

Appendix 1: H&ES Fees and Charges 2017/18

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
1. ENVIRONMENTAL PROTECTION ACT 1990 / POLLUTION PREVENTION CONTROL ACT 1999 / PPC REGULATIONS 2000				
Application Fee				
i. Standard Process	Statutory: Department for Environment, Food & Rural Affairs (DEFRA)	£1,579.00	£1,579.00	Not applicable Statutory Fee. Where an application for any of these charges is for a combined Part B and waste application, add an extra £297 to the charge
ii. Additional fee for operating without a permit		£1,137.00	£1,137.00	
iii. Reduced fee activities				
• PVR I & II		£148.00	£148.00	
• Vehicle refinishers		£246.00	£246.00	
• Reduced fee activity		£346.00	£346.00	
• Additional fee for operating without a permit		£68.00	£68.00	
iv. Mobile screening and crushing plant		£1,579.00	£1,579.00	
• for the third to seventh applications		£943.00	£943.00	
• for the eighth and subsequent applications		£477.00	£477.00	
Annual Subsistence Charge				
i. Standard process Low	Statutory: DEFRA	£739.00 (+£99)*	£739.00 (+£99)*	* 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 £99 to the above amounts
ii. Standard process Medium		£1111.00 (+£149)*	£1111.00 (+£149)*	
iii. Standard process High		£1672.00 (+£198)*	£1672.00 (+£198)*	
iv. Reduced fee activities:				
• Reduced Fee Activities L/M/H		£76/£151/£227	£76/£151/£227	
• PVR I & II Combined LMH		£108/£216/£326	£108/£216/£326	
• Vehicle refinishers L/M/H		£218/£349/£524	£218/£349/£524	
v. Mobile screening and crushing plant L/M/H		£618/£989/£1484	£618/£989/£1484	
• for the third to seventh applications L/M/H		£368/£590/£884	£368/£590/£884	
• for the eighth and subsequent applications L/M/H		£189/£302/£453	£189/£302/£453	
• Simplified Permit i.e Mieral drying/Roadstone Coating plant/Concrete batching/Mobile Crushers	N/A	£218/£349/£524		
Transfer and Surrender				
i. Standard process transfer	Statutory: DEFRA	£162.00	£162.00	Not applicable Statutory Fee
ii. Partial transfer		£476.00	£476.00	
iii. New Operator at Low Risk				
Reduced Fee Activity		£75.00	£75.00	
iv. Surrender: all Part B activities		£0.00	£0.00	
v. Reduced fee activities:				
• Transfers – Service Stations, Waste Oil Burners <0.4MW and Dry Cleaners	£0.00	£0.00		
• Partial transfer	£45.00	£45.00		

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
Temporary Transfer for Mobiles i. First Transfer ii. Repeat Following Enforcement or Warning	Statutory: DEFRA	£51.00 £51.00	£51.00 £51.00	Not applicable Statutory Fee
Substantial Change s10 & s11 i. Standard process ii. Standard process where the substantial change results in a new PPC activity iii. Reduced fee activities	Statutory: DEFRA	£1005.00 £1579.00 £98.00	£1005.00 £1579.00 £98.00	Not applicable Statutory Fee
LAPPC Mobile Plant Charges (if not subject to simplified Permits) i. Application Fee – No. of Permits 1 2 3 4 5 6 7 8 and over ii. Subsistence Fee – No. of Permits 1 2 3 4 5 6 7 8 and over	Statutory: DEFRA	£1579.00 £1579.00 £943.00 £943.00 £943.00 £943.00 £943.00 £477.00 (Low/Med/High) £618/£989/£1484 £618/£989/£1484 £368/£590/£884 £368/£590/£884 £368/£590/£884 £368/£590/£884 £368/£590/£884 £368/£590/£884 £368/£590/£884 £189/£302/£453	£1579.00 £1579.00 £943.00 £943.00 £943.00 £943.00 £943.00 £477.00 (Low/Med/High) £618/£989/£1484 £618/£989/£1484 £368/£590/£884 £368/£590/£884 £368/£590/£884 £368/£590/£884 £368/£590/£884 £368/£590/£884 £368/£590/£884 £189/£302/£453	Not applicable Statutory Fee Possible change during 2017 fee set by DEFRA

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
<p>LA-IPPC Charges</p> <ul style="list-style-type: none"> i. Application ii. Additional Fee for Operating without a Permit iii. Annual Subsistence – Low iv. Annual Subsistence – Med v. Annual Subsistence – High vi. Substantial Variation vii. Transfer viii. Partial Transfer ix. Surrender <p>Late Payment fee (new)</p> <p>Key Subsistence charges can be paid in four equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the LA will be increased by £36.</p> <p>Reduced fee activities are; Service Stations, Vehicle Refinishers, Dry Cleaners and Small Waste Oil Burners under 0.4MW</p> <p>Newspaper Advertisements 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 recoup its costs</p>	<p>Statutory: DEFRA</p>	<p>£3218.00</p> <p>£1137.00</p> <p>£1384.00</p> <p>£1541.00</p> <p>£2233.00</p> <p>£1309.00</p> <p>£225.00</p> <p>£668.00</p> <p>£668.00</p>	<p>£3218.00</p> <p>£1137.00</p> <p>£1384.00</p> <p>£1541.00</p> <p>£2233.00</p> <p>£1309.00</p> <p>£225.00</p> <p>£668.00</p> <p>£668.00</p> <p>£50</p>	<p>Fee set by DEFRA</p> <p>Every subsistence charge includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation</p>

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
2. LICENCES				
Game Dealer	Statutory: Game Act 1831 & Game Licensing Act 1860	Nil	Nil	
Scrap Metal dealers licence Mobile licence Site licence	Discretionary H&ESPFH	£180.00 £240.00	£180.00 £220.00	Legislation governed by Scrap Metal Dealers Act 2013. Fee currently covers cost of administrating the service
Sex Shop Establishment	Discretionary H&ESPFH			Fees to be consistent with neighbouring authorities and ensure recovery of costs.
i. Initial application		£3,675	£3,750	
ii. Renewal		£630	£650	
Acupuncture, Ear Piercing, Tattooing & Electrolysis	Discretionary : H&ESPFH	£125.00.00 one off registration fee	£130.00 one off registration fee	To facilitate the identification of bona fide skin piercing businesses registration fees to be kept at cost
Houses in Multiple Occupation meeting the legal definitions	Legal formula	£6505.00 per 5 year period Renewal: £350.00per 5 year period	New application: £670.00 per 5 year period Renewal: £355.00per 5 year period	Appropriate fee commensurate with costs of admin and inspections
Caravan Sites = Mobile Homes Act 2013 Licence fee application 0-2 Units Licence fee application 3 – 9 units Licence fee – application 10 units or more Annual fee 0- 2 units Annual fee 3 to 9 units Annual fee 10 units or more Licence variation fee Transfer application fee Miscellaneous changes to existing licence details	Discretionary	£30.00 £ 150.00 £250.00 £100.00 £150.00 £200.00 £20.00 £90 £30	£30 £155.00 £260.00 £20.00 £150.00 £205.00 £20.00 £30.00 £30.00	Fees set at cost recovery of administering the service Annual fee for 0-2 units set at a level to encourage registration

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
Animal Boarding Establishments	Discretionary : H&ESPFH	£100.00	£110.00	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
Dog Breeding Establishments	Discretionary : H&ESPFH	£100.00	£110.00	
Riding Establishments:	Discretionary : H&ESPFH	£100.00 Licence fee plus approved vet costs	£110.00 plus approved vet costs	

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
Dangerous Wild Animals	Discretionary : H&ESPFH	£81.00 plus relevant vet fees	£85.00 plus relevant vet fees	To recover costs of inspection Officer's time with administrative on-costs veterinary costs borne by applicant where required
Pet Shops i. Basic ii. With exotic or dangerous wild animals	Discretionary : H&ESPFH	£95.00 plus relevant vet fees £150.00 plus relevant vet fees	£100.00 plus relevant vet fees £155.00 plus relevant vet fees	To cover administration & veterinary costs. Fees reflect the cost of administering the service with inspection being based on intel/complaints

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
Zoos (6 year licence)	Discretionary : H&ESPFH	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 i. Mobile Traders in villages up to 2 nights a week ii. Over 2 nights a week	Discretionary : H&ESPFH	£230.00 £435.00	£235.00 £ 440.00	Simplified fee structure to recover costs of administering, monitoring & inspecting street trading provisions
Layby traders	Discretionary : H&ESPFH	£787.00 (including rates)	£787.00 (including rates)	Simplified fee structure to recover costs of administering, monitoring & inspecting provisions

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
3. HACKNEY CARRIAGE & PRIVATE HIRE VEHICLE LICENSING				
Driver's Licence i. Grant ii. Renewal iii. Fee for knowledge base test for drivers – new applicants only iv. Replacement badge	Discretionary : H&ESPFH	£215.00 £115.00 £50.00 £10.00	£215.00 £115.00 £50.00 £10.00	Recovery of the whole costs of the Hackney Carriage and Private Hire vehicle licensing system so that

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
Seizure with transport and/or kennelling	Other charges Discretionary ESPFH	£56.00 Transportation/ Admin Fee Kennelling Fee £18.00 per day + VAT Veterinary Fees if applicable	£57.00 Transportation/ Admin Fee Kennelling Fee £20.00 per day + VAT Veterinary Fees if applicable	costs
<p>Water Sampling (Private Water Supplies Regulations 2009)</p> <p>Discretionary: H&ESPFH (up to maximum prescribed in Regulations)</p> <p>Analysis, Sampling and Risk Assessment cost/year:</p> <ul style="list-style-type: none"> i. Risk assessment (each assessment) £500 ii. Sampling (each visit)¹ £100 iii. Investigation (each investigation) £100 iv. Granting an authorisation (each authorisation) £100 v. Analysis <ul style="list-style-type: none"> - Reg 10 analysis (small domestic) £25 - Check monitoring (basic analysis) £100 - Audit monitoring (chemicals etc.) £500 <p>¹ No fee is payable where a sample is taken and analysed solely to confirm or clarify the results of analysis of a previous sample</p>		Recovery of costs - max annual total cost:	Recovery of costs - max annual total cost:	<p>In order to promote public health and ensure safe potable water but not at the general expense of the Council Tax payer, to recover costs of sampling, analysis and risk assessment</p> <p>Cost recovery based on £40 hourly rate to cover Officer time, administration and on-cost in addition to actual cost of analysis up to maximum amounts set in legislation</p>

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
Food Health Certificate	Discretionary: ESPFH	£115.00 plus VAT	£ 120.00 plus VAT	Fees set at a level which recovers Council costs at a commercial rate without costs being set so high that it inhibits local businesses from exporting food
4. Refuse & Recycling Service	Discretionary: H &ES PFH			
i. Domestic Clinical Waste Clinical yellow collections (landfill)		No charge	No charge	Fees set to promoting more sustainable methods of disposal such as re-use or recycling and to manage demand, placing costs on those that use services without unduly disadvantaging those without access to alternatives e.g. bulky item disposal.
Clinical orange collections (Incineration)		£30.00	£30.00	
ii. Commercial premises per 10 sacks		£40.00	£40.00	
iii. Sharps Boxes		£14.50	£14.50	
iv. Bulky Household Waste Up to three items		£30.00	£30.00	
Per item (after three)		£5.00	£5.00	
i. Sack Service		£5.00 /roll (30) delivered	£ 5.50 /roll (30) delivered	
ii. New Provision, Black, Green or Blue; Additional Black; Replacement bin (resident damage) Black, Blue or Green		£73.50 Admin charge	£73.50 Admin charge	
iii. Additional Blue or Green bin		£73.50 Admin charge	Nil	
iv. Replacement bin –Stolen		Nil	Nil	

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
5. TRAINING COURSES				

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
Food Hygiene Level 2	Discretionary: ESPFH	£72.00 (general public)	£72.00 (general public)	Set at costs competitive with external organisations to encourage attendance at Environmental Health courses
Food Hygiene Level 3		£305.00	£305.00	
Health & Safety Level 2		£65.00	£65.00	
Health & Safety Level 3		£300.00	£300.00	

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
6. OTHER FEES AND CHARGES				
Staff involved in civil litigation	Discretionary: ESPFH	Varies due to specific Officer & time involved	Varies due to specific Officer & time involved	To cover staff costs
Provision of information – Local Land charge searches	Discretionary: ESPFH	£143 – Maximum fee	£145 Maximum fee	To recover costs of administration and officer time in researching and reporting on environmental information.
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)
Officers offering chargeable advice including enforcement charges where legislation permits	Discretionary: ESPFH	NIL	Will vary subject to circumstances and time involved	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	NIL	£49/hr Max charge £250.00	New fee to cover officer time in preparation and serving of notices

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge
Removal & Disposal of Abandoned Vehicles	Statutory: Refuse Disposal (Amenity) Act 1978 Removal, Storage & Disposal of Vehicle (Prescribed Sums & Charges) Regulations 1989 as amended	Removal £105.00	i. £105.00	Not applicable Statutory fee
i. Removal		Storage £12.00 per day	ii. £12.00 per day	
ii. Storage (per day)		Disposal £85.00	iii. £85.00	
iii. Disposal				

Type of fee/ Charge	Fee/charge set by	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	Council policy when setting the fee/charge

7. FIXED PENALTY PROVISIONS						
Offence	Fee/charge set by Legislation	Fee/Charge 2016/17		Proposed Fee/Charge 2017/18		Council policy when setting the fee/charge
		Full amount of penalty	FP reduced if paid within 10 days	Full amount of penalty	FP reduced if paid within 10 days	
Depositing Litter	Environmental Protection Act 1990	£75.00	£50.00	£75.00	£50.00	Not applicable Statutory fee Reduction is a discretionary matter
Section 55 offences – dog related offences	Clean Neighbourhood & Env Act 2005	£75.00	£50	£75.00	£50	
Dog Fouling	Dog (Fouling of Land) Act 1996	£50	No reduction	£50	No reduction	
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	Refuse Disposal (Amenity) Act 1978	£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	
Failure to comply with Litter Clearing Notice	Environmental Protection Act 1990	£100.00	£60.00	£100.00	£60.00	

Offence	Fee/charge set by Legislation	Fee/Charge 2016/17		Proposed Fee/Charge 2017/18		Council policy when setting the fee/charge
		Full amount of penalty	FP reduced if paid within 10 days	Full amount of penalty	FP reduced if paid within 10 days	
Breach of a Community Protection Notice	Sec 48 Anti Social Behaviour, Crime and Policing Act 2014	N/A	N/A	£100	£65	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	N/A	N/A	£100	£65	Full amount is statutory Reduced fee is discretionary
Deface any Property by painting, writing, etc. (Graffiti & fly posting)	Anti-Social Behaviour Act 2003	£75.00	£50.00	£75.00	£50.00	Not applicable Statutory fee
Painting or affixing things to a structure on the Highway	Highways Act 1980	£75.00	£50.00	£75.00	£50.00	
Failure to place waste in prescribed container (Household)	Environmental Protection Act 1990	£100.00	£60.00	£100.00	£60.00	
Failure to place waste in prescribed container (Commercial)	Environmental Protection Act 1990	£100.00	£60.00	£100.00	£60.00	
Unauthorised distribution of literature on designated land	Environmental Protection Act 1990	£75.00	£50.00	£75.00	£50.00	
Noise from dwellings	Noise Act 1996	£100.00	No reduction	£100.00	No reduction	
Noise from licensed premises	Noise Act 1996	£100.00	No reduction	£100.00	No reduction	
Fly tipping Fixed penalty charge	Environmental Protection Act 1990			£400	£240	

Licensing Act 2003 – Fees (Statutory)

	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	
Premises/Club Licence			
Band A	£100.00	£100.00	Fee set by Central Government
Band B	£190.00	£190.00	
Band C	£315.00	£315.00	
Band D	£450.00	£450.00	
D and Primary Business Alcohol Sales x 2	£900.00	£900.00	
Band E	£635.00	£635.00	
E and Primary Business Alcohol Sales x 3	£1, 905.00	£1, 905.00	

	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	
Annual Fee			
Band A	£70.00	£70.00	Fee set by Central Government
Band B	£180.00	£180.00	
Band C	£295.00	£295.00	
Band D	£320.00	£320.00	
Band E	£350.00	£350.00	

Additional fees for large venues and events

	Fee/Charge 2016/17	Proposed Fee/Charge 2017/18	
Number in Attendance at any one time			
5,000 to 9,999	£1, 000	£1, 000	Fee set by Central Government
10,000 to 14,999	£2, 000	£2, 000	
15,000 to 19,999	£4,000	£4,000	
20,000 to 29,999	£8, 000	£8, 000	
30, 000 to 39,999	£16,000	£16,000	
40, 000 to 49, 999	£24, 000	£24, 000	
50, 000 to 59, 999	£32, 000	£32, 000	
60, 000 to 69, 000	£40, 000	£40, 000	
70, 000 to 79,999	£48, 000	£48, 000	
80, 000 to 89, 999	£56, 000	£56, 000	
90, 000 and over	£64, 000	£64, 000	
Temporary Events	£21 per event	£21 per event	

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

Classes of premises licence	Maximum non-conversion application fee in respect of provisional statement premises	Maximum non-conversion application fee in respect of other premises	Maximum annual fee	Maximum fee for application to vary licence	Maximum fee for application to transfer a licence	Maximum fee for application for reinstatement of a licence	Maximum fee for application for provisional statement
Regional casino premises licence	£8,000	£15,000	£15,000	£7,500	£6,500	£6,500	£15,000
Large casino premises licence	£5,000	£10,000	£10,000	£5,000	£2,150	£2,150	£10,000
Small casino premises licence	£3,000	£8,000	£5,000	£4,000	£1,800	£1,800	£8,000
Converted casino premises licence			£3,000	£2,000	£1,350	£1,350	
Bingo premises licence	£1,200	£3,500	£1,000	£1,750	£1,200	£1,200	£3,500
Adult gaming centre premises licence	£1,200	£2,000	£1,000	£1,000	£1,200	£1,200	£2,000
Betting premises (track) licence	£950	£2,500	£1,000	£1,250	£950	£950	£2,500
Family entertainment centre premises licence	£950	£2,000	£750	£1,000	£950	£950	£2,000
Betting premises (other) licence	£1,200	£3,000	£600	£1,500	£1,200	£1,200	£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	3	4	5
1	Vehicle position and condition	Vehicle equal to or less than 3.5 tonnes MAM	Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes MAM	Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 tonnes MAM	Vehicle exceeding 18 tonnes MAM
2	Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off road	£150	£200	£350	£350
3	Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both.	£250	£650	Unladen—£2000	Unladen—£3000
				Laden—£3000	Laden—£4500
4	Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£200	£400	Unladen—£1000	Unladen—£1500
				Laden—£1500	Laden—£2000
5	Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£300	£850	Unladen—£3000	Unladen—£4500
				Laden—£4500	Laden—£6000

Table 2 – Regulation 6(3)

	1	2	3	4	5
1	Two wheeled vehicle	Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM	Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes MAM	Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 tonnes MAM	Vehicle exceeding 18 tonnes MAM
2	£10	£20	£25	£30	£35