season Pass - Up to 3 hours	S	£ 62.50	£ 12.50	£ 75.00	S	£ 62.50	£ 12.50	£ 75.00	£ -	£ -	£ -	0.00%	D	U	PR	PTR	Phil Carver/ Lisa Preston
Town Centre Management - Promotional Activity Space, Grays - Commercial (per day)	S	£ 115.00	£ 23.00	£ 138.00	S	£ 127.50	£ 25.50	£ 153.00	£ 12.50	£ 2.50	£ 15.00	10.87%	D	I	SEG	PTR	Gerard McCleave
Town Centre Management - Promotional Activity Space, Grays - Charity (per day)	S	£ 41.67	£ 8.33	£ 50.00	S	£ 41.67	£ 8.33	£ 50.00	£ -	£ -	£ -	0.00%	D	U	SEG	PTR	Gerard McCleave
Town Centre Management - Promotional Activity Space, Corringham - Commercial (per day)	S	£ 105.00	£ 21.00	£ 126.00	S	£ 116.67	£ 23.33	£ 140.00	£ 11.67	£ 2.33	£ 14.00	11.11%	D	I	SEG	PTR	Gerard McCleave
Town Centre Management - Promotional Activity Space, Corringham - Charity (per day)	S	£ 37.50	£ 7.50	£ 45.00	S	£ 37.50	£ 7.50	£ 45.00	£ -	£ -	£ -	0.00%	D	U	SEG	PTR	Gerard McCleave
Building Control Fees - Upon application with the Thurrock Council Building Control department	Z	POA	£ -	POA	Z	POA	£ -	POA	£ -	£ -	£ -	0.00%	D	U	PR	PTR	Stuart Fyffe
Extension and outbuildings													PR	PTR	Stuart Fyffe		
Single storey extension with floor area not more than 30m ² - Full Plans - Plan Charge	S	£ 121.00	£ 24.20	£ 145.20	S	£ 144.55	£ 28.91	£ 173.46	£ 23.55	£ 4.71	£ 28.26	19.46%	D	U	PR	PTR	Stuart Fyffe
Single storey extension with floor area not more than 30m ² - Full Plans - Inspection Charge	S	£ 403.00	£ 80.60	£ 483.60	S	£ 433.65	£ 86.73	£ 520.38	£ 30.65	£ 6.13	£ 36.78	7.61%	D	U	PR	PTR	Stuart Fyffe
Single storey extension with floor area not more than 30m ² - Building Notice Charge	S	£ 564.00	£ 112.80	£ 676.80	S	£ 607.11	£ 121.42	£ 728.53	£ 43.11	£ 8.62	£ 51.73	7.64%	D	U	PR	PTR	Stuart Fyffe
Single storey extension with floor area not more than 30m ² - Regularisation Charge	Z	£ 705.00	£ -	£ 705.00	Z	£ 758.88	£ -	£ 758.88	£ 53.88	£ -	£ 53.88	7.64%	D	U	PR	PTR	Stuart Fyffe
Two storey extension with a total floor area less than 50m ² - Full Plans - Plan Charge	S	£ 148.00	£ 29.60	£ 177.60	S	£ 173.46	£ 34.69	£ 208.15	£ 25.46	£ 5.09	£ 30.55	17.20%	D	U	PR	PTR	Stuart Fyffe
Two storey extension with a total floor area less than 50m ² - Full Plans - Inspection Charge	S	£ 470.00	£ 94.00	£ 564.00	S	£ 505.93	£ 101.19	£ 607.11	£ 35.93	£ 7.19	£ 43.11	7.64%	D	U	PR	PTR	Stuart Fyffe
Two storey extension with a total floor area less than 50m ² - Building Notice Charge	S	£ 657.00	£ 131.40	£ 788.40	S	£ 737.21	£ 147.44	£ 884.65	£ 80.21	£ 16.04	£ 96.25	12.21%	D	U	PR	PTR	Stuart Fyffe
Two storey extension with a total floor area less than 50m ² - Regularisation Charge	Z	£ 821.25	£ -	£ 821.25	Z	£ 921.50	£ -	£ 921.50	£ 100.25	£ -	£ 100.25	12.21%	D	U	PR	PTR	Stuart Fyffe
First floor extension with a floor area not more than 30m ² - Full Plans - Plan Charge	S	£ 121.00	£ 24.20	£ 145.20	S	£ 144.55	£ 28.91	£ 173.46	£ 23.55	£ 4.71	£ 28.26	19.46%	D	U	PR	PTR	Stuart Fyffe
First floor extension with a floor area not more than 30m ² - Full Plans - Inspection Charge	S	£ 355.00	£ 71.00	£ 426.00	S	£ 361.38	£ 72.28	£ 433.65	£ 6.38	£ 1.28	£ 7.65	1.80%	D	U	PR	PTR	Stuart Fyffe
First floor extension with a floor area not more than 30m ² - Building Notice Charge	S	£ 496.00	£ 99.20	£ 595.20	S	£ 520.38	£ 104.08	£ 624.46	£ 24.38	£ 4.88	£ 29.26	4.92%	D	U	PR	PTR	Stuart Fyffe
First floor extension with a floor area not more than 30m ² - Regularisation Charge	Z	£ 620.00	£ -	£ 620.00	Z	£ 650.47	£ -	£ 650.47	£ 30.47	£ -	£ 30.47	4.91%	D	U	PR	PTR	Stuart Fyffe
Unheated non-habitable building with total floor between 30m ² and 40m ² , such as a garage or store - Full Plans - Plan Charge	S	£ 94.00	£ 18.80	£ 112.80	S	£ 115.64	£ 23.13	£ 138.77	£ 21.64	£ 4.33	£ 25.97	23.02%	D	U	PR	PTR	Stuart Fyffe
Unheated non-habitable building with total floor between 30m ² and 40m ² , such as a garage or store - Full Plans - Inspection Charge	S	£ 268.00	£ 53.60	£ 321.60	S	£ 289.10	£ 57.82	£ 346.92	£ 21.10	£ 4.22	£ 25.32	7.87%	D	U	PR	PTR	Stuart Fyffe
Unheated non-habitable building with total floor between 30m ² and 40m ² , such as a garage or store - Building Notice Charge	S	£ 403.00	£ 80.60	£ 483.60	S	£ 433.65	£ 86.73	£ 520.38	£ 30.65	£ 6.13	£ 36.78	7.61%	D	U	PR	PTR	Stuart Fyffe
Unheated non-habitable building with total floor between 30m ² and 40m ² , such as a garage or store - Regularisation Charge	Z	£ 503.75	£ -	£ 503.75	Z	£ 542.06	£ -	£ 542.06	£ 38.31	£ -	£ 38.31	7.60%	D	U	PR	PTR	Stuart Fyffe

Non-exempt porch under 10m ² , incorporating a WC - Full Plans - Plan Charge	S	£ 94.00	£ 18.80	£ 112.80	S	£ 115.64	£ 23.13	£ 138.77	£ 21.64	£ 4.33	£ 25.97	23.02%	D	U	PR	PTR	Stuart Fyffe
Non-exempt porch under 10m ² , incorporating a WC - Full Plans - Inspection Charge	S	£ 268.00	£ 53.60	£ 321.60	S	£ 289.10	£ 57.82	£ 346.92	£ 21.10	£ 4.22	£ 25.32	7.87%	D	U	PR	PTR	Stuart Fyffe
Non-exempt porch under 10m ² , incorporating a WC - Building Notice Charge	S	£ 403.00	£ 80.60	£ 483.60	S	£ 433.65	£ 86.73	£ 520.38	£ 30.65	£ 6.13	£ 36.78	7.61%	D	U	PR	PTR	Stuart Fyffe
Non-exempt porch under 10m ² , incorporating a WC - Regularisation Charge	Z	£ 503.75	£ -	£ 503.75	Z	£ 542.06	£ -	£ 542.06	£ 38.31	£ -	£ 38.31	7.60%	D	U	PR	PTR	Stuart Fyffe
Conversions													PR	PTR	Stuart Fyffe		
First floor and second floor loft conversions with floor area not more than 30m ² - Full Plans - Plan Charge	S	£ 161.00	£ 32.20	£ 193.20	S	£ 202.37	£ 40.47	£ 242.84	£ 41.37	£ 8.27	£ 49.64	25.69%	D	U	PR	PTR	Stuart Fyffe
First floor and second floor loft conversions with floor area not more than 30m ² - Full Plans - Inspection Charge	S	£ 355.00	£ 71.00	£ 426.00	S	£ 361.38	£ 72.28	£ 433.65	£ 6.38	£ 1.28	£ 7.65	1.80%	D	U	PR	PTR	Stuart Fyffe
First floor and second floor loft conversions with floor area not more than 30m ² - Building Notice Charge	S	£ 550.00	£ 110.00	£ 660.00	S	£ 607.11	£ 121.42	£ 728.53	£ 57.11	£ 11.42	£ 68.53	10.38%	D	U	PR	PTR	Stuart Fyffe
First floor and second floor loft conversions with floor area not more than 30m ² - Regularisation Charge	Z	£ 687.50	£ -	£ 687.50	Z	£ 758.89	£ -	£ 758.89	£ 71.39	£ -	£ 71.39	10.38%	D	U	PR	PTR	Stuart Fyffe
Garage conversions with a total floor area less than 20m ² - Full Plans - Plan Charge	S	£ 107.00	£ 21.40	£ 128.40	S	£ 101.19	£ 20.24	£ 121.42	£ 5.82	£ 1.16	£ 6.98	-5.44%	D	U	PR	PTR	Stuart Fyffe
Garage conversions with a total floor area less than 20m ² - Full Plans - Inspection Charge	S	£ 268.00	£ 53.60	£ 321.60	S	£ 289.10	£ 57.82	£ 346.92	£ 21.10	£ 4.22	£ 25.32	7.87%	D	U	PR	PTR	Stuart Fyffe
Garage conversions with a total floor area less than 20m ² - Building Notice Charge	S	£ 416.00	£ 83.20	£ 499.20	S	£ 419.20	£ 83.84	£ 503.03	£ 3.19	£ 0.64	£ 3.83	0.77%	D	U	PR	PTR	Stuart Fyffe
Garage conversions with a total floor area less than 20m ² - Regularisation Charge	Z	£ 520.00	£ -	£ 520.00	Z	£ 523.99	£ -	£ 523.99	£ 3.99	£ -	£ 3.99	0.77%	D	U	PR	PTR	Stuart Fyffe
Alterations													PR	PTR	Stuart Fyffe		
Replacing windows, roof lights, roof windows or external glazed doors, maximum 15 glazed units - Full Plans - Plan Charge	S	£ 67.00	£ 13.40	£ 80.40	S	£ 62.45	£ 12.49	£ 74.93	£ 4.55	£ 0.91	£ 5.47	-6.80%	D	U	PR	PTR	Stuart Fyffe
Replacing windows, roof lights, roof windows or external glazed doors, maximum 15 glazed units - Full Plans - Inspection Charge	S	£ 101.00	£ 20.20	£ 121.20	S	£ 108.41	£ 21.68	£ 130.10	£ 7.41	£ 1.48	£ 8.90	7.34%	D	U	PR	PTR	Stuart Fyffe
Replacing windows, roof lights, roof windows or external glazed doors, maximum 15 glazed units - Building Notice Charge	S	£ 174.00	£ 34.80	£ 208.80	S	£ 192.54	£ 38.51	£ 231.05	£ 18.54	£ 3.71	£ 22.25	10.66%	D	U	PR	PTR	Stuart Fyffe
Replacing windows, roof lights, roof windows or external glazed doors, maximum 15 glazed units - Regularisation Charge	Z	£ 217.50	£ -	£ 217.50	Z	£ 240.68	£ -	£ 240.68	£ 23.18	£ -	£ 23.18	10.66%	D	U	PR	PTR	Stuart Fyffe
Works the cost of works does not exceed £5,000, such as the removal of a load-bearing wall - Full Plans - Plan Charge	S	£ 81.00	£ 16.20	£ 97.20	S	£ 86.73	£ 17.35	£ 104.08	£ 5.73	£ 1.15	£ 6.88	7.08%	D	U	PR	PTR	Stuart Fyffe
Works the cost of works does not exceed £5,000, such as the removal of a load-bearing wall - Full Plans - Inspection Charge	S	£ 134.00	£ 26.80	£ 160.80	S	£ 144.55	£ 28.91	£ 173.46	£ 10.55	£ 2.11	£ 12.66	7.87%	D	U	PR	PTR	Stuart Fyffe
Works the cost of works does not exceed £5,000, such as the removal of a load-bearing wall - Building Notice Charge	S	£ 255.00	£ 51.00	£ 306.00	S	£ 274.65	£ 54.93	£ 329.57	£ 19.65	£ 3.93	£ 23.57	7.70%	D	U	PR	PTR	Stuart Fyffe
Works the cost of works does not exceed £5,000, such as the removal of a load-bearing wall - Regularisation Charge	Z	£ 318.75	£ -	£ 318.75	Z	£ 343.31	£ -	£ 343.31	£ 24.56	£ -	£ 24.56	7.71%	D	U	PR	PTR	Stuart Fyffe
Chimney breast removal, up to two removals - Full Plans - Plan Charge	S	£ 54.00	£ 10.80	£ 64.80	S	£ 57.82	£ 11.56	£ 69.38	£ 3.82	£ 0.76	£ 4.58	7.07%	D	U	PR	PTR	Stuart Fyffe
Chimney breast removal, up to two removals - Full Plans - Inspection Charge	S	£ 134.00	£ 26.80	£ 160.80	S	£ 144.55	£ 28.91	£ 173.46	£ 10.55	£ 2.11	£ 12.66	7.87%	D	U	PR	PTR	Stuart Fyffe
Chimney breast removal, up to two removals - Building Notice Charge	S	£ 188.00	£ 37.60	£ 225.60	S	£ 202.37	£ 40.47	£ 242.84	£ 14.37	£ 2.87	£ 17.24	7.64%	D	U	PR	PTR	Stuart Fyffe
Chimney breast removal, up to two removals - Regularisation Charge	Z	£ 235.00	£ -	£ 235.00	Z	£ 252.96	£ -	£ 252.96	£ 17.96	£ -	£ 17.96	7.64%	D	U	PR	PTR	Stuart Fyffe
Replacing a conservatory roof, not more than 30m ² , where thermal separation remains between dwelling and conservatory - Full Plans - Plan Charge	S	£ 81.00	£ 16.20	£ 97.20	S	£ 86.73	£ 17.35	£ 104.08	£ 5.73	£ 1.15	£ 6.88	7.08%	D	U	PR	PTR	Stuart Fyffe
Replacing a conservatory roof, not more than 30m ² , where thermal separation remains between dwelling and conservatory - Full Plans - Inspection Charge	S	£ 134.00	£ 26.80	£ 160.80	S	£ 144.55	£ 28.91	£ 173.46	£ 10.55	£ 2.11	£ 12.66	7.87%	D	U	PR	PTR	Stuart Fyffe
Replacing a conservatory roof, not more than 30m ² , where thermal separation remains between dwelling and conservatory - Building Notice Charge	S	£ 255.00	£ 51.00	£ 306.00	S	£ 260.19	£ 52.04	£ 312.23	£ 5.19	£ 1.04	£ 6.23	2.04%	D	U	PR	PTR	Stuart Fyffe
Replacing a conservatory roof, not more than 30m ² , where thermal separation remains between dwelling and conservatory - Regularisation Charge	Z	£ 318.75	£ -	£ 318.75	Z	£ 325.24	£ -	£ 325.24	£ 6.49	£ -	£ 6.49	2.04%	D	U	PR	PTR	Stuart Fyffe

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Name of Fee or Charge	2022/23 - Charges				2023/24 - Charges				Changes from 2022/23				Detail				
	VAT	Net Charge	VAT Amount	Total Charge	VAT	Net Charge	VAT Amount	Total Charge	Net Change	VAT Amount	Total (£)	Total (%)	S/D	Status	Direct.	O&S	Owner
Transport Development - New Adoptable Residential Estate Road with standard Bellmouth Section 278 (Fee is for checking drawings and supervision of works)	O	£0 - £30k min £5k £30k - £1m, 10% of cost > £1m, 6% pf cost Hoarding deposit £120/sqm of highway enclosed Hoarding fee 10% of deposit, min £600	£ -	£0 - £30k min £5k £30k - £1m, 10% of cost > £1m, 6% pf cost Hoarding deposit £120/sqm of highway enclosed Hoarding fee 10% of deposit, min £600	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Mat Kiely
Transport Development - New Adoptable Residential Estate Road with standard Bellmouth Section 38 (Fee is for checking drawings and supervision of works)	O	£0 - £30k min £5k £30k - £1m, 10% of cost > £1m, 6% pf cost Hoarding deposit £120/sqm of highway enclosed Hoarding fee 10% of deposit, min £600	£ -	£0 - £30k min £5k £30k - £1m, 10% of cost > £1m, 6% pf cost Hoarding deposit £120/sqm of highway enclosed Hoarding fee 10% of deposit, min £600	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Mat Kiely
Transport Development - Residential Estate Road Bellmouth to private drive, access to distributor roads or higher category by Section 278 agreement (Fee is for checking drawings and supervision of works) Lower category roads serving 5 units – Section 184 cross over application	O	£0 - £30k min £5k £30k - £1m, 10% of cost > £1m, 6% pf cost Hoarding deposit £120/sqm of highway enclosed Hoarding fee 10% of deposit, min £600	£ -	£0 - £30k min £5k £30k - £1m, 10% of cost > £1m, 6% pf cost Hoarding deposit £120/sqm of highway enclosed Hoarding fee 10% of deposit, min £600	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Mat Kiely
Non Commercial Matters - Request for an easement over Council Land Applicant would also need to pay for additional cost of works (e.g. drop kerb and crossover) and any additional legal costs affecting the title to the property.	S	£ 550.00	£ 110.00	£ 660.00	S	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	RPD	PTR	Mark Bradbury
Passenger Transport - DBS Check	Z	£ 56.00	£ -	£ 56.00	Z	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Navtej Tung
Highways Infrastructure - The placing by a local traffic authority of a traffic sign pursuant to Section 65(1) of the 1984 Act in accordance with a request of the kind referred to in the preceding paragraph.	O	£ 165.00	£ -	£ 165.00	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Peter Wright
Car Parking - On-Street Pay & Display - Long Stay Thames Road & Access Road to Yacht Club - 0 to 1 hour	O	£ 0.70	£ -	£ 0.70	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Phil Carver/ Lisa Preston
Car Parking - On-Street Pay & Display - Long Stay Thames Road & Access Road to Yacht Club - 1 to 2 hours	O	£ 1.20	£ -	£ 1.20	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Phil Carver/ Lisa Preston
Car Parking - On-Street Pay & Display - Long Stay Thames Road & Access Road to Yacht Club - over 2 hours	O	£ 3.20	£ -	£ 3.20	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Phil Carver/ Lisa Preston
Car Parking - On-Street Pay & Display - Short Stay (excl. Thames Road & Access Road to Yacht Club) - 0 to 1 hour	O	£ 0.70	£ -	£ 0.70	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Phil Carver/ Lisa Preston
Car Parking - On-Street Pay & Display - Short Stay (excl. Thames Road & Access Road to Yacht Club) - 1 to 2 hour	O	£ 1.40	£ -	£ 1.40	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Phil Carver/ Lisa Preston
Car Parking - On-Street Pay & Display - Short Stay (excl. Thames Road & Access Road to Yacht Club) - 2 to 4 hour	O	£ 2.30	£ -	£ 2.30	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Phil Carver/ Lisa Preston
Car Parking - On-Street Pay & Display Quick Stops - 0 to 30 mins	O	£ 0.70	£ -	£ 0.70	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Phil Carver/ Lisa Preston
Car Parking - On-Street Pay & Display Quick Stops - 30 to 45 mins	O	£ 0.90	£ -	£ 0.90	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Phil Carver/ Lisa Preston
Car Parking - On-Street Pay & Display Quick Stops - 45 mins to 1 hour	O	£ 1.40	£ -	£ 1.40	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Phil Carver/ Lisa Preston
Parking permits - Visitor permits - Additional Sheets of 20 per Household	O	£ 7.00	£ -	£ 7.00	O	REMOVED	£ -	REMOVED	£ -	£ -	£ -	0.00%	D	R	PR	PTR	Phil Carver/ Lisa Preston

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Permit Parking Scheme overview

Thurrock Council manages Parking Permit Areas (PPAs) where approved restrictions have been introduced in streets and areas which prioritise parking for residents, local businesses and their visitors.

Parking Permit Areas operate at different times depending on local parking pressures.

What are the benefits of Permit Parking?

Permit Parking allows Thurrock Council to prioritise parking for people at local addresses, who want/need to be able to park close to their home or business, particularly where roads are affected by commuter parking, it is a huge benefit to the resident to enable them to have priority parking within their parking permit area. It is important to note that this only effects on-street parked vehicles and does not affect cars parked on a drive/garage.

Permits prevent parking by non-residents who could park elsewhere, for example in dedicated off-street car parks, Parking Permits reduce and/or enforce instances including but limited to;

- Resident not being able to park due to - commuters parking near stations
- Resident not being able to park due to - parents parking near schools
- Resident not being able to park due to – individuals parking near hospitals
- Resident not being able to park due to – blocked dropped kerb access

Why charge Residents for Parking Permits?

Like many other Boroughs, we aim to charge for Residents permits to enable us to continue to provide this service to residents, costs to the council to manage & enforce the scheme have increased and to enable us to maintain the high level of service we need to recover an element of our costs.

We aim to use parking prices as a tool to influence parking space turnover, to regulate the supply and demand of parking spaces and ultimately car ownership.

This is important as the demand for parking in Thurrock is greater than the amount of space available. By discouraging unnecessary car use, parking prices help to:

- Improve emergency vehicle response times, ambulance, Fire, Police
- Improve accessibility for key service providers, e.g.: Waste Collection crew / vehicles which in turn reduce missed bin collections.
- Support priority parking for residents
- Reduce congestion
- Improve road safety
- Improve local air quality
- Reduce carbon dioxide emissions
- Improve the quality of the local street environment
- Shorten bus journey times
- Cover costs of the maintenance and enforcement of the scheme
- Ensure the charging policy is fair i.e.: only the residents that benefit from the scheme pay for the scheme

We aim to set prices at a level that encourages motorists to reconsider whether they can travel by more sustainable means of transportation such as walking, cycling and public transport, but also not be unaffordable for those that do use a vehicle.

Covering the cost of the Parking Scheme

Providing parking services and provisions comes at a cost to the Council as parking needs to be managed and administered.

It is a fact that residents have been afforded 2 x FREE permits for each household since the introduction of their PPA. However, since the schemes were first introduced, the costs associated with supporting the scheme have been subject to annual inflation year on year.

The continued increase in service and maintenance related costs is causing budget pressures making it very difficult to deliver and support the schemes on a cost neutral basis.

We believe that it is fairer if the costs of running parking services are met by the motorists benefiting from the scheme, rather than being subsidised using council tax or another general fund.

The Department for Transport (DFT) guidance strongly recommends that the costs of parking controls are met using income from parking fees and charges.

Fees and charges include the costs of parking permits as well as the money generated by issuing penalty charge notices to motorists parked in breach of parking rules.

The cost of managing parking includes:

- Maintaining signs, lines, and posts
- Implementing traffic management orders (local bylaws setting out the rules for parking)
- Parking enforcement
- Issuing permits
- Considering appeals against fines
- Back-office support
- Hardware and Software support and annual maintenance costs

Permit Pricing

The Department for Transport (DFT) guidance explains that setting prices too high would encourage drivers to risk a penalty charge notice by parking in contravention and setting them too low would attract traffic and encourage unnecessary car use.

Thurrock are therefore going against the DFT guidance by enabling free permits.

Therefore, we have tried to set prices that reflect the cost of managing the service we provide. Prices are also used to encourage the use of sustainable transport and consider the context of the charges for off-street parking and those set by surrounding boroughs.

The proposal to introduce a small charge of £10 for the 1st Resident Permit and £20 for the 2nd Permit is deemed a very small proportion of the cost of running a car. As mentioned above this does not apply to any cars parked on a driveway.

Therefore, the fee equates to 0.19 pence a week (1st Permit) and 0.38 pence a week (2nd permit) and is far less than the local price of on and off-street Pay and Display parking or the commercial value of the equivalent road space.

The proposed permit fee is considerably less than charges applied by neighbouring Boroughs and is deemed a token contribution towards the management of the Parking Scheme in support of priority parking for the resident permit holder.

The table below shows a comparison of Thurrock's proposed charges compared to that of our neighbouring boroughs and surrounding areas, as you will see Thurrock are still drastically lower than any of our neighbouring boroughs.

Residents Permits 22/23	1st	2nd	3rd	Rank	% > TC
Thurrock (Proposed 23/24)	£10	£20	£80	1st	0%
Southend	£15	£25	£50	2nd	50%
Chelmsford	£26	£26	£26	3rd	160%
Medway	£31	£31	£31	4th	210%
Basildon	£34	£34	£34	5th	235%
Brentwood	£34	£34	£34	6th	235%
Havering	£35	£60	£85	7th	250%
Rochford	£50	£50	£50	8th	400%
Castle Point	£52	£52	£52	9th	420%
Maldon	£54	£54	£54	10th	440%
<i>Ranking based off 1st permit pricing</i>					

Residents Permits	1st	2nd	3rd	4th	5th+
Barking & Dagenham	Table - Emissions (CO2) g/km				
Band 1: 0 to 50*	£0 - Up to 2	£45	£45	£45	£45
Band 2: 50 to 100	£18 - Up to 2	£45	£45	£45	£45
Band 3: 101 to 140	£36 - Up to 2	£45	£54	£63	£63
Band 4: 141 to 160	£45 - Up to 2	£56.25	£67.50	£78.75	£78.75
Band 5: 161 to 180	£51 - Up to 2	£63.75	£76.50	£89.25	£89.25
Band 6: 181 to 255	£80 - Up to 2	£100	£120	£140	£140
Band 7: Over 256	£140 - Up to 2	£175	£210	£245	£245
<i>* Hybrid or Electric vehicle</i>					

Barking & Dagenham offer a reduced rate for permits to residents driving low emission vehicles to help reduce their carbon footprint, this was an option that Thurrock proposed in 2021 but was not taken forward at that time

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Appendix 4 - Section 6.3 Building Control

Thurrock's Building Control fees *last increased in 2020* are significantly lower than the majority of other Essex boroughs current charges (as seen in the tables below).

Fee Comparison - Full plans	< 30sqm	2 storey < 5spm	Loft ext. < 30spm	Ranked by cost
Havering	£732	£1,008	£732	24.3%
Southend	£677	£820	£748	12.8%
Brentwood	£695	£810	£669	9.3%
Epping	£655	£655	£700	1.0%
Thurrock (current charges)	£629	£742	£619	0.0%
Castle Point	£612	£700	£670	-0.4%
Colchester	£584	£602	£659	-7.3%

Fee Comparison - Building Notice	< 30sqm	2 storey < 5spm	Loft ext. < 30spm	Ranked by cost
Havering	£732	£1,008	£732	24.3%
Southend	£713	£855	£784	18.2%
Brentwood	£695	£891	£736	16.7%
Castle Point	£640	£762	£708	6.1%
Epping	£655	£680	£700	2.3%
Thurrock (current charges)	£677	£788	£660	0.0%
Colchester	£608	£644	£699	-1.9%

Neighbouring boroughs are expected to increase fees quite substantially in April 2023, therefore, to be comparable Thurrock has suggested some larger increases in some areas.

The plan fee and inspection fee are added together to form the overall costs for a Full plans' application.

In some cases, there is a reduction in the plan fee but an increase in the inspection fee so overall the cost of the full pans application has increased. See Appendix 1

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Work Programme

Committee: Planning, Transport, Regeneration Overview and Scrutiny Committee

Year: 2022/2023

Dates of Meetings: 05 July 2022, 18 October 2022, 06 December 2022 and 28 February 2023

Topic		Lead Officer	Requested by Officer/Member
05 July 2022			
1	Stanford-le-Hope Interchange Report	Keith Rumsey	Members
2	Thurrock Supported Bus Services	Mat Kiely & Julie Rogers	Officers
3	Tilbury Town Fund Programme	Kevin Munnely & Henry Kennedy-Skipton	Officers
4	Work Programme	Democratic Services	Standing item
18 October 2022			
1	A13 Widening Project	Keith Rumsey	Members
2	Stanford-le-Hope Interchange project	Keith Rumsey	Members
3	Work Programme	Democratic Services	Standing item
23 November 2022 – Extraordinary			
1	Grays Regeneration Masterplan to inc: Grays Underpass	Kevin Munnely & Henry Kennedy-Skipton	Members
2	Purfleet Regeneration	Kevin Munnely & Henry Kennedy-Skipton	Members
3	Supported Bus Services Report	Mat Kiely	Officers

Work Programme

4	Work Programme	Democratic Services	Standing item
06 December 2022			
1	Fees and Charges	Julie Rogers and Jonathan Wilson/Kelly McMillan	Officers
2	Stanford-le-Hope Interchange project	Kevin Munnelly & Henry Kennedy-Skipton	Members
3	Work Programme	Democratic Services	Standing item
26 January 2023 – Extraordinary			
1	Portfolio Holder Report	Councillor Ben Maney	Chair
2	Integrated Transport Block (ITB) Capital Programme 2023/24 & Highways Maintenance Allocation and Programme 2023/24	Mat Kiely	Officers
4	Work Programme	Democratic Services	Standing item
28 February 2023			
1	Evidence Baseline	Mat Kiely	Officers
2	Transport Vision	Mat Kiely	Officers
3	Stanford-le-Hope Interchange project	Kevin Munnelly & Henry Kennedy-Skipton	Members

Work Programme

4	Grays Regeneration Masterplan to inc: Grays Underpass	Kevin Munnelly & Henry Kennedy-Skipton	Members
5	Purfleet Regeneration	Kevin Munnelly & Henry Kennedy-Skipton	Members
6	Tilbury Town Fund	Kevin Munnelly & Henry Kennedy-Skipton	Members
7	Portfolio Holder Report	Councillor Mark Coxshall	Chair
8	Work Programme	Democratic Services	Standing item
Briefing Notes			
A13 East Facing Access Update		Mat Kiely	Sent: 9 January 2023
Transport Strategy update		Mat Kiely	Sent: 12 October 2022
Local Plan Update		Leigh Nicholson	Sent: 7 October 2022

Clerk: Kenna-Victoria Healey

Last updated: January 2023

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