

## Fees and Charges 2021/22

### Discretionary Charges

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b>Council Tax</b>				
Recovery of costs following summons issue	No VAT	£82.50	£82.50	£82.50

### NNDR (Business Rates)

Recovery of costs following summons issue	No VAT	£82.50	£82.50	£82.50
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### Housing

#### House in multiple occupation (HMO) Licence Fees

##### - NEW Applications

Number of occupants				
5 to 10	No VAT	£698.00	£733.00	£733.00
11 to 15	No VAT	£771.00	£810.00	£810.00
16 to 20	No VAT	£845.00	£887.00	£887.00
21 +	No VAT	£916.00		
21 + to be charged for additional occupants. Per group of up to 10. In addition to fee for 16-20	No VAT		£80.00	£80.00

#### House in multiple occupation (HMO) Licence Fees

##### - renewals

##### Number of occupants:-

Number of occupants				
5 to 10	No VAT	£627.00	£658.00	£658.00
11 to 15	No VAT	£694.00	£729.00	£729.00
16 to 20	No VAT	£759.00	£797.00	£797.00
21 +	No VAT	£824.00		
21 + to be charged for additional occupants. Per group of up to 10. In addition to fee for 16-20	No VAT		£80.00	£80.00

##### Administration Charges

Request for missing documents - per letter	No VAT	£62.00	£65.00	£65.00
Late licence applications (after one reminder letter)	No VAT	£117.00	£123.00	£123.00
Unlicensed HMO (Penalty)	No VAT	£173.00	£182.00	£182.00
Admin charge for change of manager	No VAT	£56.00	£59.00	£59.00
Additional copying - per licence	No VAT	£6.00	£6.00	£6.00
Additional copying - other documents	No VAT	£3.00	£3.00	£3.00

##### Immigration Housing Certificate

	No VAT	£128.00	£134.00	£134.00
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##### Housing Standards

Hazard Awareness Improvement Notice	No VAT	£306.00	£321.00	£321.00
Hazard Awareness Prohibition Notice	No VAT	£306.00	£321.00	£321.00
Revocation of Improvement/Prohibition Orders	No VAT	£72.00	£0.00	£0.00
HMO Variation/Revocation's	No VAT	£117.00	£0.00	£0.00

##### Home Choice Plus

Advertising properties on Home Choice Plus system	No VAT	£66.00	£70.00	£70.00
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##### Smoke and Carbon Monoxide Alarm (England) Regulations 2015 - Penalty Charges

First Offence *	No VAT	£1,114.00	£1,170.00	£1,170.00
Second Offence	No VAT	£2,228.00	£2,339.00	£2,339.00
Third and subsequent	No VAT	£5,570.00	£5,849.00	£5,849.00
* Reduced to £750 for prompt payment				

##### Civil Penalties\*\*

**\*\*Although civil penalties are able to be applied under the Housing & Planning Act 2016, any resulting income must be spent on housing related activities**

Failure to comply with an Improvement Notice (Section 30, Housing Act 2004)

1st offence	No VAT	£5,000	£5,000	£5,000
2nd offence by same person/company	No VAT	£15,000	£15,000	£15,000
Subsequent offence(s) by same person/company	No VAT	£25,000	£25,000	£25,000

## Fees and Charges 2021/22

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b>Premiums / Discounts (use all that apply)</b>				
Acts or omissions demonstrating high culpability	No VAT	£2,500	£2,500	£2,500
Large housing portfolio (10+ units of accommodation)	No VAT	£2,500	£2,500	£2,500
Multiple Category 1 or high Category 2 hazards	No VAT	£2,500	£2,500	£2,500
Vulnerable occupant and/or significant harm occurred as result of housing conditions	No VAT	£2,500	£2,500	£2,500
Perpetrator demonstrates income to be less than £440/week	No VAT	-50%	-50%	-50%
<b>Offences in relation to licensing of HMOs under Part 2 of the Housing Act 2004 (Section 72, Housing Act 2004)</b>				
Failure to obtain property licence (section 72(1))	No VAT	£10,000	£10,000	£10,000
2nd and subsequent offence(s) by same person/company	No VAT	£30,000	£30,000	£30,000
Breach of licence conditions (Section 72(2) and (3)) - Per licence breach	No VAT	£5,000	£5,000	£5,000
<b>Premiums / Discounts (use all that apply)</b>				
Perpetrator demonstrates income to be less than £440/week	No VAT	-50%	-50%	-50%
<b>Offences in relation to licensing of HMOs under Part 3 of the Housing Act 2004 (Section 95, Housing Act 2004)</b>				
Failure to obtain a licence (section 95(1))	No VAT	£10,000	£10,000	£10,000
2nd and subsequent offence(s) by same person/company	No VAT	£30,000	£30,000	£30,000
Breach of licence conditions (Section 95(2)) - Per licence breach	No VAT	£5,000	£5,000	£5,000
<b>Premiums / Discounts (use all that apply)</b>				
Perpetrator demonstrates income to be less than £440/week	No VAT	-50%	-50%	-50%
<b>Offences of contravention of an Overcrowding Notice (section 139, Housing Act 2004)</b>				
1st offence	No VAT	£5,000	£5,000	£5,000
2nd and subsequent offence(s) by same person/company	No VAT	£15,000	£15,000	£15,000
<b>Premiums / Discounts (use all that apply)</b>				
Acts or omissions demonstrating high culpability	No VAT	£2,500	£2,500	£2,500
Vulnerable occupant and/or significant harm occurred as result of overcrowding	No VAT	£2,500	£2,500	£2,500
Perpetrator demonstrates income to be less than £440/week	No VAT	-50%	-50%	-50%
<b>Failure to comply with management regulations in respect of HMOs (Section 234, Housing Act 2004)</b>				
1st offence	No VAT	£1,000	£1,000	£1,000
Second and subsequent offence(s) by same person/company	No VAT	£3,000	£3,000	£3,000
<b>Premiums / Discounts (use all that apply)</b>				
Acts or omissions demonstrating high culpability	No VAT	£2,500	£2,500	£2,500
Large housing portfolio (10+ units of accommodation)	No VAT	£2,500	£2,500	£2,500
Vulnerable occupant and/or significant harm occurred as result of housing conditions	No VAT	£2,500	£2,500	£2,500
Perpetrator demonstrates income to be less than £440/week	No VAT	-50%	-50%	-50%

Note: In terms of fixed penalty notices – the authority took a decision to go in with the West Midlands Authorities on a common matrix. Note: These are under review following challenge from First Tier Property Tribunals and may be subject to change.

## **Building Control**

### **Domestic Charges**

See appended document

### **Street Naming**

Street Naming & Numbering charge per plot	No VAT	£25		£25
Street Naming & Numbering charge per plot (up to 10 plots)	No VAT		£130	£130
Street Naming & Numbering charge per plot (for every plot over 10)	No VAT		£30	£30

## Fees and Charges 2021/22

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b><u>Car Parking</u></b> (Subject to change with appropriate consultation)				
<b><u>All Car Parks</u></b>				
<b><u>Long Stay</u></b>				
* up to 1 hour	Plus VAT	£0.83	£0.83	£1.00
up to 2 hours	Plus VAT	£1.67	£1.67	£2.00
up to 3 hours	Plus VAT	£2.50	£2.50	£3.00
up to 4 hours	Plus VAT	£3.33	£3.33	£4.00
up to 9 hours	Plus VAT	£5.00	£5.00	£6.00
up to 12 hours	Plus VAT	£6.67	£6.67	£8.00
up to 24 hours	Plus VAT	£8.34	£8.34	£10.00
up to 72 hours	Plus VAT	£16.67	£16.67	£20.00
Evening Charge - 16:00 to 08:00	Plus VAT	£1.67	£1.67	£2.00
*Bridgeway Free				
<b><u>Season Tickets</u></b>				
<b><u>Long/Short Stay</u></b>				
3 Month	Plus VAT	£112.50	£112.50	£135.00
Yearly	Plus VAT	£416.67	£416.67	£500.00
Yearly Season Ticket discounts (based on numbers purchased)				
5-24		5%	5%	
25-49		10%	10%	
50-99		15%	15%	
100-149		20%	20%	
150+		25%	25%	
3 Month Evenings Only Valid from 5pm to 10am Monday - Sunday	Plus VAT	£25.00	£25.00	£30.00
Yearly Evenings Only Valid from 5pm to 10am	Plus VAT	£83.33	£83.33	£100.00
<b><u>OAP Parking Permit</u></b>				
Admin charge	Plus VAT	£8	£8	£10
in receipt of pension credit guaranteed		£0	£0	£0
<b><u>Refuse</u></b>				
<b><u>Bulky Waste Collection</u></b>				
Bulky Household Waste Collection (1 to 3 items)	No VAT	£40.00	£40.00	£40.00
Bulky Household Waste Collection (4 to 6 items)	No VAT	£50.00	£50.00	£50.00
<b><u>Garden Waste Collection (charge applicable per wheeled bin or equivalent sacks)</u></b>				
Green Bin/Sack Emptying for 1 Year. Reduced to £35 if paid before 1 March 2021	No VAT	£40.00	£40.00	£40.00
<b><u>Provision of First Wheeled Bins (Refuse, Recycling and Garden Waste)</u></b>				
Provision and delivery of 240 litre wheeled bin	No VAT	£42.00	£42.00	£42.00
Provision and delivery of 140 litre wheeled bin	No VAT	£35.00	£35.00	£35.00
<b><u>Provision of Additional Wheeled Bins</u></b>				
Provision and delivery of 240 litre wheeled bin - Refuse	No VAT	£42.00	£42.00	£42.00
Provision and delivery of 140 litre wheeled bin - Refuse	No VAT	£35.00	£35.00	£35.00
Provision and delivery of 240 litre wheeled bin - Recycling	No VAT	£24.00	£24.00	£24.00
Provision and delivery of 140 litre wheeled bin - Recycling	No VAT	£20.00	£20.00	£20.00
<b><u>Provision of First Green Sack (Garden Waste)</u></b>				
Provision of 120 litre reusable sack	No VAT	£5.00	£5.00	£5.00
<b><u>Provision of Additional Green Sack (Garden Waste)</u></b>				
Provision of 120 litre reusable sack	No VAT	£5.00	£5.00	£5.00
<b><u>Provision of First Caddy (Food Waste)</u></b>				
Provision of 10 litre caddy	No VAT	Free	Free	Free
<b><u>Provision of Additional Caddies (Food Waste)</u></b>				
Provision of up to 2 x 10 litre caddies	No VAT	Free	Free	Free

## Fees and Charges 2021/22

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b><u>Provision of Replacement Bins</u></b>				
<b><u>For Refuse, Recycling and Garden Waste</u></b>				
Free for those on Council Tax or Housing Benefit		Free	Free	Free
In cases where the bin has been stolen and a CRN has been obtained		Free	Free	Free
In cases of genuine damage by contractor (excluding wilful damage or loss)		Free	Free	Free
Provision and delivery of 240 litre wheeled bin (Refuse and Recycling)	No VAT	£42.00	£42.00	£42.00
Provision and delivery of 140 litre wheeled bin (Refuse and Recycling)	No VAT	£35.00	£35.00	£35.00
Provision and delivery of 240 litre wheeled bin (Garden Waste)	No VAT	Free	Free	Free
Provision and delivery of 140 litre wheeled bin (Garden Waste)	No VAT	Free	Free	Free
Swap from large (240 litre) bin to small (140 litre) bin (Refuse and Recycling)	No VAT	£16.00	£16.00	£16.00
Swap from small (140 litre) bin to large (240 litre) bin (Refuse and Recycling)	No VAT	£22.00	£22.00	£22.00
Swap from large (240 litre) bin to small (140 litre) bin (Garden Waste)	No VAT	Free	Free	Free
Swap from small (140 litre) bin to large (240 litre) bin (Garden Waste)	No VAT	Free	Free	Free
<b><u>Schedule 2 Collection Service - fortnightly collection of 1 x 240 litre wheeled bin (or equivalent) for Refuse, Recycling or Garden/Food Waste</u></b>				
Residential hostel, nursing home	No VAT	£59.00	£59.00	£59.00
Holiday let	No VAT	£59.00	£59.00	£59.00
NB. WCC disposal/treatment charges for Refuse and Garden/Food Waste will be levied in addition to the above				
<b><u>Fly Tipping</u></b>				
Removal of Fly tip from domestic land (per m3)	Plus VAT	£28.33	£28.33	£34.00
Removal of Fly tip from agricultural/commercial land (per m3)	Plus VAT	£33.33	£33.33	£40.00
Disposal of Fly tip from agricultural/commercial land (per tonne)	Plus VAT	£150.00	£150.00	£150.00
<b><u>Graffiti Removal</u></b>				
Removal of Graffiti from private or commercial property (per 30 mins)	Plus VAT	£28.33	£28.33	£34.00
<b><u>Sharps Removal</u></b>				
Removal of Sharps from domestic property		Free	Free	Free
Removal of Sharps from private or commercial property	Plus VAT	£37.50	£37.50	£45.00
<b><u>Abandoned Vehicle</u></b>				
Removal of Abandoned Vehicles from private or commercial land	Plus VAT	£180.00	£180.00	£180.00
<b><u>Enforcement - Fixed Penalty Notices (FPNs)</u></b>				
FPN for small scale fly tipping (1 cubic metre or less). Reduced to £150 if paid within 10 days	No VAT	£200.00	£200.00	£200.00
FPN for large scale fly tipping (over 1 cubic metre). Reduced to £300 if paid within 10 days	No VAT	£400.00	£400.00	£400.00
FPN for littering. Reduced to £50 if paid within 10 days.	No VAT	£80.00	£80.00	£80.00
FPN for failing to comply with a community protection notice. Reduced to £75 if paid within 14 days.	No VAT	£100.00	£100.00	£100.00

## Fees and Charges 2021/22

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b><u>Corporate Property</u></b>				
<b><u>Events</u></b>				
All plus VAT if applicable				
Performers per day		£30.00	£30.00	£36.00
Performers per part day		£20.00	£20.00	£24.00
All non charitable and non-voluntary sector events per day (Commercial trade fairs, events, displays, fun fairs, circuses)		£750.00	£750.00	£900.00
Additional area (ie in additional to events in line above) per day		£375.00	£375.00	£450.00
Event set up days		£200.00	£200.00	£240.00
Filming per day		£530.00	£530.00	£636.00
Filming per part day		£260.00	£260.00	£312.00

### **Recreation Ground**

Football pitch with toilets (under 16) per match	Plus VAT	£10.00	£10.00	£12.00
Pitch with dry changing (adult) per match	Plus VAT	£20.00	£20.00	£24.00
Overnight mooring fee River Avon Recreation ground	Plus VAT	£10.00	£10.00	£12.00

\*VAT not applied when 10 or more games are booked

### **S106 Agreement Monitoring Costs**

Monitoring individual obligations	No VAT	£250.00	£250.00	£250.00
Monitoring where housing provisions apply	No VAT	£400.00	£400.00	£400.00

### **CCTV**

CCTV access request - Admin. charge - others	Plus VAT	£100.00	£100.00	£120.00
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### **Land Charges**

LLC 1	No VAT	£20.00	£20.00	£20.00
Form Con29 only - fees set by WCC	Plus VAT	£89.50	£90.50	£108.60
Extra parcel of Land for categories 1	No VAT	£10.00	£10.00	£10.00
Extra parcel of Land for categories 2	Plus VAT	£10.00	£10.00	£12.00
Non standard enquiries (per 20 mins)	Plus VAT	£10.00	£10.00	£12.00
Personal search of the Local Land Register (collection by appointment)	No VAT	Free	Free	Free
<b>Con29 'O' questions:-</b>				
Q22 - fees set by WCC	Plus VAT	£15.75	£16.00	£19.20
Q4	N/A	Free	Free	Free
All other questions - per question	Plus VAT	£10.00	£10.00	£12.00
<b>Con29 questions:-</b>				
Q1.1 (a- i) Planning	Plus VAT	£15.00	£15.00	£18.00
Q1.1 (j-l) Building Control	Plus VAT	£7.50	£7.50	£9.00
All other questions - per question	Plus VAT	£5.00	£5.00	£6.00

### **Planning DC & Enforcement**

#### **A4 SiteMap Ordnance Survey Extracts**

6 x Block Plan @ 1:500 scale	Plus VAT	£8.33	£8.33	£10.00
8 x Block Plan @ 1:500 scale	Plus VAT	£8.75	£8.75	£10.50
10 x Block Plan @ 1:500 scale	Plus VAT	£9.17	£9.17	£11.00
6 x Site Location Plan @ 1:1250 scale	Plus VAT	£16.67	£16.67	£20.00
8 x Site Location Plan @ 1:1250 scale	Plus VAT	£17.08	£17.08	£20.50
10 x Site Location Plan @ 1:1250 scale	Plus VAT	£17.50	£17.50	£21.00
6 x Site Location Plan @ 1:2500 scale	Plus VAT	£45.83	£45.83	£55.00
8 x Site Location Plan @ 1:2500 scale	Plus VAT	£46.25	£46.25	£55.50
10 x Site Location Plan @ 1:2500 scale	Plus VAT	£46.67	£46.67	£56.00
Additional Copies are charged at £0.25 per copy	Plus VAT	£0.21	£0.21	£0.25

#### **Pre Application Advice**

See appended document

#### **Planning Applications**

See appended document

### **Heritage and Design**

#### **Conservation**

High Hedges Complaint	No VAT	£400.00	£400.00	£400.00
High Hedges Complaint if in receipt of means tested benefit	No VAT	£100.00	£100.00	£100.00

## Fees and Charges 2021/22

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b><u>Licensing</u></b>				
<b><u>Private Hire Vehicle Licencing</u></b>				
Operators (Five Year Licence)	No VAT	£1,327.00	£1,327.00	£1,327.00
Private hire Vehicle (new)	No VAT	£346.00	£346.00	£346.00
Private hire Vehicle (renewal)	No VAT	£304.00	£304.00	£304.00
Copy of paper licence	No VAT	£15.00	£15.00	£15.00
Replacement Badge	No VAT	£32.00	£32.00	£32.00
Replacement Plate	No VAT	£53.00	£53.00	£53.00
Change of ownership of plate with no reissue of licence	No VAT	£100.00	£100.00	£100.00
Driver pack	No VAT	£9.00	£9.00	£9.00
<b><u>Hackney Carriages (Annual)</u></b>				
New or reissue of plate following change of ownership	No VAT	£414.00	£414.00	£414.00
Hackney carriage - Renewal	No VAT	£377.00	£377.00	£377.00
Omnibus	No VAT	£377.00	£377.00	£377.00
Omnibus Driver	No VAT	£388.00	£388.00	£388.00
Omnibus Renewal	No VAT	£74.00	£74.00	£74.00
Statutory Licence (Drivers renewal - 3 year)	No VAT	£210.00	£210.00	£210.00
Replacement Tariff Card	No VAT	£16.00	£16.00	£16.00
<b><u>Dual Drivers' Licence</u></b>				
3 Year new	No VAT	£278.00	£278.00	£278.00
3 Year renewal	No VAT	£236.00	£236.00	£236.00
Bounced Cheque Charge	No VAT	£40.00	£40.00	£40.00
DBS Completion and signature + DBS Fee	No VAT	£9.00	£9.00	£9.00
Knowledge Test	No VAT	£32.00	£32.00	£32.00
<b><u>Pleasure Boat Licences (Annual)</u></b>				
Class A Rowing. Punts, Canoes	No VAT	£45.00	£45.00	£45.00
Class A Motor Boats	No VAT	£60.00	£60.00	£60.00
Class B Carrying not more than 12 Passengers	No VAT	£105.00	£105.00	£105.00
Class C Cabin Cruisers or Long Boats	No VAT	£105.00	£105.00	£105.00
Boatman's Licence to Navigate Initial	No VAT	£105.00	£105.00	£105.00
Boatman's Licence to Navigate Renewal	No VAT	£60.00	£60.00	£60.00
<b><u>Street Trading Consents</u></b>				
<b><u>For Fixed Locations (12 Month Licence)</u></b>				
Zone 1 - Food	No VAT	£1,519.00	£1,519.00	£1,519.00
Zone 1 - Non Food	No VAT	£1,100.00	£1,100.00	£1,100.00
Zone 2 - Food	No VAT	£812.00	£812.00	£812.00
Zone 2 - Non Food	No VAT	£707.00	£707.00	£707.00
Zone 3 - Food	No VAT	£760.00	£760.00	£760.00
Zone 3 - Non Food	No VAT	£707.00	£707.00	£707.00
<b><u>For Fixed Locations (3 Month Licence)</u></b>				
Zone 1 - Food	No VAT		£380.00	£380.00
Zone 2 - Food	No VAT		£205.00	£205.00
Zone 3 - Food	No VAT		£190.00	£190.00
<b><u>To Trade as a mobile operator (12 Month Licence)</u></b>				
Food Mobile Zones 1 + 2 + 3	No VAT	£1,937.00	£1,937.00	£1,937.00
Food Mobile Zone 2 + 3	No VAT	£1,728.00	£1,728.00	£1,728.00
Additional Vehicles per vehicle	No VAT	£576.00	£576.00	£576.00
Food Mobile Zone 3	No VAT	£1,414.00	£1,414.00	£1,414.00
Additional Vehicles per vehicle	No VAT	£576.00	£576.00	£576.00
Non Food Mobile Zone 2 + 3	No VAT	£760.00	£760.00	£760.00
Additional Vehicles per vehicle	No VAT	£367.00	£367.00	£367.00
Non Food Mobile Zone 3	No VAT	£524.00	£524.00	£524.00
Additional Vehicles per vehicle	No VAT	£262.00	£262.00	£262.00
<b><u>Mobile Street Trading (3 Month Licence)</u></b>				
Food Mobile Zone 2 + 3	No VAT		£432.00	£432.00
Food Mobile Zone 3	No VAT		£471.00	£471.00
<b><u>Special Events/markets Daily Rate</u></b>				
Category 1 - Up to 20 Traders	No VAT	£120.00	£120.00	£120.00
Category 2 - 21 to 49 Traders	No VAT	£262.00	£262.00	£262.00
Category 3 - 50 to 75 traders	No VAT	£393.00	£393.00	£393.00
Category 4 - 76 to 99 Traders	No VAT	£524.00	£524.00	£524.00
Category 5 - Over 100 Traders	No VAT	£629.00	£696.00	£629.00
Consecutive days 50% of daily rate	No VAT	See Above	See Above	See Above
Late night opening of Public Conveniences	No VAT	Actual Cost	Actual Cost	Actual Cost
Additional Street Cleaning	No VAT	Actual Cost	Actual Cost	Actual Cost
<b><u>Day Rates</u></b>				
Food Trader	No VAT	£68.00	£68.00	£68.00
Non Food Trader	No VAT	£53.00	£53.00	£53.00

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Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b><u>Gambling Act 2005</u></b>				
<b><u>Adult Gaming Centres</u></b>				
New application fee	No VAT	£1,320.00	£1,320.00	£1,320.00
Annual Fee	No VAT	£810.00	£810.00	£810.00
Application to vary	No VAT	£1,000.00	£1,000.00	£1,000.00
Application to transfer	No VAT	£1,200.00	£1,200.00	£1,200.00
Application for re-instatement	No VAT	£1,200.00	£1,200.00	£1,200.00
Application for provisional statement	No VAT	£1,200.00	£1,200.00	£1,200.00
Licence application (provisional statement holders)	No VAT	£1,200.00	£1,200.00	£1,200.00
Copy Licence	No VAT	£25.00	£25.00	£25.00
Notification of change	No VAT	£50.00	£50.00	£50.00
<b><u>Tracks</u></b>				
New application fee	No VAT	£2,330.00	£2,330.00	£2,330.00
Annual Fee	No VAT	£1,000.00	£1,000.00	£1,000.00
Application to vary	No VAT	£1,250.00	£1,250.00	£1,250.00
Application to transfer	No VAT	£950.00	£950.00	£950.00
Application for re-instatement	No VAT	£950.00	£950.00	£950.00
Application for provisional statement	No VAT	£2,330.00	£2,330.00	£2,330.00
Licence application (provisional statement holders)	No VAT	£950.00	£950.00	£950.00
Copy Licence	No VAT	£25.00	£25.00	£25.00
Notification of change	No VAT	£50.00	£50.00	£50.00
<b><u>Betting Premises (excluding tracks)</u></b>				
New application fee	No VAT	£2,320.00	£2,320.00	£2,320.00
Annual Fee	No VAT	£600.00	£600.00	£600.00
Application to vary	No VAT	£1,200.00	£1,200.00	£1,200.00
Application to transfer	No VAT	£1,200.00	£1,200.00	£1,200.00
Application for re-instatement	No VAT	£1,200.00	£1,200.00	£1,200.00
Application for provisional statement	No VAT	£1,200.00	£1,200.00	£1,200.00
Licence application (provisional statement holders)	No VAT	£1,200.00	£1,200.00	£1,200.00
Copy Licence	No VAT	£25.00	£25.00	£25.00
Notification of change	No VAT	£50.00	£50.00	£50.00
<b><u>Miscellaneous</u></b>				
Motor Vehicle Salvage Operators	No VAT	£100.00	£100.00	£100.00
Sex Establishments	No VAT	£3,500.00	£3,500.00	£3,500.00
Sexual Entertainment Venues	No VAT	£3,500.00	£3,500.00	£3,500.00
Registration for Acupuncture, Electrolysis, Ear piercing, tattooing establishment + 1 operator	No VAT	£110.00	£110.00	£110.00
Additional Operators	No VAT	£58.00	£58.00	£58.00
Change of Premises	No VAT	£110.00	£110.00	£110.00
<b><u>Scrap Metal Dealers</u></b>				
Site Licence	No VAT	£800.00	£800.00	£800.00
Additional Site Licence	No VAT	£220.00	£220.00	£220.00
Collectors Licence	No VAT	£150.00	£150.00	£150.00
Change in Licensee name	No VAT	£20.00	£20.00	£20.00
Application for change of site	No VAT	£220.00	£220.00	£220.00
Application for change in site manager	No VAT	£70.00	£70.00	£70.00
Application to change a site licence to a collectors licence	No VAT	£30.00	£30.00	£30.00
Application to change a collectors licence to a site licence	No VAT	£340.00	£340.00	£340.00
<b><u>Caravans</u></b>				
Inspection Cost	No VAT	£120.00	£120.00	£120.00
Site Rules - 1st year only	No VAT	£150.00	£150.00	£150.00
Administration recovery per annum	No VAT	£199.00	£199.00	£199.00
Additional cost per unit over 50 units	No VAT	£1.67	£1.67	£1.67
<b><u>Dangerous and Wild Animal Licence</u></b>				
* Application	No VAT	£205.00	£205.00	£205.00
* Grant	No VAT	£110.00	£110.00	£110.00
<b><u>Zoo Licence</u></b>				
* Application	No VAT	£305.00	£305.00	£305.00
* Grant	No VAT	£110.00	£110.00	£110.00
*Plus Vet Fees				

## Fees and Charges 2021/22

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b>Animal Welfare</b>				
Selling animals as pets - application for a new/renewal licence	No VAT	£460.00	£460.00	£460.00
Selling animals as pets - application for a new/renewal licence as an additional entitlement	No VAT	£115.00	£115.00	£115.00
Selling animals as pets - application for a variation to the licence that is not administrative	No VAT	£215.00	£215.00	£215.00
Hiring out of fewer than 10 horses - application for a new/renewal licence	No VAT	£400.00	£400.00	£400.00
Hiring out of fewer than 10 horses - application for a new/renewal licence as an additional entitlement	No VAT	£80.00	£80.00	£80.00
Hiring out of fewer than 10 horses - application for a variation to the licence that is not administrative	No VAT	£160.00	£160.00	£160.00
Hiring out of 10 and up to 30 horses - application for a new/renewal licence	No VAT	£480.00	£480.00	£480.00
Hiring out of 10 and up to 30 horses - application for a new/renewal licence as an additional entitlement	No VAT	£115.00	£115.00	£115.00
Hiring out of 10 and up to 30 horses - application for a variation to the licence that is not administrative	No VAT	£235.00	£235.00	£235.00
Hiring out of more than 30 horses - application for a new/renewal licence	No VAT	£520.00	£520.00	£520.00
Hiring out of more than 30 horses - application for a variation to the licence that is not administrative	No VAT	£275.00	£275.00	£275.00
Breeding dogs - application for a new/renewal licence	No VAT	£480.00	£480.00	£480.00
Breeding dogs - application for a new/renewal licence as an additional entitlement	No VAT	£115.00	£115.00	£115.00
Breeding dogs - application for a variation to the licence that is not administrative	No VAT	£235.00	£235.00	£235.00
Providing/arranging of fewer than 10 cats - application for a new/renewal licence	No VAT	£385.00	£385.00	£385.00
Providing/arranging of fewer than 10 cats - application for a new/renewal licence as an additional entitlement	No VAT	£80.00	£80.00	£80.00
Providing/arranging of fewer than 10 cats - application for a variation to the licence that is not administrative	No VAT	£140.00	£140.00	£140.00
Providing/arranging boarding of 10 and up to 30 cats - application for a new/renewal licence	No VAT	£460.00	£460.00	£460.00
Providing/arranging boarding of 10 and up to 30 cats - application for a new/renewal licence as an additional entitlement	No VAT	£115.00	£115.00	£115.00
Providing/arranging boarding of 10 and up to 30 cats - application for a variation to the licence that is not administrative	No VAT	£215.00	£215.00	£215.00
Providing/arranging boarding of more than 30 cats - application for a new/renewal licence	No VAT	£500.00	£500.00	£500.00
Providing/arranging boarding of more than 30 cats - application for a new/renewal licence as an additional entitlement	No VAT	£155.00	£155.00	£155.00
Providing/arranging of more than 30 cats - application for a variation to the licence that is not administrative	No VAT	£252.00	£252.00	£252.00
Providing/arranging of fewer than 10 dogs - application for a variation to the licence that is not administrative	No VAT	£385.00	£385.00	£385.00
Providing/arranging boarding of fewer than 10 dogs - application for a new/renewal licence	No VAT	£80.00	£80.00	£80.00
Providing/arranging boarding of fewer than 10 dogs - application for a new/renewal licence as an additional entitlement	No VAT	£140.00	£140.00	£140.00
Providing/arranging of between 10 and 30 dogs - application for a variation to the licence that is not administrative	No VAT	£460.00	£460.00	£460.00
Providing/arranging boarding of between 10 and 30 dogs - application for a new/renewal licence	No VAT	£115.00	£115.00	£115.00
Providing/arranging boarding of between 10 and 30 dogs - application for a new/renewal licence as an additional entitlement	No VAT	£215.00	£215.00	£215.00
Providing/arranging of more than 30 dogs - application for a variation to the licence that is not administrative	No VAT	£500.00	£500.00	£500.00
Providing/arranging boarding of more than 30 dogs - application for a new/renewal licence	No VAT	£155.00	£155.00	£155.00
Providing/arranging boarding of more than 30 dogs - application for a new/renewal licence as an additional entitlement	No VAT	£252.00	£252.00	£252.00
Keeping or training animals for exhibition - application for a variation to the licence that is not administrative	No VAT	£460.00	£460.00	£460.00
Keeping or training animals for exhibition - application for a new/renewal licence	No VAT	£115.00	£115.00	£115.00
Keeping or training animals for exhibition - application for a new/renewal licence as an additional entitlement	No VAT	£215.00	£215.00	£215.00
Appeal of star rating (risk rating)	No VAT	£150.00	£150.00	£150.00
Supply of duplicate licence to licence holder	No VAT	£20.00	£20.00	£20.00
Administrative change on licence (eg. Change of name etc.)	No VAT	£20.00	£20.00	£20.00

### **NB**

- Applications may be made for more than one activity on a single licence. In those circumstances the fee will be the sum of the higher fee of the selected activities and the relevant additional entitlement fees (in brackets).
- Licences are issued for between one and three years depending on the risk rating achieved by the premises at inspection, with the exception of keeping of animals for exhibition.



## Fees and Charges 2021/22

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b><u>Pest Control</u></b>				
<b><u>Control of Pests</u></b>				
<b><u>DOMESTIC PREMISES</u></b>				
Indoor Public Health Pests (Indoor rats, bedbugs, cockroaches) up to three visits	Plus VAT	£83.33	£83.33	£100.00
Single Treatment Pests (e.g. Wasp treatment, Flies in domestic properties)	Plus VAT	£62.50	£62.50	£75.00
Up to three visits for pests (e.g. Mice, Outdoor Rats, Fleas, Squirrels in domestic house lofts only, Carpet Beetles and Clothes Moths in domestic premises)	Plus VAT	£83.33	£83.33	£100.00
<b><u>COMMERCIAL PREMISES</u></b>				
Commercial Treatment (any single treatment in a commercial premises e.g. Wasp treatment, Flies in commercial properties)	Plus VAT	£62.50	£62.50	£75.00
Commercial Treatments (up to three visits in a commercial premises eg indoor or outdoor rats, bedbugs, cockroaches )	Plus VAT	£83.33	£83.33	£100.00
Pest Control advice visit/or aborted call-outs	Plus VAT	£25.83	£25.83	£31.00
If any commercial premises treatment is likely to cost more than the base fee, an estimate will be given before treatment eg grainstores,		poa	poa	poa
<b><u>Dog Warden</u></b>				
Collection of Stray Dogs - Fine plus costs (Statutory fine of £25)	No VAT	£110.00	£110.00	£110.00
Dog Fouling Fixed Penalty Notice (FPN)	No VAT	£75.00	£75.00	£75.00
Reduction for early payment of FPN (within 14 days)	No VAT	£50.00	£50.00	£50.00

## Fees and Charges 2021/22

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b><u>Charges for Not for Profit Organisations</u></b>				
<b><u>Refuse</u></b>				
<b><u>Schedule 2 Collection Service - fortnightly collection of 1 x 240 litre wheeled bin (or equivalent) for Refuse, Recycling or Garden/Food Waste</u></b>				
Charity premises/shops	No VAT	£55.00	£55.00	£55.00
Village halls, Community halls	No VAT	£55.00	£55.00	£55.00
<b><u>Schedule 2 Collection Service - fortnightly collection of 1 x 1,100 litre wheeled bin (or equivalent) for Recycling ONLY</u></b>				
WCC Schools	No VAT	£142.00	£142.00	£142.00
<b><u>Schedule 2 Collection Service - fortnightly collection of 1 x 240 litre wheeled bin (or equivalent) for Garden/Food Waste ONLY</u></b>				
WCC Schools	No VAT	£33.00	£33.00	£33.00
<b><u>Graveyards - fortnightly collection of 1 x 240 litre wheeled bin (or equivalent) for Refuse, Recycling or Garden/Food Waste</u></b>				
Bin Emptying for 1 Year	No VAT	£59.00	£59.00	£59.00
<b><u>Corporate Property</u></b>				
<b><u>Small/Local Charitable Rate</u></b>				
	All plus VAT if applicable			
Recreation Ground (Large events, North Rec.)		£100.00	£100.00	£120.00
Recreation Ground (small, half North Rec.)		£30.00	£30.00	£36.00
Bancroft Gardens and waterside promenade (day events)		£50.00	£50.00	£60.00
Bancroft Gardens and waterside promenade (Short duration events, half day or less)		£20.00	£20.00	£24.00
Corn Market		£30.00	£30.00	£36.00
Corn Market (half day)		£20.00	£20.00	£24.00
<b><u>Large/ Non-Local Charitable Rate</u></b>				
	All plus VAT if applicable			
Recreation Ground (Large events, North Rec.)		£200.00	£200.00	£240.00
Recreation Ground (small, half North Rec.)		£70.00	£70.00	£84.00
Bancroft Gardens and waterside promenade (day events)		£70.00	£70.00	£84.00
Bancroft Gardens and waterside promenade (Short duration events, half day or less)		£50.00	£50.00	£60.00
Corn Market		£50.00	£50.00	£60.00
Corn Market (half day)		£30.00	£30.00	£36.00
Note:				
A small charity is defined as having a turnover of less than £1m per annum				
A local charity is defined as being registered within the District				
<b><u>Meeting Room Hire</u></b>				
Room 001 (The Council Chamber) - Full day - concession rate 50%	Plus VAT	£315.00	£315.00	£378.00
Room 002 - Full day - concession rate 50%	Plus VAT	£210.00	£210.00	£252.00
Room 003 - Full day - concession rate not available	Plus VAT	£125.00	£125.00	£150.00
Room 004 - Full day - concession rate not available	Plus VAT	£105.00	£105.00	£126.00
Room 001 (The Council Chamber) - Half day or evening hire (up to 4 hours) - concession rate 50%	Plus VAT	£160.00	£160.00	£192.00
Room 002 - Half day or evening hire (up to 4 hours) - concession rate 50%	Plus VAT	£105.00	£105.00	£126.00
Room 003 - Half day or evening hire (up to 4 hours) - concession rate not available	Plus VAT	£65.00	£65.00	£78.00
Room 004 - Half day or evening hire (up to 4 hours) - concession rate not available	Plus VAT	£55.00	£55.00	£66.00
*The following organisations are deemed to qualify for the <b>Concession rate</b> :-				
<ul style="list-style-type: none"> <li>• Other Council's;</li> <li>• Partner organisations; and</li> <li>• Volunteer organisations or charities.</li> </ul>				

## Fees and Charges 2021/22

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b><u>Charges Limited by Statute</u></b>				
<b><u>Housing</u></b>				
<b><u>Minimum Energy Efficiency Regulations 2015</u></b>				
<b><u>Domestic Properties</u></b>				
Providing false or misleading information to PRS exemptions register - publication, and fine upto	No VAT	£1,000	£1,000	£1,000
Renting out a non-compliant property for a period of less than 3 months - publication, and fine upto	No VAT	£2,000	£2,000	£2,000
Renting out a non-compliant property for a period of more than 3 months - publication and fine upto	No VAT	£4,000	£4,000	£4,000
Failure to comply with a compliance notice, publication and fine upto	No VAT	£2,000	£2,000	£2,000
Maximum fine for multiple offences under these regulations - upto	No VAT	£5,000	£5,000	£5,000
<b><u>Commercial Properties</u></b>				
Providing false or misleading information to PRS exemptions register - publication, and fine upto	No VAT	£5,000	£5,000	£5,000
Renting out a non-compliant property for a period of less than 3 months - publication, and fine upto	No VAT	The greater of £5000 or 10% ratable value. Max £50,000	The greater of £5000 or 10% ratable value. Max £50,000	The greater of £5000 or 10% ratable value. Max £50,000
Renting out a non-compliant property for a period of more than 3 months - publication and fine upto	No VAT	The greater of £10,000 or 20% ratable value. Max £150,000	The greater of £10,000 or 20% ratable value. Max £150,000	The greater of £10,000 or 20% ratable value. Max £150,000
<b><u>Electrical Safety Standards Regulations 2020</u></b>	No VAT	Maximum £30,000	Maximum £30,000	Maximum £30,000
<b><u>Technical Services</u></b>				
<b><u>PCN's</u></b>	No VAT	£70/£50	£70/£50	£70/£50
paid within 14 days discount	No VAT	£35/£25	£35/£25	£35/£25
50% INCREASE IF CHARGE CERTIFICATE SENT OUT				
FURTHER £5 INCREASE IF SENT TO DEBT REGISTRATION				
<b><u>Democratic Services</u></b>				
<b><u>Sale of Register (These charges may be reviewed independently during the year)</u></b>				
Data Copy plus £1.50 per 1000 names on register	No VAT	£20.00	£20.00	£20.00
Paper Copy plus £5 per 1000 names on register	No VAT	£10.00	£10.00	£10.00
* Edited Register Charges as per Representation of the People Regulations 2001 Regulation 110(2)				
Full Register Charges as per Representation of the People Regulations 2001 Regulation 111(5)				
Overseas Electors List Charges as per Representation of the People Regulations 2001 Regulation 111(6)				
<b><u>Charges applied to current Register</u></b>				
Paper Whole full register	No VAT	£490.00	£490.00	£490.00
Data Whole full register	No VAT	£164.00	£164.00	£164.00
Paper Whole edited register	No VAT	£270.00	£270.00	£270.00
Data Whole edited register	No VAT	£98.00	£98.00	£98.00
Paper index	No VAT	£25.00	£25.00	£25.00
Data Index	No VAT	£24.50	£24.50	£24.50
Data Overseas Voter List	No VAT	£23.00	£23.00	£23.00
Paper Overseas Voter List	No VAT	£20.00	£20.00	£20.00
<b><u>Statutory Marked Election Registers Charges (from July 2008)</u></b>				
Data Format plus £1.00 per 1000 names on register	No VAT	£10.00	£10.00	£10.00
Printed Copy plus £2.00 per 1000 names on register	No VAT	£10.00	£10.00	£10.00
Confirmation letter	No VAT	£0.00	£0.00	£0.00

## Fees and Charges 2021/22

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b><u>Environmental Services</u></b>				
<b><u>Authorised Processes Subsistence</u></b>				
See appended document LAPPC				
<b><u>Private Water Supplies</u></b>				
Officer cost per hour for each of the following 4 services: -	No VAT	£39.34	£39.34	£39.34
<b>Risk Assessment</b> - officer hourly rate plus laboratory costs				
<b>Sampling</b> - officer hourly rate plus laboratory costs				
<b>Investigation</b> - officer hourly rate plus laboratory costs				
<b>Granting an Authorisation</b> - officer hourly rate				
<b><u>Licensing</u></b>				
<b><u>Licensing Act 2003 Fee Structure</u></b>				
See appended document				
<b><u>Events Main Application Fee</u></b>				
5,000 to 9,999	No VAT	£1,000.00	£1,000.00	£1,000.00
10,000 to 14,999	No VAT	£2,000.00	£2,000.00	£2,000.00
15,000 to 19,999	No VAT	£4,000.00	£4,000.00	£4,000.00
20,000 to 29,999	No VAT	£8,000.00	£8,000.00	£8,000.00
30,000 to 39,999	No VAT	£16,000.00	£16,000.00	£16,000.00
40,000 to 49,999	No VAT	£24,000.00	£24,000.00	£24,000.00
50,000 to 59,999	No VAT	£32,000.00	£32,000.00	£32,000.00
60,000 to 69,999	No VAT	£40,000.00	£40,000.00	£40,000.00
70,000 to 79,999	No VAT	£48,000.00	£48,000.00	£48,000.00
80,000 to 89,999	No VAT	£56,000.00	£56,000.00	£56,000.00
90,000 and over	No VAT	£64,000.00	£64,000.00	£64,000.00
<b><u>Events Main Annual Charge</u></b>				
5,000 to 9,999	No VAT	£500.00	£500.00	£500.00
10,000 to 14,999	No VAT	£1,000.00	£1,000.00	£1,000.00
15,000 to 19,999	No VAT	£2,000.00	£2,000.00	£2,000.00
20,000 to 29,999	No VAT	£4,000.00	£4,000.00	£4,000.00
30,000 to 39,999	No VAT	£8,000.00	£8,000.00	£8,000.00
40,000 to 49,999	No VAT	£12,000.00	£12,000.00	£12,000.00
50,000 to 59,999	No VAT	£16,000.00	£16,000.00	£16,000.00
60,000 to 69,999	No VAT	£20,000.00	£20,000.00	£20,000.00
70,000 to 79,999	No VAT	£24,000.00	£24,000.00	£24,000.00
80,000 to 89,999	No VAT	£28,000.00	£28,000.00	£28,000.00
90,000 and over	No VAT	£32,000.00	£32,000.00	£32,000.00
<b><u>Gambling Act 2005</u></b>				
<b><u>Licensed Premises Gaming Machine Permit</u></b>				
Grant	No VAT	£150.00	£150.00	£150.00
Existing operator Grant	No VAT	£100.00	£100.00	£100.00
Variation	No VAT	£100.00	£100.00	£100.00
Transfer	No VAT	£25.00	£25.00	£25.00
Annual Fee	No VAT	£50.00	£50.00	£50.00
Change of name	No VAT	£25.00	£25.00	£25.00
Copy of Permit	No VAT	£15.00	£15.00	£15.00
<b><u>Licensed Premises Automatic Notification Process</u></b>				
On notification	No VAT	£50.00	£50.00	£50.00
<b><u>Club Gaming Permits</u></b>				
Grant	No VAT	£200.00	£200.00	£200.00
Grant (Club Premises Certificate holder)	No VAT	£100.00	£100.00	£100.00
Existing operator Grant	No VAT	£100.00	£100.00	£100.00
Variation	No VAT	£100.00	£100.00	£100.00
Renewal	No VAT	£200.00	£200.00	£200.00
Renewal (Club Premises Certificate holder)	No VAT	£100.00	£100.00	£100.00
Annual Fee	No VAT	£50.00	£50.00	£50.00
Copy of Permit	No VAT	£15.00	£15.00	£15.00

## Fees and Charges 2021/22

Description	VAT	Agreed 2020/21 Charge	Agreed 2021/22 Charge	New Incl. VAT @ 20%
<b><u>Club Machine Permits</u></b>				
Grant	No VAT	£200.00	£200.00	£200.00
Grant (Club Premises Certificate holder)	No VAT	£100.00	£100.00	£100.00
Existing operator Grant	No VAT	£100.00	£100.00	£100.00
Variation	No VAT	£100.00	£100.00	£100.00
Renewal	No VAT	£200.00	£200.00	£200.00
Renewal (Club Premises Certificate holder)	No VAT	£100.00	£100.00	£100.00
Annual Fee	No VAT	£50.00	£50.00	£50.00
Copy of Permit	No VAT	£15.00	£15.00	£15.00
<b><u>Family Entertainment Centre Gaming Machine Permits</u></b>				
Grant	No VAT	£300.00	£300.00	£300.00
Renewal	No VAT	£300.00	£300.00	£300.00
Existing operator Grant	No VAT	£100.00	£100.00	£100.00
Change of name	No VAT	£25.00	£25.00	£25.00
Copy of Permit	No VAT	£15.00	£15.00	£15.00
<b><u>Prize Gaming Permits</u></b>				
Grant	No VAT	£300.00	£300.00	£300.00
Renewal	No VAT	£300.00	£300.00	£300.00
Existing operator Grant	No VAT	£100.00	£100.00	£100.00
Change of name	No VAT	£25.00	£25.00	£25.00
Copy of Permit	No VAT	£15.00	£15.00	£15.00
<b><u>Small Lottery Registration</u></b>				
Grant	No VAT	£40.00	£40.00	£40.00
Annual Fee	No VAT	£20.00	£20.00	£20.00

## **Building Control - Domestic Charges**

<b>Type of Application</b>	<b>Full Plans Plan Charge</b>	<b>Full Plans Inspection Charge</b>	<b>Building Notice Charge</b>
1 Dwelling (Creation/Conversion)	£277.00	£646.00	£998.00
2 Dwellings (Creation/Conversion)	£376.00	£877.00	£1,379.00
3 Dwellings (Creation/Conversion)	£455.00	£1,062.00	£1,669.00
4 Dwellings (Creation/Conversion)	£514.00	£1,201.00	£1,887.00
Single Storey Ext. Less than 10m2	£118.00	£277.00	£435.00
Single Storey Ext. 10m2 - 40m2	£158.00	£369.00	£580.00
Single Storey Ext. 40m2 - 100m2	£217.00	£508.00	£798.00
Two Storey Ext. Less than 20m2	£178.00	£415.00	£653.00
Two Storey Ext. 20m2 - 60m2	£217.00	£508.00	£798.00
Two Storey Ext. 60m2 - 100m2	£277.00	£646.00	£998.00
Two Storey Ext. 100m2 - 200m2	£356.00	£831.00	£1,306.00
Loft Conversion	£138.00	£323.00	£508.00
Single Storey Garage up to 60m2	£99.00	£231.00	£363.00
Two Storey Garage up to 100m2	£217.00	£508.00	£798.00
Garage Conversion	£112.00	£244.00	£392.00
Alteration to Basement	£217.00	£508.00	£798.00
Underpinning			
Renovation of Thermal Element	£66.00	£198.00	£290.00
Internal Altertaions Less than £3,000	£59.00	£138.00	£217.00
Internal Altertaions £3,000 - £10,000	£88.00	£208.00	£327.00
Internal Altertaions £10,000 - £20,000	£118.00	£277.00	£435.00
Internal Altertaions £20,000 - £50,000	£158.40	£369.60	£580.00
Internal Altertaions £50,000 - £100,000	£217.00	£508.00	£798.00
Window Replacement	£132.00 initial window then £13.20 per additional window	N/A	£132.00 initial window then £13.20 per additional window

<b>Pre Application Advice</b>	<b>Charges from 1 April 2021</b>		
<b>Development Type</b>	<b>Written advice only + site visit</b>	<b>Meeting + written advice + site visit</b>	<b>Follow up requests for further written advice</b>
Major developments (1) - residential proposals of 50 or more dwellings or involving a site area of 2 ha or more; commercial proposals involving 5,000 sqm or more of floor space or a site area of 2 ha or more.		£3000	£175 per hour (rounded up to 15 mins)
Major development (2) - residential proposals of 10 – 49 dwellings or involving a site area of 1 - 2 ha; commercial proposals involving between 1000 and 4999 sqm of floor space or a site area of 1 -2 ha		£2000 *	£175 per hour (rounded up to 15 mins)
		<b>Meeting either during site visit or in offices + written response</b>	
Minor developments (6-9 dwellings, 500-999 sqm floor space or development on sites 0.5 to 0.99 ha)	£850	£1000	£60 per hour (rounded up to 15 mins)
Minor developments (2-5 dwellings up to 499 sqm floor space or development on sites up to 0.49h)	£600	£750	£60 per hour (rounded up to 15 mins)
Minor developments (1 dwelling)	£350	£500	£60 per hour (rounded up to 15 mins)
Listed building advice (including householders)	£450*	£600	£60 per hour (rounded up to 15 mins)
Agricultural buildings (excluding dwellings) – any floor space	£120 written advice only – no site visit		
Revisions to permitted schemes	Charges as above		
100% affordable housing schemes (if applicant is Registered Social Landlord)	50% discount to whichever of the above applies		

<b>Pre Application Advice</b>	<b>Charges from 1 April 2021</b>		
<b>Development Type</b>	<b>Written advice only + site visit</b>	<b>Meeting + written advice + site visit</b>	<b>Follow up requests for further written advice</b>
Solicitors, developers, professional agents – replies to written requests for information (not searches)	Minimum charge £50 then any work taking longer than 1 hour charged at £50 per hour (rounded up to 15 mins)		
Telecommunications	£350	Not available	Not available
Landscape advice	£175 per hour (rounded up to 15 mins) – an estimated time will be agreed in advance. Reviewing and commenting on Draft LVIAs - £2,000 including a Site Visit. £1,200 if only carried out as a desktop exercise.		
Householder and Tree advice (and adverts)	Standing advice on website only – no officer advice given		
Lawful Development Certificates	Applicant must seek independent professional advice – no officer advice given		

**Note - \* Denotes charges where charges are subject to VAT. Figures shown are inclusive of VAT**



## A Guide to the Fees for Planning Applications in England

**These fees apply from 17 January 2018 onwards.**

This document is based upon '*The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012*' (as amended)

The fee should be paid at the time the application is submitted. If you are unsure of the fee applicable, please [contact your Local Planning Authority](#).

<b>Outline Applications</b>		
£462 per 0.1 hectare for sites up to and including 2.5 hectares	Not more than 2.5 hectares	£462 per 0.1 hectare
£11,432 + £138 for each 0.1 in excess of 2.5 hectares to a maximum of £150,000	More than 2.5 hectares	£11,432 + £138 per 0.1 hectare

<b>Householder Applications</b>		
Alterations/extensions to a <b>single dwellinghouse</b> , including works within boundary	Single dwellinghouse	£206

<b>Full Applications</b> (and First Submissions of Reserved Matters; or Technical Details Consent)		
Alterations/extensions to <b>two or more dwellinghouses</b> , including works within boundaries	Two or more dwellinghouses (or two or more flats)	£407
<b>New dwellinghouses</b> (up to and including 50)	New dwellinghouses (not more than 50)	£462 per dwellinghouse
<b>New dwellinghouses</b> (for more than 50) £22,859 + £138 per additional dwellinghouse in excess of 50 up to a maximum fee of £300,000	New dwellinghouses (more than 50)	£22,859 + £138 per additional dwellinghouse

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<b>Full Applications</b> (and First Submissions of Reserved Matters; or Technical Details Consent) continued...		
<b>Erection of buildings</b> (not dwellinghouses, agricultural, glasshouses, plant nor machinery):		
Gross floor space to be created by the development	No increase in gross floor space or no more than 40 sq m	£234
Gross floor space to be created by the development	More than 40 sq m but no more than 75 sq m	£462
Gross floor space to be created by the development	More than 75 sq m but no more than 3,750 sq m	£462 for each 75sq m or part thereof
Gross floor space to be created by the development	More than 3,750 sq m	£22,859 + £138 for each additional 75 sq m in excess of 3,750 sq m to a maximum of £300,000
<b>The erection of buildings</b> (on land used for agriculture for agricultural purposes)		
Gross floor space to be created by the development	Not more than 465 sq m	£96
Gross floor space to be created by the development	More than 465 sq m but not more than 540 sq m	£462
Gross floor space to be created by the development	More than 540 sq m but not more than 4,215 sq m	£462 for first 540 sq m + £462 for each 75 sq m (or part thereof) in excess of 540 sq m
Gross floor space to be created by the development	More than 4,215 sq m	£22,859 + £138 for each 75 sq m (or part thereof) in excess of 4,215 sq m up to a maximum of £300,000

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<b>Full Applications</b> (and First Submissions of Reserved Matters; or Technical Details Consent) continued...		
<b>Erection of glasshouses</b> (on land used for the purposes of agriculture)		
Gross floor space to be created by the development	Not more than 465 sq m	£96
Gross floor space to be created by the development	More than 465 sq m	£2,580
<b>Erection/alterations/replacement of plant and machinery</b>		
Site area	Not more than 5 hectares	£462 for each 0.1 hectare (or part thereof)
Site area	More than 5 hectares	£22,859 + additional £138 for each 0.1 hectare (or part thereof) in excess of 5 hectares to a maximum of £300,000

<b>Applications other than Building Works</b>		
<b>Car parks, service roads or other accesses</b>	For existing uses	£234
<b>Waste</b> (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)		
Site area	Not more than 15 hectares	£234 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£34,934 + £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000

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<b>Applications other than Building Works continued...</b>		
<b>Operations connected with exploratory drilling for oil or natural gas</b>		
Site area	Not more than 7.5 hectares	£508 for each 0.1 hectare (or part thereof)
Site area	More than 7.5 hectares	£38,070 + additional £151 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares up to a maximum of £300,000
<b>Operations (other than exploratory drilling) for the winning and working of oil or natural gas</b>		
Site area	Not more than 15 hectares	£257 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£38,520 + additional £151 for each 0.1 in excess of 15 hectare up to a maximum of £78,000
<b>Other operations (winning and working of minerals) excluding oil and natural gas</b>		
Site area	Not more than 15 hectares	£234 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£34,934 + additional £138 for each 0.1 in excess of 15 hectare up to a maximum of £78,000
<b>Other operations (not coming within any of the above categories)</b>		
Site area	Any site area	£234 for each 0.1 hectare (or part thereof) up to a maximum of £2,028

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<b>Lawful Development Certificate</b>	
Existing use or operation	Same as Full
Existing use or operation - lawful not to comply with any condition or limitation	£234
Proposed use or operation	Half the normal planning fee.

<b>Prior Approval</b>	
Agricultural and Forestry buildings & operations or demolition of buildings	£96
Communications (previously referred to as 'Telecommunications Code Systems Operators')	£462
Proposed Change of Use to State Funded School or Registered Nursery	£96
Proposed Change of Use of Agricultural Building to a State-Funded School or Registered Nursery	£96
Proposed Change of Use of Agricultural Building to a flexible use within Shops, Financial and Professional services, Restaurants and Cafes, Business, Storage or Distribution, Hotels, or Assembly or Leisure	£96
Proposed Change of Use of a building from Office (Use Class B1) Use to a use falling within Use Class C3 (Dwellinghouse)	£96
Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), where there are no Associated Building Operations	£96
Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), and Associated Building Operations	£206
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), where there are <u>no</u> Associated Building Operations	£96
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), and Associated Building Operations	£206

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<b>Prior Approval</b> continued...	
Notification for Prior Approval for a Change Of Use from Storage or Distribution Buildings (Class B8) and any land within its curtilage to Dwellinghouses (Class C3)	£96
Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3)	£96
Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3), and Associated Building Operations	£206
Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafés (Class A3)	£96
Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafés (Class A3), and Associated Building Operations	£206
Notification for Prior Approval for a Change of Use from Shops (Class A1) and Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops (Sui Generis Uses) to Assembly and Leisure Uses (Class D2)	£96
Notification for Prior Approval for a Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	£96
Notification for Prior Approval for the Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use	£96
Notification for Prior Approval for the Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	£96

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<b>Reserved Matters</b>	
Application for approval of reserved matters following outline approval	Full fee due or if full fee already paid then £462 due

<b>Approval/Variation/discharge of condition</b>	
Application for removal or variation of a condition following grant of planning permission	£234
Request for confirmation that one or more planning conditions have been complied with	£34 per request for Householder otherwise £116 per request

<b>Change of Use</b> of a building to use as one or more separate dwellinghouses, or other cases		
Number of dwellinghouses	Not more than 50 dwellinghouses	£462 for each
Number of dwellinghouses	More than 50 dwellinghouses	£22,859 + £138 for each in excess of 50 up to a maximum of £300,000
<b>Other Changes of Use</b> of a building or land		£462

<b>Advertising</b>	
Relating to the business on the premises	£132
Advance signs which are not situated on or visible from the site, directing the public to a business	£132
Other advertisements	£462

<b>Application for a Non-material Amendment Following a Grant of Planning Permission</b>	
Applications in respect of householder developments	£34
Applications in respect of other developments	£234

<b>Application for Permission in Principle</b> (valid from 1 June 2018)	
Site area	£402 for each 0.1 hectare (or part thereof)

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<b>Concessions</b>
<b>Exemptions from payment</b>
For alterations, extensions, etc. to a dwellinghouse for the benefit of a registered disabled person
An application solely for the carrying out of the operations for the purpose of providing a means of access for disabled persons to or within a building or premises to which members of the public are admitted
Listed Building Consent
Planning permission for relevant demolition in a Conservation Area
Works to Trees covered by a Tree Preservation Order or in a Conservation Area Hedgerow Removal
If the application is the first revision of an application for development of the same character or description on the same site by the same applicant: <ul style="list-style-type: none"> <li>• For a withdrawn application: Within 12 months of the date when the application was received</li> <li>• For a determined application: Within 12 months of the date the application was granted, refused or an appeal dismissed</li> <li>• For an application where an appeal was made on the grounds of non-determination: Within 12 months of the period when the giving of notice of a decision on the earlier valid application expired</li> </ul>
If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same development would be exempt from the need to pay a planning fee under any other planning fee regulation
If the application is for consent to display an advertisement following either a withdrawal of an earlier application (before notice of decision was issued) or where the application is made following refusal of consent for display of an advertisement, and where the application is made by or on behalf of the same person
If the application is for consent to display an advertisement which results from a direction under Regulation 7 of the 2007 Regulations, dis-applying deemed consent under Regulation 6 to the advertisement in question
If the application is for alternative proposals for the same site by the same applicant, in order to benefit from the permitted development right in Schedule 2 Part 3 Class V of the Town and Country Planning (General Permitted Development) Order 2015 (as amended)
If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for relevant demolition in a Conservation Area
If the application is for a Certificate of Lawfulness of Proposed Works to a listed building
Prior Approval for a Proposed Larger Home Extension

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<b>Concessions continued...</b>
<b>Reductions to payments</b>
If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving buildings then the fee is £462
If the application is being made on behalf of a parish or community council then the fee is 50%
If the application is an alternative proposal being submitted on the same site by the same applicant on the same day, where this application is of lesser cost then the fee is 50%
In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £462
If the application is for a Lawful Development Certificate for a Proposed use or development, then the fee is 50%
If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for the highest fee plus half sum of the others
Where an application crosses one or more local or district planning authorities, the Planning Portal fee calculator will only calculate a cross boundary application fee as 150% of the fee that would have been payable if there had only been one application to a single authority covering the entire site.
If the fee for this divided site is smaller when the sum of the fees payable for each part of the site are calculated separately, you will need to contact the lead local authority to discuss the fee for this divided site.
The fee should go to the authority that contains the larger part of the application site.

**ENDS**

**2020/21 Charges onwards (subject to the 2019 DEFRA charging scheme for Local Authorities)**  
**LAPPC (Part B) Charges**

Type of charge	Type of process	fee
Application Fee	Standard process (includes solvent emission activities)	£1650
	Additional fee for operating without a permit	£1188
	PVRI, and Dry Cleaners	£155
	PVR I & II combined	£257
	VRs and other Reduced Fee Activities	£362
	Reduced fee activities: Additional fee for operating without a permit	£71
	Mobile plant**	£1650
	for the third to seventh applications	£985
	for the eighth and subsequent applications	£498
	<i>Where an application for any of the above is for a combined Part B and waste application, add an extra £310 to the above amounts</i>	£808
Annual subsistence charge	Standard process Low	£772 (+£104)*
	Standard process Medium	£1161 (+£156)*
	Standard process High	£1747 (+£207)
	PVRI, and Dry Cleaners L/M/H	£79/£158/£237
	PVR I & II combined L/M/H	£113/£226/£341
	VRs and other Reduced Fees	£228/£365/£548
	Mobile plant, for first and second permits L/M/H**	£626/£1034/£1551
	for the third to seventh permits L/M/H	£385/£617/£924
	eighth and subsequent permits L/M/H	£198/£316/£473
	Late payment Fee	£52
	<i>* the additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation</i>	
	<i>Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £104 to the above amounts</i>	
Transfer and Surrender	Standard process transfer	£169
	Standard process partial transfer	£497
	New operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15(2) of charging scheme)	£78
	Surrender: all Part B activities	£0
	Reduced fee activities: transfer	£0
	Reduced fee activities: partial transfer	£47
Temporary transfer for mobile plant	First transfer	£53

	Repeat following enforcement or warning	£53
Substantial change	Standard process	£1050
	Standard process where the substantial change results in a new PPC activity	£1650
	Reduced fee activities	£102

\*\* Not using simplified permits

## LAPPC (Part B) mobile plant charges (Not using simplified permits)

Number of permits	Application fee	Subsistence fee		
		Low	Medium	High
1	£1650	£646	£1034	£1506
2	£1650	£646	£1034	£1506
3	£985	£385	£617	£924
4	£985	£385	£617	£924
5	£985	£385	£617	£924
6	£985	£385	£617	£924
7	£985	£385	£617	£924
8 and over	£498	£198	£316	£473

## LA-IPPC (Part A2) charges

NB – every subsistence charge in the table below includes the additional £104 charge to cover LA costs in dealing with reporting under the E-PRTR Regulation.

Type of charge	Local Authority element
Application	£3363
Additional fee for operating without a permit	£1188
Annual Subsistence LOW	£1447
Annual Subsistence MEDIUM	£1611
Annual Subsistence HIGH	£2334
Late payment fee	£52
Variation	£1368
Substantial Variation (where 9 (2) (a) or 9 (2) (b) of the scheme applies)	£3363
Transfer	£235
Partial transfer	£698
Surrender	£698

## Licensing Act 2003

### **Licensing Act 2003 Fee Structure**

Following extensive consultation with local authorities, industry, clubs and other stakeholders about licence fees, the Department for Culture Media and Sport has announced the fees package.

Fees will recover the licensing authorities' costs of administrating, inspecting and enforcing the new regime.

There were two key findings from the consultation that needed to be addressed:

- first that the overall level of premises fees – the main generator of income for Licensing Authorities - was pitched at too low a level to enable the full costs recovery for administration and enforcement in the new regime; and
- second, that the control of premises selling alcohol would in general give rise to higher costs than other premises, particularly during transition, particularly where these were situated in town and city centres.

These findings are reflected in the revised package, main elements of which include:

- A £100-£635 one-off payment for a new licence – a rise on the previous proposal of £80-£500.
- £70-£350 for an annual fee – up from £40-£225.
- The largest town and city centre pubs paying two to three times as much for their initial application fee and annual charge.
- £37 for a personal licence
- £21 for a temporary event notice.

Subject to Parliamentary scrutiny, the new fee structure will have effect from 7 February 2005 – the beginning of the Act's transitional period, when applications for conversions to new licences can be made.

#### **Premises Fees:**

The premises fees are determined according to the rateable value of the premises, and in the case of bands D and E, whether or not their primary business is the selling of alcohol.

1. Premises and club application and annual fees – each premises that is licensable will be allocated to a fee band according to rateable value

<b>Band</b>	A	B	C	D	E
<b>Rateable Value</b>	No rateable value to £4,300	£4,301 to £33,000	£33,001 to £87,000	£87,001 to £125,000	£125,000 and above

2. Each band attracts a different level of application fee – payable during transition.

<b>Band</b>	A	B	C	D	E
<b>Fee</b>	£100	£190	£315	£450	£635

3. Premises applying to vary conditions in relation to the sale of alcohol during transition will be charged a supplementary fee, according to their fee band

<b>BAND</b>	A	B	C	D	E
<b>FEE</b>	£20	£60	£80	£100	£120

Each band attracts a different level of annual fee – payable one year after the grant of the licence.

<b>BAND</b>	A	B	C	D	E
<b>FEE</b>	£70	£180	£295	£320	£350

<b>Rateable value bands</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
Main Application Fee	100	190	315	450	635
Main Annual Charge	70	180	295	320	350

A multiplier applied to premises in bands D and E where they are exclusively or primarily in the business of selling alcohol (mainly large town and city centre pubs).

<b>Band</b>	<b>D (x 2)</b>	<b>E (x 3)</b>
City / town centre pub application Fee	900	1905
City / town centre pub annual charge	640	1050

**Payment to vary conditions (relates to alcohol only) during transition:**

<b>Rateable value bands</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
Variation Fee	20	60	80	100	120

**Personal Licences, Temporary Events and Other Fees**

6. The Licensing Authorities will also be able to charge other fees in relation to their duties, most notably for temporary events and personal licences

Application for a grant or renewal of personal licence	£37
Temporary event notice	£21
Theft, loss, etc. of premises licence or summary	£10.50
Application for a provisional statement where premises being built, etc.	£315
Notification of change of name or address	£10.50
Application to vary licence to specify individual as premises supervisor	£23
Application for transfer of premises licence	£23
Interim authority notice following death etc. of licence holder	£23
Theft, loss etc. of certificate or summary	£10.50
Notification of change of name or alteration of rules of club	£10.50
Change of relevant registered address of club	£10.50

Theft, loss etc. of temporary event notice	£10.50
Theft, loss etc. of personal licence	£10.50
Duty to notify change of name or address	£10.50
Right of freeholder etc. to be notified of licensing matters	£21
Application to vary premises licence at community premises to include alternative licence condition	£23
Application for minor variation	£89