

Type of Fee/ Charge	Fee/Charge set by	Fee/Charge 2022/23	Proposed Fee/Charge 2023/24	Policy when setting the fee/charge
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Peach indicates statutory fee

Grey colour indicates updates
for 2023/24 not provided by
services

Fees and Charges - Physical Activity Programmes 2023-2024 - Communications & Communities

Active & Healthy 4 Life Fees				
i. Initial assessment	Discretionary H&W PFH	4x £20 payments by a direct debit paid to the sports centre	4x £20 payments by a direct debit paid to the sports centre	Discretionary
ii. Gym sessions (one hour each x 24)	Discretionary H&W PFH			Discretionary
iii. Final assessment	Discretionary H&W PFH			Discretionary
Healthy You Fees				
i. 1hour session	Discretionary H&W PFH	Minimum of first 4 sessions free of charge. Thereafter session fees may vary according to activity.	Minimum of first 4 sessions free of charge. Thereafter session fees may vary according to activity.	Discretionary
Sports Camps				
i. One day attendance	Discretionary H&W PFH	£25.00	£25.00	Discretionary
ii. Two or more days attendance (per day)	Discretionary H&W PFH	£22.00	£22.00	Discretionary
iii. Two or more siblings attendance on one or more days (per day)	Discretionary H&W PFH	£22.00	£22.00	Discretionary

Minimum Energy Efficiency Standards- Financial Penalties			Penalty amounts taken from the MEES policy which are calculated through consideration of factors which affect harm and culpability.
New fees in 2023-24			
Breach of less than 3 months (Max penalty £2,000)			
High harm, high culpability		£2,000.00	
High harm, low culpability		£1,000.00	
Low harm, high culpability		£1,000.00	
Low harm, low culpability		£500.00	
Breach of more than 3 months (Max penalty £4,000)			
High harm, high culpability		£4,000.00	
High harm, low culpability		£2,000.00	
Low harm, high culpability		£2,000.00	
Low harm, low culpability		£1,000.00	
Providing false or misleading information (Max penalty £1,000)			
High harm, high culpability		£1,000.00	
High harm, low culpability		£500.00	
Low harm, high culpability		£500.00	
Low harm, low culpability		£250.00	
Failure to comply with a Compliance Notice (Max penalty £2,000)			
High harm, high culpability		£2,000.00	
High harm, low culpability		£1,000.00	
Low harm, high culpability		£1,000.00	
Low harm, low culpability		£500.00	

2023-2024 Administration Charges Leasehold Housing*

Charge Description	Charge Basis	2022/23 (£)	Proposed Charges 2023/24 (£)	Policy when setting the fee/charge
Solicitors' pre-sale enquiries (Standard sales pack)		£150	£150	Discretionary
Copy of lease/ document provision		£30	£30	Discretionary
Remortgage Enquiry/Copy of Insurance schedule		£30	£30	Discretionary
Notice of Assignment/Notice of Charge/Notice of Transfer		£100	£100	Discretionary
Deed of Variations – Administration		£50	£50	Discretionary
Plus SCDC Solicitor fees and own solicitor fees		£550+	£550+	Discretionary
Home Improvement Application & Administration				
Standard consent letter		£30	£30	Discretionary
Approvals requiring investigation and a surveyors visit		£125	£125	Discretionary
Retrospective consent for improvements		As above + £25.00	As above + £25.00	Discretionary
Registering sub-let details		£50	£50	Discretionary
Advice Interview for prospective purchasers		£50	£50	Discretionary

***Also reported as part of HRA business plan**

2023-24 Traveller site charges
2023-2024 Administration Charges Leasehold Housing*

Charge Description	Charge Basis	2022/23 (£)	Proposed Charges 2023/24 (£)	Policy when setting the fee/charge	
Plot rental on Council managed sites		£78.50 / week		Plot rental fee will rise in line with HRA rent increase (to be confirmed)	We're proposing to increase Traveller Site plot rental by the same amount as social housing rents – that is based on September CPI (not yet published) but is likely to be capped this year. We may have the figure by the time this report goes to Cabinet.

2023-24 Bed & Breakfast charges

Contribution to B&B costs for homeless applicants not claiming Housing Benefit		£60.00 / night	£60.00 / night	Discretionary

Service is looking to introduce from October by charging a set fee.

2023-24 Community Alarm Service

Charge Description	Charge Basis	2022/23 (£)	Proposed Charges 2023/24 (£)	Increase (%)
Community Alarm Service				
Council Supplied Alarm	Weekly	4.47	4.75	6%
Mobile Alarm Solution	Weekly	5.47	5.47	0%
Replacement Pendant Charge	One-Off	50	50	0%
SIM Card for Digital Units	One-Off	0	up to £60	0%

Considerate Contractor Scheme

Proposed Charges – to be implemented from 31 January 2023

Annual subscription based on turnover, and charge for every additional scheme

COMPANY TURNOVER	Fee/charge set by Legislation	SUBSCRIPTION CHARGE (excludes VAT) for 1 scheme	ADDITIONAL CHARGE PER SCHEME OVER 2 (excludes VAT)*
Less than £500,000	Discretionary	£450.00	£50.00
£500,000 to £1,000,000		£695.00	£100.00
£1 million to £50 million		£895.00	£100.00
Over £50 million		£1,095.00	£150.00

This is based on the amount of works undertaken by the Construction Monitoring Officer and economies of scale.

It is also noted that these charges have not been reviewed for 3 years.

2023-24 Land Charges fees and charges

Type of Search	Includes VAT	Fee 2022/23	Proposed Fee 2023/24	Council policy when setting the fee/charge
LLC1 Official Search in respect of one parcel of land		£39.00	£39.00	Discretionary
Residential Search				
CON29R	X	£137.00	£137.00	Discretionary
LLC1 and CON29R (Full Residential Search)	X	£176.00	£176.00	Discretionary
Additional Parcels of Land	X	£17.00	£17.00	Discretionary
Additional Parcels of Land LLC1		£0.70	£0.70	Discretionary
Commercial Search				
CON29R	X	£241.00	£241.00	Discretionary
LLC1 and CON29R (Full Commercial Search)	X	£280.00	£280.00	Discretionary
Additional Parcels of Land	X	£28.00	£28.00	Discretionary
Additional Parcels of Land LLC1		£0.70	£0.70	Discretionary
Additions				
Additional Enquiries	X	£23.15	£23.15	Discretionary
Historic File Request		£45 per address	£45 per address	New fee to be introduced
Invalid planning applications		10% of application fee for closed or withdrawn applications	10% of application fee for closed or withdrawn applications	New fee to be introduced

Hard copy planning applications handling fee		- Major applications £100 per application - General and other applications £50 per application	- Major applications £100 per application - General and other applications £50 per application	New fee to be introduced
Con29 Optional enquiry questions:				
Type of Search	Includes VAT	Fee 2022/23	Proposed Fee 2023/24	Council policy when setting the fee/charge
Q4 Road Proposals	X	£15.00	£15.00	Discretionary
Q5 Advertisements	X	£15.00	£15.00	Discretionary
Q6 Completion Notices	X	£15.00	£15.00	Discretionary
Q7 Parks and Countryside	X	£15.00	£15.00	Discretionary
Q8 Pipelines	X	£0.00	£0.00	Discretionary
Q9 Houses In Multiple Occupation	X	£15.00	£15.00	Discretionary
Q10 Noise Abatement	X	£15.00	£15.00	Discretionary
Q11 Urban Development Areas	X	£15.00	£15.00	Discretionary
Q12 Enterprise Zones	X	£15.00	£15.00	Discretionary
Q13 Inner Urban Improvement Areas	X	£15.00	£15.00	Discretionary
Q14 Simplified Planning Zones	X	£15.00	£15.00	Discretionary
Q15 Land Maintenance Notices	X	£15.00	£15.00	Discretionary
Q16 Mineral Consultation and Safeguarding Areas	X	£10.38	£10.38	*Provisional. To be set by County Council and updated in February
Q17 Hazardous Substance Consents	X	£15.00	£15.00	Discretionary
Q18 Environmental and Pollution Notices	X	£15.00	£15.00	Discretionary
Q19 Food Safety Notices	X	£15.00	£15.00	Discretionary
Q20 Hedgerow Notices	X	£15.00	£15.00	Discretionary
Q21 Flood Defence and Land Drainage Consents	X	£10.38	£10.38	*Provisional. To be set by County Council and updated in February
Q22 Common Land and Town or Village	X	£19.98	£19.98	*Provisional. To be set by County Council and updated in February

Discretionary services (including Pre-application work and Planning and Performance Agreements (PPAs)) will be charged for on a case by case basis. This charge will be based on full recovery of the cost of delivering the agreed work. Officer time will be charged at the following rates:

		£/Hour	
		2022/23	2023/24
Grade	Discretionary		
Executive Director		262	275
Grade 10 Assistant Director		194	204
Grade 9		151	159
Grade 8		129	135
Grade 7		113	119
Grade 6		86	90
Grade 5		77	81
Grade 4		71	75
Grade 3		65	68
Grade 2		60	63

Note

Agency hourly rates charged at agency rates plus £28/hour overhead (£27/hour 2022-23)

2023-24 H&ES Fees and Charges

1. Environmental Protection Act 1990 / Pollution Prevention Control Act 1999 / PPC Regulations 2000				
Standard process (includes solvent emission activities)	Statutory fee set by DEFRA	£1,650.00		We will adopt the Statutory Fee set by Central Government for 2022/23 this fee has not been set yet.
Additional fee for operating without a permit		£1,188.00		
PVRI, and Dry Cleaners		£155.00		
PVR I & II combined		£257.00		
VRs and other Reduced Fee Activities		£362.00		
Reduced fee activities: Additional fee for operating without a permit		£99.00		
Mobile plant**		£1,650.00		
for the third to seventh applications		£985.00		
for the eighth and subsequent applications		£498.00		
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		£808.00		

Annual subsistence charge			
Standard process Low		£772 (+£104)*	
Standard process Medium		£1,161 (+£156)*	
Standard process High		£1,747 (+£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**		£646/£1034/£1,506	
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		£52.00	

* The additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation.

Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £103 to the above amounts

Transfer and Surrender				
i. Standard process transfer	Statutory: DEFRA	£169.00		We will adopt the Statutory Fee set by Central Government for 2022/23 this fee has not been set yet.
ii. Partial transfer		£497.00		
iii. New Operator at Low Risk Reduced Fee Activity		£78.00		
iv. Surrender: all Part B activities		£0.00		
v. Reduced fee activities:		£0.00		
· Transfers – Service Stations, Waste Oil Burners <0.4MW and Dry Cleaners		£0.00		
Partial transfer		£47.00		
Temporary Transfer for Mobiles				
i. First Transfer	Statutory: DEFRA	£53.00		We will adopt the Statutory Fee set by Central Government for 2022/23 this fee has not been set yet.
ii.Repeat Following Enforcement or Warning		£53.00		
Substantial Change s10 & s11				
i.	Statutory: DEFRA			We will adopt the Statutory Fee set by Central Government for 2022/23 this fee has not been set yet.
ii.Standard process		£1,050.00		
iii.		£1,650.00		
iv.Standard process where the substantial change results in a new PPC activity		£102.00		
v.Reduced fee activities				
Reduced fee activities are; Service Stations, Vehicle Refinishers, Dry Cleaners and Small Waste Oil Burners under 0.4MW				

LAPPC Mobile Plant Charges (if not subject to simplified Permits)				
i. Application Fee – No. of Permits	Statutory: DEFRA		We will adopt the Statutory Fee set by Central Government for 2022/23 this fee has not been set yet.	
1		£1,650.00		
2		£1,650.00		
3		£985.00		
4		£985.00		
5		£985.00		
6		£985.00		
7		£985.00		
8 and over		£498.00		
ii. Subsistence Fee – No. of Permits		(Low/Med/High)		
1		£646/1034/1506		
2		£646/1034/1506		
3		£385/617/924		
4		£385/617/924		
5		£385/617/924		
6		£385/617/924		
7		£385/617/924		
8 and over		£198/316/473		
LA-IPPC Charges (Part A2)				
i. Application	Statutory: DEFRA	£3,363.00	Fee set by DEFRA Every subsistence charge includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation	
ii. Additional Fee for Operating without a Permit		£1,188.00		
iii. Annual Subsistence – Low		£1,447.00		
iv. Annual Subsistence – Med		£1,611.00		
v. Annual Subsistence – High		£2,334.00		
vi. Substantial Variation substantial variation (where 9 (2) (a) or 9 (2)(B) of the scheme applies)		£3,363.00		
vii. Transfer		£235.00		
viii. Partial Transfer		£698.00		
ix. Surrender		£698.00		
Late Payment fee (new)		£52.00		

Newspaper Advertisements				Fee set by DEFRA
Newspaper adverts may be required under EPR at the discretion of the LA as part of the consultation process when considering an application (see Chapter 9 of the General Guidance Manual). This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to				
				Every subsistence charge includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation

2. Licences				
Scrap Metal dealers licence				Legislation governed by Scrap Metal Dealers Act 2013. Fee currently covers cost of administrating the service
Collector licence	Discretionary	£200.00	£210.00	
Site licence		£248.00	£260.00	
Sex Shop Establishment				Fees to be consistent with neighbouring authorities and ensure recovery of costs.
i. Initial application	Discretionary	£3,900.00	£4,100.00	
ii. Renewal		£708.00	£740.00	
Acupuncture, Ear Piercing, Tattooing & Electrolysis				To facilitate the identification of bona fide skin piercing businesses registration fees to be kept at cost
Business registration	Discretionary	£150.00	£160.00	
Personal Registration		£150.00	£160.00	
Mobile unit		£150.00	£160.00	
Mesotherapy & Dermal Fillers		£150.00	£160.00	
Houses in Multiple Occupation meeting the legal definitions				Appropriate fee commensurate with costs of admin and inspections
New Application	Legal formula	£780 up to 5 bedrooms + £31.50 per additional bedroom	£820 up to 5 bedrooms + £33.00 per additional bedroom	
Renewal		£470 for up to 5 bedroom and £20 per additional bedroom	£495 for up to 5 bedroom and £21 per additional bedroom	
Immigration Inspection		£140.00	£147.00	

Caravan Sites = Mobile Homes Act 2013				Fees set at cost recovery of administering the service
Site licence application fee				
1-5 units		£544.00	£571.00	
6-24 units		£630.00	£662.00	
25-99 units		£689.00	£723.00	
100-149 units		£848.00	£890.00	
150+ units		£930.00	£977.00	
Annual site licence fee				
1-5 units				
High Risk - 100% of cost	Discretionary	£310.00	£326.00	
Medium Risk - 50% of cost		£155.00	£163.00	
Low Risk - 33% of cost		£102.00	£107.00	
6-24 units				
High Risk - 100% of cost	Discretionary	£383.00	£402.00	
Medium Risk - 50% of cost		£192.00	£202.00	
Low Risk - 33% of cost		£126.00	£132.00	
25-99 units				
High Risk - 100% of cost	Discretionary	£529.00	£555.00	
Medium Risk - 50% of cost		£265.00	£278.00	
Low Risk - 33% of cost		£175.00	£184.00	
100-149 units				
High Risk - 100% of cost	Discretionary	£696.00	£731.00	
Medium Risk - 50% of cost		£348.00	£365.00	
Low Risk - 33% of cost		£230.00	£242.00	
150+ units				
High Risk - 100% of cost	Discretionary	£892.00	£937.00	
Medium Risk - 50% of cost		£446.00	£468.00	
Low Risk - 33% of cost		£294.00	£309.00	
Other fees				
Licence Variation	Discretionary	£171.00	£180.00	
Licence Transfer		£171.00	£180.00	
Deposit of Site Rules		£85.00	£89.00	
Compliance Notice charge		£291.00	£306.00	
Fit and Proper Person Assessment fees				
Application Fee	Discretionary	£253.00	£266.00	
Additional Persons		£85.00	£89.00	
Animal Welfare Licence				
Animals Boarding				
Up to 20 animals				
Application Fee -new	Discretionary	£317.00	£333.00	
Application Fee - renewal		£217.00	£228.00	
Maintenance Fee:				
1 Year		£250.00	£263.00	
2 Year		£300.00	£315.00	

To encourage the start-up of small businesses and ensure that health & safety and animal welfare visits are made and			
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3 Year		£350.00	£368.00	appropriate advice given to proprietors. Charges are to cover the cost of Officers' time, administration on-costs all new Dog breeding establishment are subject to inspection, all others are risk based
Copy of licence, change of details not requiring an inspection		£11.00		
20+ animals				
Application Fee -new		£417.00	£438.00	
Application Fee - renewal		£317.00	£333.00	
Maintenance Fee:				To encourage the start-up of small businesses and ensure that health & safety and animal welfare visits are made and appropriate advice given to proprietors. Charges are to cover the cost of Officers' time, administration on-costs all new Dog breeding establishment
1 Year	Discretionary	£250.00	£158.00	
2 Year		£300.00	£210.00	
3 Year		£350.00	£263.00	
•Dog Breeding				
Up to 3 Bitches				
Application Fee -new		£267.00	£280.00	
Application Fee - renewal		£182.00	£191.00	
Maintenance Fee:				
1 Year	Discretionary	£150.00	£158.00	
2 Year		£200.00	£210.00	
3 Year		£250.00	£263.00	

4 - 10 Bitches			
Application Fee -new		£367.00	£385.00
Application Fee - renewal	Discretionary	£282.00	£296.00
Maintenance Fee:			
1 Year		£250.00	£263.00
2 Year		£300.00	£315.00
3 Year		£350.00	£368.00
10+ Bitches			
Application Fee -new		£467.00	£490.00
Application Fee - renewal	Discretionary	£382.00	£401.00
Maintenance Fee:			
1 Year		£300.00	£315.00
2 Year		£350.00	£368.00
3 Year		£400.00	£420.00
•Hiring of Horses			
Up to 5 Horses			
Application Fee -new		£367.00	£385.00
Application Fee - renewal	Discretionary	£282.00	£296.00
Maintenance Fee:			
1 Year		£150.00	£158.00
2 Year		£200.00	£210.00
3 Year		£250.00	£263.00
5+ Horses			
Application Fee -new		£467.00	£490.00
Application Fee - renewal	Discretionary	£382.00	£401.00
Maintenance Fee:			
1 Year		£250.00	£263.00
2 Year		£300.00	£315.00
3 Year		£350.00	£368.00
•Selling animals as pets			
Application Fee -new		£267.00	£280.00
Application Fee - renewal	Discretionary	£182.00	£191.00
Maintenance Fee:			
1 Year		£150.00	£158.00
2 Year		£200.00	£210.00
3 Year		£250.00	£263.00
•Exhibiting animals			
Application Fee -new		£367.00	£385.00
Application Fee - renewal	Discretionary	£282.00	£296.00
Maintenance Fee:			
3 Year		£250.00	£263.00

To encourage the start-up of small businesses and ensure that health & safety and animal welfare visits are made and appropriate advice given to proprietors. Charges are to cover the cost of Officers' time, administration on-costs all new Dog breeding establishment are subject to inspection, all others are risk based

Dangerous Wild Animals	Discretionary	£367.00	£385.00	To recover costs of inspection Officer's time with administrative on-costs veterinary costs borne by applicant where required
Zoos (6 year licence)	Discretionary	Actual costs involved	Actual costs involved	To cover the cost of providing the service with acknowledgement of the demands of animal welfare and public safety. Actual Officer costs (including vet & other officials' fees) for year together with any other charges incurred in the admin of zoo licensing
Street Trading				Simplified fee structure to recover costs of administering, monitoring & inspecting street trading provisions
i. Mobile Traders in villages up to 2 nights a week	Discretionary	£258.00	PLEASE SEE SCHEDULE BELOW	
ii. Over 2 nights a week		£483.00		
Layby traders	Discretionary	£844.00		Simplified fee structure to recover costs of administering, monitoring & inspecting provisions

Street Trading**Annual New Consents**

1 day/night pitch per week

Up to 2 day/night pitches per week (and/or up to 2 locations per year)

Up to 3 day/night pitches per week (and/or up to 3 locations per year)

Up to 4 day/night pitches per week (and/or up to 4 locations per year)

Up to 5 day/night pitches per week (and/or up to 5 locations per year)

Over 5 day/night pitches per week (and/or over 5 locations per year)

£206 (£120 application fee/£86 maintenance fee) *

£252 (£148 application fee/£104 maintenance fee) *

£308 (£186 application fee/£122 maintenance fee) *

£354 (£214 application fee/£140 maintenance fee) *

£390 (£232 application fee/£158 maintenance fee) *

£464 (£288 application fee/£176 maintenance fee) *

* Where a trader will access and use a Council owned electricity supply, a surcharge fee will be payable to cover cost incurred.

Annual Layby Trader (New and Renewal)**

£823 (£148 application fee/£675 maintenance fee)

Vary Consent

£46 (plus pro-rata of additional fees if increasing days/locations)

Annual Renewal/Continuation Fee

(Subject to the Consent Holder meeting meet paragraph 16 of the Street Trading Policy)

1 day/night pitch per week	£155
Up to 2 day/night pitches per week (and/or up to 2 locations per year)	£173
Up to 3 day/night pitches per week (and/or up to 3 locations per year)	£191
Up to 4 day/night pitches per week (and/or up to 4 locations per year)	£209
Up to 5 day/night pitches per week (and/or up to 5 locations per year)	£227
Over 5 day/night pitches per week (and/or over 5 locations per year)	£245

Consented Premises

Standard Consent Premises Grant (per year)	£204
Standard Consent Premises Renewal/Continuation (per year)	£148
Charitable/Not for Profit Premises Grant (per year)	£74
e.g. places of worship car parks	
Charitable/Not for Profit Premises Renewal/Continuation (per year)	£58
Consented Premises Trader (per year) (Grant or Renewal)	£92

Licensing Act 2003 Statutory Fees

Application for a grant of personal licence -	£37
Application for a minor variation -	£89
Application for a provisional statement where premises being built -	£315
Application for transfer of premises licence -	£23
Application to vary licence to specify individual as premises supervisor -	£23
Removal of DPS on community premises (disapplication of DPS) -	£23
Interim authority notice following death of licence holder -	£23
Notification/duty to notify change of name or address -	£11
Notification of change of name or alteration of rules of club -	£11
Change of relevant registered address of club -	£11
Theft or loss of premises licence or certificate of summary -	£11
Theft or loss of temporary event notice -	£11
Theft, loss etc of personal licence -	£11
Right of freeholder to be notified of licensing matters -	£21
Temporary event notice (TEN) -	£21

3.HACKNEY CARRIAGE & PRIVATE HIRE VEHICLE LICENSING				
Driver's Licence				<p>the costs of the service are borne by the user.</p> <p>Vehicle application fee to include door stickers from 2018</p> <p>Legislation introduced in October 2015 requires Local Authorities to offer a fee for a Five year operator licence</p> <p>Small reduction in vehicle renewal fee reflects the streamlining and improved</p>
i.Grant	Discretionary	£237.00	£249***	***Includes a non-refundable application administrative fee of £149 (should the application not progress by the applicant the admin fee will be retained).
ii.Renewal		£129.00	£135.00	
iii.Fee for competency base test for drivers – new applicants or re-test as part of compliance		£50.00	Retest fee if failed initial tests.	
iii.Fee for safeguarding course and test for drivers – new applicants or re-test as part of compliance		Retest fee if failed initial tests.	Retest fee if failed initial tests.	
iv.Replacement badge		£12.00	£13.00	

Operator's Licence (1yr)				Recovery of the whole costs of the Hackney Carriage and Private Hire vehicle licensing system so that
Grant	Discretionary	Standard fee of £182 regardless of fleet size	£233.00	
Renewal			Standard fee of £191 regardless of fleet size	
vii.Name/address change to existing licence		£15.00	£20.00	
Operator's Licence (5yr)				
i.Single vehicle	Discretionary	Standard fee of £836 regardless of fleet size	Standard fee of £878 regardless of fleet size	
ii.Two vehicles				
iii.Three to five vehicles				
iv.Six to ten vehicles				
v.Eleven to Twenty vehicles				
vi.Twenty one vehicles and above				

Vehicle Licensing (including inspection)				Recovery of the whole costs of the Hackney Carriage and Private Hire vehicle licensing system so that	
i.Grant (plate/ door signage stickers included)	Discretionary: H&ESPFH	£156.00	£164.00		
iii.Renewal		£108.00	£113.00		
iv.Replacement plate		£23.00	£24.00		
Replacement PH Door signage (stickers x2)		£18.00	£20.00		
Small Lottery Licence				We will adopt the Statutory Fee set by Central Government for 2022/23 this fee has not been set yet.	
i.Grant	Statutory: Gambling Act 2005				
ii.Renewal					
Stray Dogs				To reflect SCDC administration, transportation and kennelling costs	
Seizure fee	Statutory: The Environmental Protection (Stray Dogs) Regulations 1992	£25.00			
Seizure with transport and/or kennelling					
Transportation/ Admin Fee	Other charges Discretionary ESPFH	£60.00	£63.00		
Kennelling Fee		£21.00	£22.00		
Veterinary Fees if applicable		Veterinary Fees if applicable	Veterinary Fees if applicable		
4. Refuse & Recycling Service					
Hazardous and Bulky Domestic Collections					
Per item, fridge/freezer/CRT monitor/TV/Microwave etc.	Discretionary	£25.00	£26.50	6.0%	
Bulky Household Waste one to three items(excluding hazardous waste items)		£31.00	£32.50	5.0%	
Per item (after three) Max 9		£5.00	£5.50		

Emptying of contaminated bin/additional empty (per bin)	Discretionary	£31.00	£32.50	4.8%
Clearance of rubbish from bin stores		By quote		
Annual 2nd green bin charge – per additional green bin (October to October)		£40.00	£45.00	
Additional garden waste capacity for flats (per 1100 litre bin)		£80.00	£84.00	5.0%
Bins				
Delivery of bin(s) for new property (up to)	Discretionary	£85.00	£90.00	5.9%
NEW Additional approved black bin - Large families etc.		£52.50	£55.00	4.8%
Delivery of a replacement black bin (damaged /stolen)		£52.50	£55.00	4.8%
Delivery of a replacement green/blue bin (damaged /stolen)		FOC	FOC	
Additional blue bin charge		FOC	£25.00	New charge
Recycling Kitchen Caddy Sacks (in packs of 50)		£4.00	£4.20	5.0%
Recycling Kitchen Caddy Sacks (in packs of 10) including delivery		n/a	n/a	

5. FOOD SAFETY				
Food Export Certificates	Discretionary	£168.00	£176.00	
Food Hygiene				
i.Pre Inspections	Discretionary	£140.00	£147.00	Propose £170 for pre and re-inspection to realign for full cost recovery
ii.Re-Inspections	Discretionary	£140.00	£147.00	
Safer Food Better Business Packs	Discretionary	£15.00	£16.00	

6. OTHER FEES AND CHARGES				
Staff involved in civil litigation	Discretionary	Varies due to specific Officer & time involved	Varies due to specific Officer & time involved	To cover staff costs
Supply of specific information from records	Statutory: The Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004	As listed in SCDC FOI Policy & Procedure April 2009	As listed in SCDC FOI Policy & Procedure April 2009	Fees vary due to nature of request (see SCDC web site FOI Fee Structure)
Provision of information – Local Land charge searches		£150.00	£150.00	Fee to remain the same having been calculated on salary of officers and efficiency saving of completing task
Officers offering chargeable advice including enforcement charges where legislation permits	Discretionary			To ensure that where services can be charged for SCDC covers as a minimum the cost of that advice or actions
Serving of improvement notices under the Housing Act 2004	Power to charge for serving improvement notices	£66.00/hr Max charge £250.00	£66.00/hr Max charge £250.00	

Removal & Disposal of Abandoned Vehicles				
i. Removal	Statutory: Refuse Disposal (Amenity) Act 1978 Removal, Storage & Disposal of Vehicle (Prescribed Sums & Charges) Regulations 1989 as amended	Subject to contractual changes Removal 120.00		We will adopt the Statutory Fee set by Central Government for 2022/23 this fee has not been set yet.
ii. Storage (per day)		Storage £20.00 per day		
iii. Disposal		Disposal £85.00		

7. FIXED PENALTY PROVISIONS					Fees below are shown as per 22-23 submission	
Offence	Fee/charge set by Legislation	Fee/Charge 2022/23		Proposed		Council policy when setting the fee/charge
		FP reduced if paid within 10 days	FP reduced if paid within 10 days	Full amount of penalty	FP reduced if paid within 10 days	Full amount is statutory Reduction is a discretionary matter
Depositing Litter	Environmental Protection Act 1990	£150	£75.00	£150	£75.00	
Littering from a vehicle	Regulation 4 LOVR	£150	£75.00	£150	£75.00	
Section 55 offences – dog related offences	Clean Neighbourhood & Env Act 2005	£75.00	£75	£75.00	£75	
Smoking ban offences (smoking in a public place & failure to display 'no smoking' signs)	Sec 9 Health Act	Smoking: £50 No 'No Smoking' sign: £200	£30 - if paid within 15 days No 'No Smoking' sign: £150	Smoking: £50 No 'No Smoking' sign: £200	£30 - if paid within 15 days No 'No Smoking' sign: £150	
Failure to Produce Waste Transfer Note	Control of Pollution (Amendment) Act 1989	£300.00	£180.00	£300.00	£180.00	
Failure to Produce Waste Carriers Licence	Environmental Protection Act 1990	£300.00	£180.00	£300.00	£180.00	
Abandoning a Motor Vehicle	Sec 2(A)1 RD(A)/ Sec 10 CNEA	£200.00	£120.00	£200.00	£120.00	
Exposing 2 or more vehicles for sale on a road	Clean Neighbourhood & Environment Act 2005	£100.00	£60.00	£100.00	£60.00	
Repairing vehicle on the road	Clean Neighbourhood & Environment Act 2005	£100.00	£60.00	£100.00	£60.00	

Breach of a Community Protection Notice	Sec 48 Anti Social Behaviour, Crime and Policing Act 2014	£100	£75	£100	£75	Full amount is statutory Reduced fee is discretionary
Breach of a Public Spaces protection Order	s.63 and/or s.67, Anti social Behaviour, Crime and Policing Act 2014	£100	£75	£100	£75	Full amount is statutory Reduced fee is discretionary
Deface any Property by painting, writing, etc. (Graffiti & fly posting)	Anti-Social Behaviour Act 2003	£150.00	£75.00	£150.00	£75.00	Not applicable Statutory fee
Painting or affixing things to a structure on the Highway	Highways Act 1980	£150.00	£75.00	£150.00	£75.00	
Failure to place waste in prescribed container (Household)	Environmental Protection Act 1990	£110.00	£75.00	£110.00	£75.00	
Failure to place waste in prescribed container (Commercial)	Environmental Protection Act 1990	£110.00	£75.00	£110.00	£75.00	
Unauthorised distribution of literature on designated land	Environmental Protection Act 1990	£150.00	£75.00	£150.00	£75.00	
Noise from dwellings	Noise Act 1996	£150.00	£75.00	£150.00	£75.00	
Noise from licensed premises	Noise Act 1996	£500.00	No reduction	£500.00	No reduction	
Fly tipping Fixed penalty charge	Environmental Protection Act 1990	£400	£300	£400	£300	

Licensing Act 2003 – Fees (Statutory)

Premises/Club Licence		Proposed Fee/Charge 2022/23	Proposed Fee/Charge 2023/24	
Band A		£100.00		We will adopt the Statutory Fee set by Central Government. For 2022/23 this fee has not been set yet.
Band B		£190.00		
Band C		£315.00		
Band D		£450.00		
D and Primary Business Alcohol Sales x 2		£900.00		
Band E		£635.00		
E and Primary Business Alcohol Sales x 3		£1, 905.00		
Annual Fee		Proposed Fee/Charge 2022/23	Proposed Fee/Charge 2023/24	
Band A		£70.00		We will adopt the Statutory Fee set by Central Government. For 2022/23 this fee has not been set yet.
Band B		£180.00		
Band C		£295.00		
Band D		£320.00		
Band E		£350.00		

Additional fees for large venues and events				
Number in Attendance at any		Proposed Fee/Charge 2022/23	Proposed Fee/Charge 2023/24	
5,000 to 9,999		£1, 000		We will adopt the Statutory Fee set by Central Government. For 2022/23 this fee has not been set yet.
10,000 to 14,999		£2, 000		
15,000 to 19,999		£4,000		
20,000 to 29,999		£8, 000		
30, 000 to 39,999		£16,000		
40, 000 to 49, 999		£24, 000		
50, 000 to 59, 999		£32, 000		
60, 000 to 69, 000		£40, 000		
70, 000 to 79,999		£48, 000		
80, 000 to 89, 999		£56, 000		
90, 000 and over		£64, 000		
Temporary Events		£21 per event		

**Schedule of Maximum Fees – Gambling Act 2005
(Council has set maximum fee permitted)**

**Fees below are
shown as per 22-
23 submission**

Classes of premises licence	Maximum non-conversion application fee in respect of provisional statement premises	Maximum annual fee	Maximum annual fee	Maximum fee for application to vary licence	Maximum fee for application for provisional statement
Regional casino premises licence	£8,000	£15,000	£15,000	£7,500	£15,000
Large casino premises licence	£5,000	£10,000	£10,000	£5,000	£10,000
Small casino premises licence	£3,000	£5,000	£5,000	£4,000	£8,000
Converted casino premises licence		£3,000	£3,000	£2,000	
Bingo premises licence	£1,200	£1,000	£1,000	£1,750	£3,500
Adult gaming centre premises licence	£1,200	£1,000	£1,000	£1,000	£2,000
Betting premises (track) licence	£950	£1,000	£1,000	£1,250	£2,500
Family entertainment centre premises licence	£950	£750	£750	£1,000	£2,000
Betting premises (other) licence	£1,200	£600	£600	£1,500	£3,000

These fees are currently set at the maximum amount

**Schedule of Abandoned Vehicles Fees – Road Traffic Act 1988
(Retention and Disposal of Seized Motor Vehicles) (Amendment) Regulations 2008**

Table 1 – Regulation 6(2)

	1	2	4	4	5
	Vehicle position and condition	Vehicle equal to or less than 3.5 tonnes MAM	Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM	Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM	Vehicle exceeding 18 tonnes MAM
1					
2	Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off road	£150	£350	£350	£350
3	Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both.	£250	Unladen–£2000 Laden–£3000	Unladen–£2000 Laden–£3000	Unladen–£3000 Laden–£4500
4	Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£200	Unladen–£1000 Laden–£1500	Unladen–£1000 Laden–£1500	Unladen–£1500 Laden–£2000
5	Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£300	Unladen–£3000 Laden–£4500	Unladen–£3000 Laden–£4500	Unladen–£4500 Laden–£6000

Table 2 – Regulation 6(3)

1	2	4	4	5
Two wheeled vehicle	Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM	Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 tonnes MAM	Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 tonnes MAM	Vehicle exceeding 18 tonnes MAM
£10	£20	£30	£30	£35