

Statutory Fees and Charges 2018/19

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APPENDIX 4

Service	Further Information	VAT category	Existing Charge for 2017/18 £	Proposed Charges for 2018/19 £
LEGAL, DEMOCRATIC, AND CONTRACT SERVICES				
Data Protection Fee		OS	10.00	N/A
Access to Files		OS	10.00	N/A
Registration of Electors				
Full Register Costs - fee plus £5.00 per 1000 entries (or part)	Paper Copy	OS	10.00	10.00
Full Register Costs - fee plus £1.50 per 1000 entries (or part)	Data Copy	OS	20.00	20.00
Open Register Costs - fee plus £5.00 per 1000 entries (or part)	Paper Copy	OS	10.00	10.00
Open Register Costs - fee plus £1.50 per 1000 entries (or part)	Data Copy	OS	20.00	20.00
Marked Register Costs - fee plus £2.00 per 1000 entries (or part)	Paper Copy	OS	10.00	10.00
Marked Register Costs - fee plus £1.00 per 1000 entries (or part)	Data Copy	OS	10.00	10.00
COMMERCIAL & TECHNICAL SERVICES				
Parking				
On street parking penalty notice (PCN)	if paid within 14 days	OS	25.00/35.00	25.00/35.00
	if paid within 28 days	OS	50.00/70.00	50.00/70.00
	if paid after 28 days	OS	50.00/70.00	50.00/70.00
Off street parking penalty notice (PCN)	if paid within 14 days	OS	25.00/35.00	25.00/35.00
	if paid within 28 days	OS	50.00/70.00	50.00/70.00
	if paid after 28 days	OS	50.00/70.00	50.00/70.00
COMMUNITY SERVICES				
Dog Control				
Stray Dog Collection		OS	25.00	25.00
Gambling Act 2005 - Premise Licence Fees				
Existing Casino	Application to vary	OS	n/a	n/a
	Application to transfer	OS	n/a	n/a
	Application for reinstatement	OS	n/a	n/a
	Application for provisional statement	OS	n/a	n/a
	Licence Application (provisional statement)	OS	n/a	n/a
	Copy of Licence	OS	n/a	n/a
	Notification of change	OS	n/a	n/a
	Annual Fee	OS	n/a	n/a
New Small Casino	Application to vary	OS	4,000.00	4,000.00
	Application to transfer	OS	1,800.00	1,800.00

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	Application for reinstatement	OS	1,800.00	1,800.00
	Application for provisional statement	OS	8,000.00	8,000.00
	Licence Application (provisional statement)	OS	3,000.00	3,000.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	5,000.00	5,000.00
New large Casino	Application to vary	OS	5,000.00	5,000.00
	Application to transfer	OS	2,150.00	2,150.00
	Application for reinstatement	OS	2,150.00	2,150.00
	Application for provisional statement	OS	10,000.00	10,000.00
	Licence Application (provisional statement)	OS	5,000.00	5,000.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	10,000.00	10,000.00
Regional Casino	Application to vary	OS	7,500.00	7,500.00
	Application to transfer	OS	6,500.00	6,500.00
	Application for reinstatement	OS	6,500.00	6,500.00
	Application for provisional statement	OS	15,000.00	15,000.00
	Licence Application (provisional statement)	OS	8,000.00	8,000.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	15,000.00	15,000.00
Bingo Club	Application to vary	OS	1,750.00	1,750.00
	Application to transfer	OS	1,200.00	1,200.00
	Application for reinstatement	OS	1,200.00	1,200.00
	Application for provisional statement	OS	3,500.00	3,500.00
	Licence Application (provisional statement)	OS	1,200.00	1,200.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	1,000.00	1,000.00
Betting Premise (excluding Tracks)	Application to vary	OS	1,500.00	1,500.00
	Application to transfer	OS	1,200.00	1,200.00
	Application for reinstatement	OS	1,200.00	1,200.00

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	Application for provisional statement	OS	3,000.00	3,000.00
	Licence Application (provisional statement)	OS	1,200.00	1,200.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	600.00	600.00
Track	Application to vary	OS	0.00	0.00
	Application to transfer	OS	950.00	950.00
	Application for reinstatement	OS	950.00	950.00
	Application for provisional statement	OS	2,500.00	2,500.00
	Licence Application (provisional statement)	OS	950.00	950.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	1,000.00	1,000.00
Family Entertainment Centre	Application to vary	OS	1,000.00	1,000.00
	Application to transfer	OS	950.00	950.00
	Application for reinstatement	OS	950.00	950.00
	Application for provisional statement	OS	2,000.00	2,000.00
	Licence Application (provisional statement)	OS	950.00	950.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	750.00	750.00
Adult Gaming Centre	Application to vary	OS	1,000.00	1,000.00
	Application to transfer	OS	1,200.00	1,200.00
	Application for reinstatement	OS	1,200.00	1,200.00
	Application for provisional statement	OS	2,000.00	2,000.00
	Licence Application (provisional statement)	OS	1,200.00	1,200.00
	Copy of Licence	OS	25.00	25.00
	Annual Fee	OS	1,000.00	1,000.00
	Notification of change	OS	50.00	50.00
Lottery Registration		OS	40.00	40.00
Lottery Registration Renewal		OS	20.00	20.00
Hackney Carriage Licencing				

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			£	£
Criminal Records Check - paper		OS	44.00	44.00
Criminal Records Check - online		OS	53.00	53.00
Personal & Premises Licences				
Premises	Based on rateable value	OS	Variable	Variable
HOUSING SERVICES				
Penalty Charge for breach of Smoke and Carbon Monoxide Alarms (England) Regulations 2015	1st offence	OS	2,500.00	2,500.00
	1st offence with early payment reduction (14 days)	OS	1250	1250
	Subsequent offence(statutory maximum)	OS	5000	5000
	Subsequent offence with early payment reduction	OS	2500	2500
The Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme etc) (England) Order 2014	Statutory Maximum Penalty £5,000	OS	Variable	Variable
PLANNING SERVICES				
PLANNING FEE TABLE (Town & Country Planning Act 1990) wef 22 November 2012 (Exc. VAT)				
1 Residential Development (Category 1)				
Erection of dwelling houses				
a) Outline	i) For each 0.1 ha of site where site area does not exceed 2.5 ha	OS	385.00	385.00
	ii) Site area in exxcess of 2.5ha - £9,527 plus £115.00 For each 0.1 ha in excess of 2.5ha	OS	max £125,000	max £125,000
	i) For each dwelling house created - (50 dwellings or less)	OS	385.00	385.00
	ii) More than 50 dwellings - £19,049 plus £115.00 For each additional dwelling in excess of 50	OS	max £250,000	max £250,000
2 Non-Residential Building Works (Category 2)				

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Erection of other buildings (excluding agricultural buildings, glasshouses and plant and machinery)				
a) Outline	i) For each 0.1 ha of site where site area does not exceed 2.5 ha	OS	385.00	385.00
	ii) Site area in excess of 2.5ha - £9,527 plus £115.00 For each 0.1 ha in excess of 2.5ha	OS	max £125,000	max £125,000
b) Detailed	i) No floorspace does not exceed 40sqm	OS	195.00	195.00
	ii) floorspace in excess of 40sqm but not in excess of 75 sqm	OS	385.00	385.00
	iii) Floorspace over 75sqm, but not exceeding 3,750sqm per 75sqm area or part	OS	385.00	385.00
	iv) Floorspace over 4,215sqm - £19,049 plus £115.00 For each 75 sqm in excess of 3,750sqm	OS	max £250,000	max £250,000
3 Agricultural Buildings (Category 3)				
Agricultural buildings on agricultural land:				
a) Outline	i) For each 0.1 ha of site where site area does not exceed 2.5 ha	OS	385.00	385.00
	ii) Site area in excess of 2.5ha - £9,527 plus £115.00 For each 0.1 ha in excess of 2.5ha	OS	max £125,000	max £125,000
b) Detailed	i) Where the area of gross floor space to be created by the development does not exceed 465 square metres	OS	80.00	80.00
	ii) Floorspace in excess of 465sqm but not in excess of 540sqm	OS	385.00	385.00
	iii) Floorspace over 540sqm, but not exceeding 4,215sqm - £385.00 plus £385 For each 75sqm in excess of 540sqm	OS	£385 plus £385 per 75sqm	£385 plus £385 per 75sqm

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	iv) Floorspace over 4,215sqm - £19,049 plus £115.00 For each 75 sqm in excess of 3,750sqm	OS	max £250,000	max £250,000
4 Glasshouses and Polytunnels (Category 4)				
Erection of glasshouses/polytunnels on agricultural land:	a) Floorspace does not exceed 465sqm	OS	80.00	80.00
	b) Floorspace exceeds 465 sqm	OS	2,150.00	2,150.00
5. Plant and Machinery (Category 5)				
Erection, alteration or replacement of plant or machinery:	i) For each 0.1ha of site where site area does not exceed 5ha	OS	385.00	385.00
	ii) Site area in excess of 5 ha - £19,049 plus £115 For each 0.1ha in excess of 5 ha	OS	max £250,000	max £250,000
6. Householder Extensions and Alterations (Category 6)				
a) Alterations or extensions to existing dwelling house		OS	172.00	172.00
b) Alterations or extensions to two or more dwelling houses		OS	339.00	339.00
7. Operations within Curtilage of Dwelling House (Category 7)				
Erection of gate/fences/walls and buildings and the carrying out of other operations within the curtilage of a dwelling house that are ancillary to the use of the dwelling house		OS	172.00	172.00
8. Car Park, Service Roads and Other Means of Access (Category 8)				
Construction of car parks, services, roads and other means of access on land for a single undertaking where required in connection with existing use of land		OS	195.00	195.00
9. Other Operations not coming within any of the above categories (Category 10)				
Other operations (excluding drilling for oil or gas or the winning and working of minerals):	For each 0.1 ha of site area subject to a maximum of £1,690	OS	195.00	195.00
10 Conversion to a dwelling (Category 11)				
Change of use of building to one or more dwelling houses:				
a) From single dwelling	i) For 50 dwellings or less dwellings (per additional dwelling)	OS	385.00	385.00

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b) Other cases	ii) For more than 50 dwelling £19,049 plus £115.00 For each dwelling over 50	OS	max £250,000	max £250,000
	i) For 50 dwellings or less dwellings (per additional dwelling)	OS	385.00	385.00
	ii) For more than 50 dwelling £19,049 plus £115.00 For each dwelling over 50	OS	max £250,000	max £250,000
11 Changes of use (excluding waste deposit and deposit and storage of minerals) (Category 13)				
Change of use of land or buildings		OS	385.00	385.00
12 Advertisements				
Advertisements on business premises stating nature of business, goods sold, services provided or name and qualifications of person carrying on business		OS	110.00	110.00
Advertisement directing people to business premises		OS	110.00	110.00
Other Advertisements		OS	385.00	385.00
13 Certificates of Lawful Development or Use				
Certificates of Lawful Existing Development or Use		OS	Planning Fee	Planning Fee
Certificates of Lawful Proposed Development or Use		OS	Half of planning fee	Half of planning fee
14 Notification for agriculture, forestry, development or demolition work				
		OS	80.00	80.00
15 Variation of conditions and minor material amendments				
Variation or removal of conditions		OS	195.00	195.00
Minor material amendments - not retrospective (Free if submitted by same applicant within 12 months of original permission and only the first application is free)		OS	195.00	195.00
Minor material amendments - full retrospective		OS	Full planning fee	Full planning fee
16 Telecommunications notification and applications				
		OS	385.00	385.00
17 High Hedges complaints				
		OS	350.00	350.00
18 Conformation of Compliance with condition(s) on planning permission				
Conditions on permission for alteration/extension to dwellings and works within curtilage of dwellings (per request)		OS	28.00	28.00
Conditions on permission for all other development (per request)		OS	97.00	97.00
19 Extension to time limit for existing planning permissions				

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Applications for householder development		OS	57.00	57.00
Applications for major development		OS	575.00	575.00
All other applications		OS	195.00	195.00
20 Non-material amendments following a grant of planning permission				
a) Householder applications		OS	28.00	28.00
b) All other applications		OS	195.00	195.00
21 Certificate of Appropriate Alternative Development				
Fixed Penalty Notices and Tariffs				
Offence				
Littering - Section 87/88 Environmental Protection Act 1990	Full penalty	OS	80.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Street litter control notice non compliance - Section 92C/94A Environmental Protection Act 1990	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Litter clearing Notice non compliance - Section 92C/94A Environmental Protection Act 1990	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Failure to produce waste documents - Environmental Protection Act 1990 Section 34/34a Environmental Protection Act 1990	Full penalty	OS	300.00	300.00
	Maximum on conviction	OS	£5,000.00 or unlimited	5,000.00
Unauthorised distribution of free printed matter- Schedule 3A Environmental Protection Act 1990	Full penalty	OS	80.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Deface by Fly posting Section 43/44 of Anti Social Behaviour Act 2003	Full penalty	OS	80.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Abandonment of a vehicle - Section 2/2ARefuse Disposal (Amenity) Act 1978	Full penalty	OS	200.00	200.00
	Maximum on conviction	OS	£2,500.00 and/or imprisonment	£2,500.00 and/or imprisonment
Nuisance vehicles - Section 3/4/5/6 Clean Neighbourhood & Environment Act 2005	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Failure to comply with domestic waste receptacles and putting out notice- Section 46, 47ZA and 47ZB of Environmental Protection Act 1990	Full penalty	OS	80.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Failure to comply with commercial waste receptacles and putting out notice- Section 47, 47ZA and 47ZB of Environmental Protection Act 1990	Full penalty	OS	100.00	100.00

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	Maximum on conviction	OS	1,000.00	1,000.00
Failure to remove dog faeces forthwith - this will be charged under the Public Space Protection Order	Full penalty	OS	80.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Allowing dog in an excluded zone - this will be charged under the Public Space Protection Order	Full penalty	OS	80.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Failing to put dog on lead when requested to do so by authorised officer - this will be charged under the Public Space Protection Order	Full penalty	OS	80.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Failure to put dog on lead in designated area - this will be charged under the Public Space Protection Order	Full penalty	OS	80.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Failure to produce authority to transport waste - Section 5/5b Control of Pollution (amendment) Act 1989	Full penalty	OS	300.00	300.00
	Maximum on conviction	OS	5,000.00	5,000.00
Breach of Community Protection Notice - Anti-Social Behaviour, Crime and Policing Act 2014 - sec 52	Full penalty	OS	80.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Breach of Public Space Protection Notice - Anti-Social Behaviour, Crime and Policing Act 2014 - sec 63/67 (Including: street drinking/legal highs; street sleeping; dog control; street begging)	Full penalty	OS	80.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Small Fly-tipping incidents - Deposit of Waste (Fixed Penalties) Regulations 2016	Full penalty	OS	300.00	300.00
	Maximum on conviction	OS	2,000.00	50,000.00
Smoking in a smoke free place (section 7(2) Health Act 2006	Full penalty	OS	50.00	50.00
	Maximum on conviction	OS	200.00	200.00
FINANCIAL SERVICES				
Imposition of a penalty for failure to notify the council tax office		E	70.00	70.00