

SCHEDULES

SCHEDULE 3

FINANCIAL PENALTIES ETC

Final notice

- 4 (1) After the end of the period mentioned in paragraph 3 the enforcement authority must—
- (a) decide whether to impose a financial penalty on the person, and
 - (b) if it decides to do so, decide the amount of the penalty.
- (2) If the enforcement authority decides to impose a financial penalty, it must serve a notice on the person (a “final notice”) imposing that penalty.
- (3) The final notice must require the penalty to be paid within the relevant period.
- (4) In sub-paragraph (3) “the relevant period” means—
- (a) in relation to a financial penalty under section 8, the period of 28 days beginning with the day after that on which the notice is served;
 - (b) in relation to an amount which is required to be paid under section 10(2), (5) or (8) or 11(1), the period specified in the notice.
- (5) A period specified as mentioned in sub-paragraph (4)(b) must be a period of at least 7 days but not more than 14 days beginning with the day after that on which the notice is served.
- (6) The final notice must set out—
- (a) the date on which the final notice is served,
 - (b) the amount of the financial penalty,
 - (c) the reasons for imposing the penalty,
 - (d) information about how to pay the penalty,
 - (e) the period for payment of the penalty,
 - (f) information about rights of appeal, and
 - (g) the consequences of failure to comply with the notice.