

Community Fees & Charges

Appendix 1

Texts in *Italic* denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			Administration	Management and Enforcement	% change	Legislation giving power to charge	Basis for charging	Non Cabinet Approval note
	Basic	VAT	Total	Basic	VAT	Total						
	£	20% £	2016/17 £	£	20% £	2017/18 £						
21. Tables & Chairs on the Highway licence (please note planning permission is likely to be needed)										LLA Act 1990		Non Executive Licensing - Council Approval Required
Issue of licence (subject to successful application)	585		585	585		585	500	85	0%		Discretionary	
Annual renewal of licence (subject to successful application)	293		293	293		293	209	84	0%		Discretionary	
55. Local Authority Pollution Control										Environmental Permitting (England and Wales) Regulations 2010(a)		
55a. Application Fee												
Standard Process	1,579		1,579	1,579		1,579			0%		Statutory Prescribed	
Additional fee for operating without a permit	1,137		1,137	1,137		1,137			0%		Statutory Prescribed	
PVRI, SWOBs and Dry Cleaners Reduced Fee Activities	148		148	148		148			0%		Statutory Prescribed	
PVR I & II combined	246		246	246		246			0%		Statutory Prescribed	
Other Reduced Fee Activities	346		346	346		346			0%		Statutory Prescribed	
Reduced fee activities: Additional fee for operating without a permit	68		68	68		68			0%		Statutory Prescribed	
Standard Mobile Plant for the 1 st & 2 nd applications	1,579		1,579	1,579		1,579			0%		Statutory Prescribed	
For the 3 rd to 7 th applications	943		943	943		943			0%		Statutory Prescribed	
For the 8 th and subsequent applications	477		477	477		477			0%		Statutory Prescribed	
Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts												
55b Annual Subsistence Charge												
Standard process Low	739		739	739		739			0%		Statutory Prescribed	
Additional amounts charged where a permit is for a combined Part B and waste installation	99		99	99		99			0%		Statutory Prescribed	
Standard process Medium	1,111		1,111	1,111		1,111			0%		Statutory Prescribed	
Additional amounts charged where a permit is for a combined Part B and waste installation	149		149	149		149			0%		Statutory Prescribed	
Standard process High	1,672		1,672	1,672		1,672			0%		Statutory Prescribed	
Additional amounts charged where a permit is for a combined Part B and waste installation	198		198	198		198			0%		Statutory Prescribed	
Reduced fee activities Low	76		76	76		76			0%		Statutory Prescribed	
Reduced fee activities Med	151		151	151		151			0%		Statutory Prescribed	
Reduced fee activities High	227		227	227		227			0%		Statutory Prescribed	
PVR I & II combined Low	108		108	108		108			0%		Statutory Prescribed	
PVR I & II combined Medium	216		216	216		216			0%		Statutory Prescribed	
PVR I & II combined High	326		326	326		326			0%		Statutory Prescribed	
Other Reduced Fee Activities Low	218		218	218		218			0%		Statutory Prescribed	
Other Reduced Fee Activities Medium	349		349	349		349			0%		Statutory Prescribed	
Other Reduced Fee Activities High	524		524	524		524			0%		Statutory Prescribed	
Standard Mobile Plant 1st & 2nd permits Low	618		618	618		618			0%		Statutory Prescribed	
Standard Mobile Plant 1st & 2nd permits Medium	989		989	989		989			0%		Statutory Prescribed	
Standard Mobile Plant 1st & 2nd permits High	1,484		1,484	1,484		1,484			0%		Statutory Prescribed	
Standard Mobile Plant 3rd to 7th permits Low	368		368	368		368			0%		Statutory Prescribed	
Standard Mobile Plant 3rd to 7th permits Medium	590		590	590		590			0%		Statutory Prescribed	
Standard Mobile Plant 3rd to 7th permits High	884		884	884		884			0%		Statutory Prescribed	
Standard Mobile Plant 8th and subsequent permits Low	189		189	189		189			0%		Statutory Prescribed	
Standard Mobile Plant 8th and subsequent permits Medium	302		302	302		302			0%		Statutory Prescribed	
Standard Mobile Plant 8th and subsequent permits High	453		453	453		453			0%		Statutory Prescribed	

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	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18						
Late payment Fee	50		50	50		50			0%		Statutory Prescribed	
Where a Part B installation is subject to reporting under the E-PRTR Regulation, 55c Transfer and Surrender												
Standard process transfer	162		162	162		162			0%		Statutory Prescribed	
Standard process partial transfer	476		476	476		476			0%		Statutory Prescribed	
New operator at low risk reduced fee activity (extra one-off subsistence charge)	75		75	75		75			0%		Statutory Prescribed	
Reduced fee activities: partial transfer	45		45	45		45			0%		Statutory Prescribed	
55d Temporary Transfer for mobiles												
First transfer	51		51	51		51			0%		Statutory Prescribed	
Repeat following enforcement or warning	51		51	51		51			0%		Statutory Prescribed	
55e Substantial Changes s10 & s11												
Standard Process	1,005		1,005	1,005		1,005			0%		Statutory Prescribed	
Standard process where the substantial change results in a new PPC activity	1,579		1,579	1,579		1,579			0%		Statutory Prescribed	
Reduced Fee Activities	98		98	98		98			0%		Statutory Prescribed	
55f LA-IPPC Fees & Charge (Local Authority Integrated Pollution, prevention and control.)												
Application	3,218		3,218	3,218		3,218			0%		Statutory Prescribed	
Additional fee for operating without a permit	1,137		1,137	1,137		1,137			0%		Statutory Prescribed	
Annual Subsistence Low Risk	1,384		1,384	1,384		1,384			0%		Statutory Prescribed	
Annual Subsistence Medium Risk	1,541		1,541	1,541		1,541			0%		Statutory Prescribed	
Annual Subsistence High Risk	2,233		2,233	2,233		2,233			0%		Statutory Prescribed	
Substantial Variation	1,309		1,309	1,309		1,309			0%		Statutory Prescribed	
Transfer	225		225	225		225			0%		Statutory Prescribed	
Partial Transfer	668		668	668		668			0%		Statutory Prescribed	
Surrender	668		668	668		668			0%		Statutory Prescribed	
56. Application for a new premises or club premises licence or to vary a premises or a club premises licence										Licensing Act 2003 (Fees) Regulations 2005		
Non domestic Rateable Value Band										Regulation 4 & Schedule 2		
£0 to £4,300	100		100	100		100			0%		Statutory Prescribed	
£4,301 to £33,000	190		190	190		190			0%	As above	Statutory Prescribed	
£33,001 to £87,000	315		315	315		315			0%	As above	Statutory Prescribed	
£87,001 to £125,000	450		450	450		450			0%	As above	Statutory Prescribed	
£125,001 and above	635		635	635		635			0%	As above	Statutory Prescribed	
57. Application fee for Premises exclusively or primarily in the business of selling alcohol for consumption on the premises										Licensing Act 2003 (Fees) Regulations 2005 Regulation 4 & Schedule 2		
Band D	900		900	900		900			0%		Statutory Prescribed	
Band E	1905		1905	1905		1905			0%	As above	Statutory Prescribed	
58. Annual renewal fee for premises or club premises licence										Licensing Act 2003 (Fees) Regulations 2005 Regulation 5 and Schedule 2		
Band A	70		70	70		70			0%		Statutory Prescribed	
Band B	180		180	180		180			0%	As above	Statutory Prescribed	
Band C	295		295	295		295			0%	As above	Statutory Prescribed	
Band D	320		320	320		320			0%	As above	Statutory Prescribed	
Band E	350		350	350		350			0%	As above	Statutory Prescribed	

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	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18						
58A. Annual renewal fee for Premises exclusively or primarily in the business of selling alcohol for consumption on the premises										Licensing Act 2003 (Fees) Regulations 2005		
Band D	640		640	640		640			0%	Regulation 5 & Schedule 2	Statutory Prescribed	
Band E	1050		1050	1050		1050			0%	As above	Statutory Prescribed	
59. Exceptionally large events										Licensing Act 2003 (Fees) Regulations 2005		
Number in attendance at any one time										Regulation 4 & Schedule 3	Statutory Prescribed	
5,000 to 9,999	1,000		1,000	1,000		1,000			0%	As above	Statutory Prescribed	
10,000 to 14,999	2,000		2,000	2,000		2,000			0%	As above	Statutory Prescribed	
15,000 to 19,999	4,000		4,000	4,000		4,000			0%	As above	Statutory Prescribed	
20,000 to 29,999	8,000		8,000	8,000		8,000			0%	As above	Statutory Prescribed	
30,000 to 39,999	16,000		16,000	16,000		16,000			0%	As above	Statutory Prescribed	
40,000 to 49,999	24,000		24,000	24,000		24,000			0%	As above	Statutory Prescribed	
50,000 to 59,999	32,000		32,000	32,000		32,000			0%	As above	Statutory Prescribed	
60,000 to 69,999	40,000		40,000	40,000		40,000			0%	As above	Statutory Prescribed	
70,000 to 79,999	48,000		48,000	48,000		48,000			0%	As above	Statutory Prescribed	
80,000 to 89,999	56,000		56,000	56,000		56,000			0%	As above	Statutory Prescribed	
90,000 and over	64,000		64,000	64,000		64,000			0%	As above	Statutory Prescribed	
60. Personal Licences, Temporary Events & Other Fees										Licensing Act 2003 (Fees) Regulations 2005		
Application for a grant or renewal of personal licence	37		37	37		37			0%	Regulation 8 & Schedule 3	Statutory Prescribed	
Theft, loss etc. of premises licence or summary	10.5		10.5	10.5		10.5			0%	As above	Statutory Prescribed	
Application for a provisional statement where premises being built etc	315		315	315		315			0%	As above	Statutory Prescribed	
Notification of change of name or address	10.5		10.5	10.5		10.5			0%	As above	Statutory Prescribed	
Application to vary licence to specify individual as premises supervisor	23		23	23		23			0%	As above	Statutory Prescribed	
Application for transfer of premises licence	23		23	23		23			0%	As above	Statutory Prescribed	
Interim authority notice following death etc of licence holder	23		23	23		23			0%	As above	Statutory Prescribed	
Theft, loss etc of certificate or summary	10.5		10.5	10.5		10.5			0%	As above	Statutory Prescribed	
Notification of change of name or alteration of rules of club	10.5		10.5	10.5		10.5			0%	As above	Statutory Prescribed	
Change of relevant registered address of club	10.5		10.5	10.5		10.5			0%	As above	Statutory Prescribed	
Temporary Event Notice	21		21	21		21			0%	As above	Statutory Prescribed	
Theft, loss etc of temporary event notice	10.5		10.5	10.5		10.5			0%	As above	Statutory Prescribed	
Theft, loss etc of personal licence	10.5		10.5	10.5		10.5			0%	As above	Statutory Prescribed	
Duty to notify change of name or address	10.5		10.5	10.5		10.5			0%	As above	Statutory Prescribed	
Right of freeholder etc to be notified of licensing matters	21		21	21		21			0%	As above	Statutory Prescribed	
61. Gambling Act 2005										Gambling Act (Premises Licence Fees) (Eng & Wales) Regs 2007		
Betting Premises (Other) Licence Application										Regulation 5 & Schedule 1	Statutory Prescribed	
- New	3,000		3,000	3,000		3,000			0%	Regulation 8 & Schedule 1	Statutory Prescribed	
- Annual fee	600		600	600		600			0%	Regulation 11 & Schedule 1	Statutory Prescribed	
- Variation	1,500		1,500	1,500		1,500			0%	Regulation 12 & Schedule 1	Statutory Prescribed	
- Transfer	1,200		1,200	1,200		1,200			0%		Statutory Prescribed	

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	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18						
62. Bingo Premises Licence										Gambling (Premises Licence Fees) (Eng & Wales) Regs 2007		
- New	3,500		3,500	3,500		3,500			0%	Regulation 5 & Schedule 1	Statutory Prescribed	
- Annual fee	1,000		1,000	1,000		1,000			0%	Regulation 8 & Schedule 1	Statutory Prescribed	
- Variation	1,750		1,750	1,750		1,750			0%	Regulation 11 & Schedule 1	Statutory Prescribed	
- Transfer	1,200		1,200	1,200		1,200			0%	Regulation 12 & Schedule 1	Statutory Prescribed	
62A. Adult Gaming Centres										Gambling (Premises Licence Fees) (Eng & Wales) Regs 2007		
- New	2,000		2,000	2,000		2,000			0%	Regulation 5 & Schedule 1	Statutory Prescribed	
- Annual fee	1,000		1,000	1,000		1,000			0%	Regulation 8 & Schedule 1	Statutory Prescribed	
- Variation	1,000		1,000	1,000		1,000			0%	Regulation 11 & Schedule 1	Statutory Prescribed	
- Transfer	1,200		1,200	1,200		1,200			0%	Regulation 12 & Schedule 1	Statutory Prescribed	
62B. Gaming Machines & Lotteries										(including statutory guidance on maximum fee)		
Small Society Lotteries application for a new licence	40		40	40		40			0%	Regulation 3 Small Society Lotteries (Registration of Non-Commercial Societies) Regulations 2007	Statutory Prescribed	
Small Society Lotteries annual fee	20		20	20		20			0%	Regulation 5 Small Society Lotteries (Registration of Non-Commercial Societies) Regulations 2007	Statutory Prescribed	
Notification of gaming machines in alcohol licensed premises	50		50	50		50			0%	Regulation 3 Gaming Machines in Alcohol Licensed Premises (Notification Fee) (England and Wales) Regulations 2007	Statutory Prescribed	
Notification of more than two machines	100		100	100		100			0%	Regulation 3 Gambling Act 2005 (Licensed Premises Gaming Machine Permits) (England and Wales) Regulations 2007	Statutory Prescribed	
Annual fee	50		50	50		50			0%	Regulation 5 Gambling Act 2005 (Licensed Premises Gaming Machine Permits) (England and Wales) Regulations 2007	Statutory Prescribed	

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	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18						
Club Gaming Permits	200		200	200		200			0%	Regulation 8 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory Prescribed	
Annual Fee	50		50	50		50			0%	Regulation 12 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory Prescribed	
Club Machine Permits	100		100	100		100			0%	Regulation 8 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory Prescribed	
Annual fee	50		50	50		50			0%	Regulation 12 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory Prescribed	
67 Annual renewal fees for large events 76a LA 2003 Premises/Clubs										Licensing Act 2003 (Fees) Regulations 2005		
Additional annual fees for capacities 5000 - 9999	500		500	500		500			0%	Regulation 5(4) & Schedule 5	Statutory Prescribed	
Additional annual fees for capacities 10000 - 14999	1,000		1,000	1,000		1,000			0%	As above	Statutory Prescribed	
Additional annual fees for capacities 15000 - 19999	2,000		2,000	2,000		2,000			0%	As above	Statutory Prescribed	
Additional annual fees for capacities 20000 - 29999	4,000		4,000	4,000		4,000			0%	As above	Statutory Prescribed	
Additional annual fees for capacities 30000 - 39999	8,000		8,000	8,000		8,000			0%	As above	Statutory Prescribed	
Additional annual fees for capacities 40000 - 49999	12,000		12,000	12,000		12,000			0%	As above	Statutory Prescribed	
Additional annual fees for capacities 50000 - 59999	16,000		16,000	16,000		16,000			0%	As above	Statutory Prescribed	
Additional annual fees for capacities 60000 - 69999	20,000		20,000	20,000		20,000			0%	As above	Statutory Prescribed	
Additional annual fees for capacities 70000 - 79999	24,000		24,000	24,000		24,000			0%	As above	Statutory Prescribed	
Additional annual fees for capacities 80000 - 89999	28,000		28,000	28,000		28,000			0%	As above	Statutory Prescribed	
Additional annual fees for capacities 90000 and over	32,000		32,000	32,000		32,000			0%	As above	Statutory Prescribed	
68. Special Treatments										s.7(6) London Local Authorities Act 1991		Non Executive Licensing - Council Approval Required
Grant of a new licence										As above		
Band A : Ear piercing only	198		198	205		205	121	84	4%	As above	Statutory Discretionary	
Band B - Aromatherapy, body massage, Champissage (Indian Head massage), Fairbane therapy/Tangent therapy, facials (basic only), Thermo auricular therapy (Hopi ear candles), holistic/remedial/therapeutic massage, Infra red, manicure (NOT NAIL EXTENSION), Marma therapy, Metamorphic Technique, pedicure, Polarity therapy, Qi Gong, Reiki, Reflexology, Shiatsu, Sports massage, Thai massage and all treatments in Band A.	390		390	406		406	322	84	4%	As above	Statutory Discretionary	
Band B (Domestic)- Aromatherapy, body massage, Champissage (Indian Head massage), Fairbane therapy/Tangent therapy, facials (basic only), Thermo auricular therapy (Hopi ear candles), holistic/remedial/therapeutic massage, Infra red, manicure (NOT NAIL EXTENSION), Marma therapy, Metamorphic Technique, pedicure, Polarity therapy, Qi Gong, Reiki, Reflexology, Shiatsu, Sports massage, Thai massage and all treatments in Band A.	175		175	182		182	98	84	4%	As above	Statutory Discretionary	

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Band C - Acupressure, Acupuncture, Bowen Technique, Colour therapy, Electrolysis, Advance electrolysis, Endermologie, Faradism, Foot Detox, Galvanism, Gyrotory Massage – G5, High Frequency, Korean Hand Therapy, Manual lymphatic drainage, Micro current therapy (non surgical face lifts), Micropigmentation (Semi Permanent Makeup), Moxabustion, Nail extensions, NAET, Roling, Sclerotherapy, Stone therapy, Trichology, Tui – na, Ultra sonic and all treatments in Band A and B.	595		595	620		620	536	84	4%	As above	Statutory Discretionary	
Band C (Domestic) - Acupressure, Acupuncture, Bowen Technique, Colour therapy, Electrolysis, Advance electrolysis, Endermologie, Faradism, Foot Detox, Galvanism, Gyrotory Massage – G5, High Frequency, Korean Hand Therapy, Manual lymphatic drainage, Micro current therapy (non surgical face lifts), Micropigmentation (Semi Permanent Makeup), Moxabustion, Nail extensions, NAET, Roling, Sclerotherapy, Stone therapy, Trichology, Tui – na, Ultra sonic and all treatments in Band A and B.	268		268	279		279	195	84	4%	As above	Statutory Discretionary	
Band D - Body piercing, beading, Bio Skin Jetting, Tattooing, Tattoo removal, Steam & Sauna Baths, Spa, Jacuzzi, Floatation tank, Hydrotherapy, Thalassotherapy & Ultra violet Tanning (Sun beds) and all treatments in Band A, B & C	790		790	824		824	740	84	4%	As above	Statutory Discretionary	
Band D (Domestic) - Body piercing, beading, Bio Skin Jetting, Tattooing, Tattoo removal, Steam & Sauna Baths, Spa, Jacuzzi, Floatation tank, Hydrotherapy, Thalassotherapy & Ultra violet Tanning (Sun beds) and all treatments in Band A, B & C	355		355	370		370	286	84	4%	As above	Statutory Discretionary	
Band E - Laser and intense pulse light treatments	675		675	704		704	620	84	4%	As above	Statutory Discretionary	
Band E (Domestic) - Laser and intense pulse light treatments	675		675	704		704	620	84	4%	As above	Statutory Discretionary	
Variation of licence	88		88	92		92	92	-	5%	As above	Statutory Discretionary	
69. Pet Shops												
Initial registration	253		253	264		264	180	84	4%	As above	Statutory Discretionary	Non Executive Licensing - Council Approval Required
Renewal	173		173	180		180	96	84	4%	As above	Statutory Discretionary	
Note: Plus fee for approved veterinary or other specialist inspection, fee structure aligned to Department of Business Innovation & Skills Guidance												
70. Sex Entertainment Venue												
Annual Licence New Grant	8,450		8,450	3,960		3,960	1,698	2,262	-53%	As above	Statutory Discretionary	Non Executive Licensing - Council Approval Required
Renewal	4,800		4,800	3,268		3,268	1,006	2,262	-32%	As above	Statutory Discretionary	
Variation (in combination with renewal)	1,210		1,210	1,065		1,065	1,065	0	-12%	As above	Statutory Discretionary	
Variation (mid term)	5,500		5,500	2,030		2,030	2,030	0	-63%	As above	Statutory Discretionary	
Transfer	1,220		1,220	701		701	701	0	-43%	As above	Statutory Discretionary	
71. Sex Shops												
Initial application	2,300		2,300	2,390		2,390	1,100	1,290	4%	As above	Statutory Discretionary	Non Executive Licensing - Council Approval Required
Renewal	1,150		1,150	1,195		1,195	500	695	4%	As above	Statutory Discretionary	
Application to transfer a sex shop licence	575		575	600		600	600	0	4%	As above	Statutory Discretionary	
72. Breeding Establishments for Dogs												
(a) Initial Registration	396		396	414		414	330	84	5%	As above	Statutory Discretionary	Non Executive Licensing - Council Approval Required

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(b) Renewal	218		218	226		226	142	84	4%	As above	Statutory Discretionary	
(c) Change to registration	55		55	57		57	57	0	4%	As above	Statutory Discretionary	
Note: Plus fee for approved veterinary or other specialist inspection												
74. Immigration Inspections (outside scope of VAT)										Housing Act 2004	Non Executive Licensing -	
** Note: The Council responding to requests, provides a letter to the British High Commission in respect of accommodation being fit for purpose.												
Inspection of property and provision of report for immigration purposes (within 10 working days).	145		145	151		151	151	0	4%		Discretionary	
Inspection of property and provision of report for immigration purposes (within 3 working days).	210		210	218		218	218	0	4%		Discretionary	
75. Scrap Metal and Salvage (outside scope of VAT)										Schedule 1, 6 Scrap Metal Dealers Act 2013 The Vehicle (Crime) Act 2001 Motor Salvage Operators Regulations 2002	Non Executive Licensing - Council Approval Required	
Scrap Metal dealers site licence/renewal	495		495	514		514	430	84	4%	Schedule 1, para 6 Scrap Metal Dealers Act 2013	Statutory Discretionary	
Scrap Metal dealers collectors licence/renewal	275		275	286		286	202	84	4%	As above	Statutory Discretionary	
Variation of site licence	430		430	447		447	447	-	4%	As above	Statutory Discretionary	
Variation of site licence (minor variation)	85		85	88		88	88	-	4%	As above	Statutory Discretionary	
Variation of collectors licence	222		222	231		231	231	-	4%	As above	Statutory Discretionary	
Variation of collectors licence (minor variation)	85		85	88		88	88	-	4%	As above	Statutory Discretionary	
76. Highways Enforcement (outside scope of VAT)										Skip licences - Highways Act 1980 s139 and Local Authorities (Transport Charges) Regulations 1998/948 Article 3, 4 and Schedule 1	Non Executive Licensing - Council Approval Required	
Where a non-licensed skip is found, a retrospective application fee of twice the standard is applied												
Skip (per month)	49		49	51		51	51	0	4%	As above	Statutory Discretionary	
Skip Renewal (per month)	44		44	46		46	46	0	5%	As above	Statutory Discretionary	
** Note: The deposit required from builders, developers, etc for the positioning of materials on the highway is £200. This deposit is fully or partially refunded, depending on any necessary repairs or reinstatement works. The change reflects increases in costs of works by contractors and protects the council if costs exceed the current amount of the deposit.												
77. Building Materials on the Highway (outside scope of VAT)										Skip licences - Highways Act 1980 s171 and Local Authorities (Transport Charges) Regulations 1998/948 Article 3, 4 and Schedule 1	Non Executive Licensing - Council Approval Required	

Community Fees & Charges

Appendix 1

Texts in *Italic* denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			Administration	Management and Enforcement	% change	Legislation giving power to charge	Basis for charging	Non Cabinet Approval note
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18						
83. Riding Establishments										s.1(2) Riding Establishments Act 1964		Non Executive Licensing - Council Approval Required
Application	365		365	380		380	296	84	4%	As above	Statutory Discretionary	
Renewal	218		218	226		226	142	84	4%	As above	Statutory Discretionary	
Application to change licence	55		55	57		57	57	-	4%	As above	Statutory Discretionary	
Note: Plus fee for approved veterinary or other specialist inspection, fee structure aligned to Department of Business Innovation & Skills Guidance												
84. Scaffolding Licence										s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1		Non Executive Licensing - Council Approval Required
** Note: The fee for scaffolding found without a licence requiring a 'retrospective' application is twice the initial first month fee. The fee for a 'retrospective' extension to the application is twice the subsequent month fee.												
Residential												
Up to 10 metres (first month)	145		145	151		151	151	-	4%	As above	Statutory Discretionary	
10-15 metres (first month)	167		167	174		174	174	-	4%	As above	Statutory Discretionary	
More than 15 metres (first month)	208		208	216		216	216	-	4%	As above	Statutory Discretionary	
Up to 10 metres (subsequent months)	117		117	121		121	121	-	3%	As above	Statutory Discretionary	
10-15 metres (subsequent months)	133		133	138		138	138	-	4%	As above	Statutory Discretionary	
More than 15 metres (subsequent months)	167		167	174		174	174	-	4%	As above	Statutory Discretionary	
Commercial												
Up to 15 metres (first month)	167		167	174		174	174	-	4%	As above	Statutory Discretionary	
More than 15 metres (first month)	208		208	216		216	216	-	4%	As above	Statutory Discretionary	
Up to 15 metres (subsequent months)	133		133	138		138	138	-	4%	As above	Statutory Discretionary	
More than 15 metres (subsequent months)	167		167	174		174	174	-	4%	As above	Statutory Discretionary	
Refundable deposit based on the area covered / enclosed by the structure - per sq.m:	16		16	17		17	17	-	6%	As above	Statutory Discretionary	
Application to extend a licence	55		55	57		57	57	-	4%	As above	Statutory Discretionary	
Additional charges per hour eg for attending site meeting	81		81	84		84	84	-	4%	As above	Statutory Discretionary	
85. Hoarding Licence										s.172-3 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1		Non Executive Licensing - Council Approval Required
** Note: Where hoarding is identified that does not have a licence the council may issue a licence whether or not prosecution is deemed appropriate. The fee for such a 'retrospective' application is twice the initial first month fee. The fee for a 'retrospective' extension to the application is twice the subsequent month fee. Officers will exercise discretion to make the standard charge where there is evidence that the company genuinely endeavoured to apply for the licence in advance or there was a genuine emergency.												
Residential												
Up to 10 metres (first month)	145		145	151		151	151	-	4%	As above	Statutory Discretionary	
10-15 metres (first month)	167		167	174		174	174	-	4%	As above	Statutory Discretionary	
More than 15 metres (first month)	208		208	216		216	216	-	4%	As above	Statutory Discretionary	
Up to 10 metres (subsequent months)	117		117	122		122	122	-	4%	As above	Statutory Discretionary	
10-15 metres (subsequent months)	133		133	138		138	138	-	4%	As above	Statutory Discretionary	

Community Fees & Charges

Appendix 1

Texts in *Italic* denote Statutory Fees

	Agreed charges 16/17			Proposed charges 17/18			Administration	Management and Enforcement	% change	Legislation giving power to charge	Basis for charging	Non Cabinet Approval note
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18						
More than 15 metres (subsequent months)	166		166	173		173	173	-	4%	As above	Statutory Discretionary	
Commercial												
Up to 15 metres (first month)	167		167	174		174	174	-	4%	As above	Statutory Discretionary	
More than 15 metres (first month)	208		208	216		216	216	-	4%	As above	Statutory Discretionary	
Up to 15 metres (subsequent months)	133		133	138		138	138	-	4%	As above	Statutory Discretionary	
More than 15 metres (subsequent months)	167		167	174		174	174	-	4%	As above	Statutory Discretionary	
Refundable deposit based on the area covered / enclosed by the structure - per sq.m:	16		16	17		17	17	-	6%	As above	Statutory Discretionary	
Application to extend a licence	55		55	57		57	57	-	4%	As above	Statutory Discretionary	
Additional charges per hour eg for attending site meeting	81		81	84		84	84	-	4%	As above	Statutory Discretionary	
86. Crane (Lifting Equipment) Licence												
Where a non-licensed crane is found, a retrospective application fee of twice the standard is applied										s.169/s.179 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1		Non Executive Licensing - Council Approval Required
Licence Administration Fee	208		208	216		216	216	0	4%	As above	Statutory Discretionary	
Deposit	520		520	540		540			4%	As above	Statutory Discretionary	
87. Advertising Board Licence												
Permission for a A1 (637 (width) x 1100 (height) x 800 (depth) mm) size advertising board on the public highway. No other sizes permitted												Non Executive Licensing - Council Approval Required
Permit per year	50		50	52		52	52	0	4%	s.115F(1) Highways Act 1980	Statutory Discretionary	
Penalty for non compliance under Highways Act 1980 and Planning legislation to recover all costs associated with the removal				cost recovery		cost recovery				s.115K(3) Highways Act 1980	Statutory Discretionary	
109. Street Trading												
Licence Administration fee (Applicable to all Licensing types, including variations and cancellations)	42		42	43.5		43.5	43.5	0	4%	London Local Authority Act (1990) as amended	Discretionary	Non Executive Licensing - Council Approval Required
Standalone street trading unit licence (e.g. stall)											Discretionary	
Up to 7 days (per trader)	18		18	18		18	18	0	0%		Discretionary	
Up to 2 months (per trader)	180		180	180		180	96	84	0%		Discretionary	
2 to 6 months (per trader)	400		400	400		400	316	84	0%		Discretionary	
7 to 12 months (per trader)	550		550	550		550	466	84	0%		Discretionary	
For markets of 10 or more stalls, additional costs apply as follows											Discretionary	
Market on the footway only	1250		1250	1300		1300	870	430	4%		Discretionary	
Front of Shop Displays (connected with business)- based on a standard single shop front											Discretionary	
12 Weeks Licence	312		312	312		312	209	103	0%		Discretionary	
1 Year Licence (15% discount)	1150		1150	1150		1150	770	380	0%		Discretionary	

Community Fees & Charges**Appendix 1***Texts in Italic denote Statutory Fees*

	Agreed charges 16/17			Proposed charges 17/18			Administration	Management and Enforcement	% change	Legislation giving power to charge	Basis for charging	Non Cabinet Approval note
	Basic	VAT 20%	Total 2016/17	Basic	VAT 20%	Total 2017/18						
Key												

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011