

*VAT charged at prevailing rate of 20%. This would be amended in line with changes to regulations

Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Legal							
CS156 A Certificate of Compliance	85.75	-	85.75	95.00	-	95.00	10.8%
DS1 or DS2 Land Registry Forms	85.75	-	85.75	95.00	-	95.00	10.8%
Deed Postponement of Discount	85.75	-	85.75	95.00	-	95.00	10.8%
Legal Photocopying Charges	48.25	-	48.25	54.00	-	54.00	11.9%
Reports on Title	139.25	27.85	167.10	154.17	30.83	185.00	10.7%
Boundary enquires	85.75	-	85.75	95.00	-	95.00	10.8%
Notice of Transfer/Charge refer to lease (NO VAT) : Reasonable unless specified in lease.	41.25	-	41.25	46.00	-	46.00	11.5%
Estate Management Booklet Search Fees:	15.50	-	15.50	17.00	-	17.00	9.7%
CON29	61.00	12.20	73.20	67.77	13.55	81.33	11.1%
CON29O questions 4-21	8.00	1.60	9.60	8.89	1.78	10.67	11.1%
CON29R question 22	18.00	3.60	21.60	20.00	4.00	24.00	11.1%
CON29R (extra parcels of land)	8.00	1.60	9.60	8.89	1.78	10.67	11.1%
Electoral Services							
Sale of electoral registers (data)	20.00	-	20.00	20.00	-	20.00	0.0%
plus per 1000 entries (data)	1.50	-	1.50	1.50	-	1.50	0.0%
Sale of electoral registers (printed)	10.00	-	10.00	10.00	-	10.00	0.0%
plus per 1000 entries (printed)	5.00	-	5.00	5.00	-	5.00	0.0%
Democratic Services							
Photocopying of information per A4 sheet	0.13	0.03	0.15	0.14	0.03	0.17	11.1%
Revenues and Benefits							
Court Costs for council tax & business rates	104.50	-	104.50	104.50	-	104.50	0.0%
Cemeteries							
Burial Fees							
Private Grave							
Coffin <=30" Wide and 78" Long^	795.00	-	795.00	885.00	-	885.00	11.3%

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Large Coffin/ Casket >30" Wide and 78" Long ^{^^}	1,165.00	-	1,165.00	1,295.00	-	1,295.00	11.2%
Additional Timber Shoring			New	POA		POA	
Public Grave	580.00	-	580.00	645.00	-	645.00	11.2%
Children's Grave	580.00	-	580.00	580.00	-	580.00	0.0%
Shallow Grave ^{^^}	1,050.00	-	1,050.00	1,165.00	-	1,165.00	11.0%
Immurement of Mausoleum Chamber ^{^^}	425.00	-	425.00	475.00	-	475.00	11.8%
Grant of Exclusive Right Fees							
Lawn Graves							
Coffin <=30" Wide and 78" Long ^{^^}	1,050.00	-	1,050.00	1,165.00	-	1,165.00	11.0%
Large Coffin/ Casket >30" Wide and 78" Long ^{^^}	1,575.00	-	1,575.00	1,750.00	-	1,750.00	11.1%
Premium Graves (Chosen by family - Additional Fee) ^{^^}	265.00	-	265.00	295.00	-	295.00	11.3%
Extension of Grant of Exclusive Right (Lawn Cemetery 10 Year Period) ^{^^}	580.00	-	580.00	645.00	-	645.00	11.2%
Reservation of Mausoleum Crypt (top and bottom vault Lawn Cemetery) (10 years)	N/A	N/A	N/A	1,500.00	-	1,500.00	New
Mausoleum Crypt (top and bottom vault Lawn Cemetery)	7,450.00	-	7,450.00	8,300.00	-	8,300.00	11.4%
Premium Mausoleum Crypt (middle vault Lawn Cemetery)	8,500.00	-	8,500.00	9,450.00	-	9,450.00	11.2%
Includes marble tablet with initial inscription. Bespoke artwork, photographs and vases will incur an additional charge - 75 years							
Transfer Ownership of Grant of Exclusive Right ^{^^}	55.00	0.00	55.00	60.00	-	60.00	9.1%
Official Copy of Grant of Exclusive Right/Search Fee ^{^^}	55.00	0.00	55.00	60.00	-	60.00	9.1%
Cremated Remains and Burial Fees							
Interment of Cremated Remains ^{^^}	265.00	0.00	265.00	295.00	-	295.00	11.3%
Strewing of Cremated Remains ^{^^}	160.00	0.00	160.00	180.00	-	180.00	12.5%
Immurement of cremated remains ^{^^}	105.00	0.00	105.00	120.00	-	120.00	14.3%
Second set of cremated remains - same time ^{^^}	105.00	0.00	105.00	120.00	-	120.00	14.3%
Cremated Remains within Coffin ^{^^}	105.00	0.00	105.00	120.00	-	120.00	14.3%
Cremated Remains License Fees							

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	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Cremated Remains Memorial Plot ^{^^}	525.00	0.00	525.00	600.00	-	600.00	14.3%
Commemorative Garden Tablet ^{^^}	425.00	0.00	425.00	500.00	-	500.00	17.6%
Half Size Lawn Grave ^{^^}	525.00	0.00	525.00	590.00	-	590.00	12.4%
Sanctum 2000 Vault (Hyde Cemetery) ^{^^}	790.00	0.00	790.00	880.00	-	880.00	11.4%
Memorial Garden Kerb (Hyde Cemetery) ^{^^}	315.00	0.00	315.00	350.00	-	350.00	11.1%
Additional 10 Year Licence Period ^{^^}	210.00	0.00	210.00	235.00	-	235.00	11.9%
Memorial Permit Fees							
Headstones - new and replacement memorials ^{^^}	210.00	-	210.00	235.00	-	235.00	11.9%
Tablet ^{^^}	105.00	-	105.00	120.00	-	120.00	14.3%
Vase ^{^^}	105.00	-	105.00	120.00	-	120.00	14.3%
Engrave an additional Subscription ^{^^}	105.00	-	105.00	120.00	-	120.00	14.3%
Kerb Setting (Hatfield Hyde) ^{^^}	265.00	-	265.00	300.00	-	300.00	13.2%
Fine for any convention to memorial regulation	525.00	-	525.00	590.00	-	590.00	12.4%
Permit to clean Memorial			New	30.00	-	30.00	
Permit to Repair Memorial			New	115.00	-	115.00	
^{^^} Non Residential fees - all of the above fees are trebled for a person who at the time of death resides outside the borough of Welwyn Hatfield. Any fees relating to the grave afterwards will also be trebled. The only exceptions to the trebling of fees are as follows:							
- If a resident is required to move out of the area for medical care or to any nursing home within the last 2 years due to ill-health, a standard fee would apply							
Cremations							
Adult cremation (18 years and older)	N/A	N/A	N/A	1,000.00	-	1,000.00	New
Child cremation (17 years and younger)	N/A	N/A	N/A	580.00	-	580.00	New
Direct Cremation (unattended with no service permitted)	N/A	N/A	N/A	500.00	-	500.00	New
Please note cremations to only take place between 9.30am - 4.30pm. No cremations to take place on Bank Holidays.							
Both Adult & Child cremation includes 60 minute slot, with 40 minute chapel service.							
Surcharges							

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	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Saturday cremation (additional cost to above)	N/A	N/A	N/A	250.00	-	250.00	New
Sunday cremation (additional cost to above)	N/A	N/A	N/A	500.00	-	500.00	New
Additional time/hire of chapel (60 minutes, with 40 minute chapel service included)	N/A	N/A	N/A	300.00	-	300.00	New
Miscellaneous Fees							
Memorial Plaque	N/A	N/A	N/A	POA	-	POA	POA
Inclusion of small photo/bespoke artwork	N/A	N/A	N/A	POA	-	POA	POA
Inclusion of large photo/bespoke artwork	N/A	N/A	N/A	POA	-	POA	POA
New plaque for Memorial Garden Kerb (Hyde Only)	N/A	N/A	N/A	POA	-	POA	POA
New tablet for Commemorative Garden Plot (Lawn Only)	N/A	N/A	N/A	POA	N/A	N/A	N/A
Plaque on Granite Memorial Bench	N/A	N/A	N/A	POA	N/A	N/A	N/A
Second Plaque on Existing Granite Bench	N/A	N/A	N/A	POA	N/A	N/A	N/A
Hourly rate for exhumations	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Late fee - per half hour	N/A	N/A	N/A	175.00	-	175.00	New
^ Subject to availability.							
Media Services							
Live webcast	N/A	N/A	N/A	40.00	-	40.00	New
Live, on demand (for 28 days) and downloadable webcast	N/A	N/A	N/A	60.00	-	60.00	New
Keepsake copy of webcast	N/A	N/A	N/A	65.00	-	65.00	New
Additional copy of webcast	N/A	N/A	N/A	30.00	-	30.00	New
Visual Tribute Services							
Halo Photo (Single photo shown throughout service or at specific time)	N/A	N/A	N/A	15.00	-	15.00	New
Additional single photo	N/A	N/A	N/A	15.00	-	15.00	New
Slideshow (up to 25 photos with simple fades)	N/A	N/A	N/A	35.00	-	35.00	New
Pro Tribute (up to 25 photos professionally edited, including video footage)	N/A	N/A	N/A	90.00	-	90.00	New

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Family-made (family -made video that is checked and prepared)	N/A	N/A	N/A	25.00	-	25.00	New
Keepsake copy of Visual Tribute	N/A	N/A	N/A	35.00	-	35.00	New
Downloadable Pro Tribute	N/A	N/A	N/A	15.00	-	15.00	New
Tribute Additions							
Additional 25 photos on Slide Show or Pro Tribute	N/A	N/A	N/A	30.00	-	30.00	New
Additional personalisation	N/A	N/A	N/A	30.00	-	30.00	New

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	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Prior approval applications comprising of a material change of use of any buildings or other land	96.00	-	96.00	96.00	-	96.00	0.0%
Prior approval applications comprising of associated operational development	206.00	-	206.00	206.00	-	206.00	0.0%
Commercial outline planning fees - Agricultural buildings on agricultural land (other than glasshouses)							
Site less than 2.5ha - price per 0.1ha	462.00	-	462.00	462.00	-	462.00	0.0%
Site greater than 2.5ha - plus fee per additional 0.1ha (maximum £25,000)	11,432.00	-	11,432.00	11,432.00	-	11,432.00	0.0%
	138.00	-	138.00	138.00	-	138.00	0.0%
Commercial planning fees - Other Agricultural Cases							
If less than 465sqm gross floor space created	96.00	-	96.00	96.00	-	96.00	0.0%
If between 465sqm - 540sqm gross floor space created	462.00	-	462.00	462.00	-	462.00	0.0%
If between 540sqm - 4215sqm gross floor space created	462.00	-	462.00	462.00	-	462.00	0.0%
plus fee per additional 75sqm above 540sqm	462.00	-	462.00	462.00	-	462.00	0.0%
If over 4215sqm floor space created	22,859.00	-	22,859.00	22,859.00	-	22,859.00	0.0%
plus fee per additional 75sqm above 4215sqm (maximum £250,000)	138.00	-	138.00	138.00	-	138.00	0.0%
Commercial planning fees - Glasshouses & poly tunnels agricultural land :-							
Up to 465sqm	96.00	-	96.00	96.00	-	96.00	0.0%
Exceeding 465sqm	2,580.00	-	2,580.00	2,580.00	-	2,580.00	0.0%
Erection, alteration or replacement of plant & machinery where site area does not exceed 5ha - fee per 0.1ha	462.00	-	462.00	462.00	-	462.00	0.0%
where site area exceeds 5ha - plus fee per additional 0.1 ha (maximum £250,000)	22,859.00	-	22,859.00	22,859.00	-	22,859.00	0.0%
	138.00	-	138.00	138.00	-	138.00	0.0%
Commercial planning fees - Operations connected with exploratory drilling for oil and gas :-							
Where site area does not exceed 7.5ha - fee for each 0.1 ha	508.00	-	508.00	508.00	-	508.00	0.0%
Where site area exceeds 7.5ha plus additional fee for each 0.1ha above 7.5ha (maximum £250,000)	38,070.00	-	38,070.00	38,070.00	-	38,070.00	0.0%
	151.00	-	151.00	151.00	-	151.00	0.0%
Commercial planning fees - operations not within the above categories :-							

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	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Where site area does not exceed 15ha - fee per 0.1ha	234.00	-	234.00	234.00	-	234.00	0.0%
Where site area exceeds 15ha - plus additional fee per 0.1ha above 15ha (maximum £250,000)	29,112.00 115.00	- -	29,112.00 115.00	29,112.00 115.00	- -	29,112.00 115.00	0.0%
Change of use of a building to one or more dwellings :-							
Where change is from a single dwelling to 50 or fewer dwellings - fee per dwelling	385.00	-	385.00	385.00	-	385.00	0.0%
51 or more dwellings - plus additional fee per dwelling over 50	19,049.00 115.00	- -	19,049.00 115.00	19,049.00 115.00	- -	19,049.00 115.00	0.0%
Other cases :-							
To 50 or fewer dwellings - fee per dwelling	462.00	-	462.00	462.00	-	462.00	0.0%
51 or more dwellings - plus additional fee per dwelling over 50 (maximum £250,000)	22,859.00 138.00	- -	22,859.00 138.00	22,859.00 138.00	- -	22,859.00 138.00	0.0%
Use of disposal of refuse or waste materials and open mineral storage							
Where site area does not exceed 15ha - fee for each 0.1 ha	234.00	-	234.00	234.00	-	234.00	0.0%
Where site area exceeds 15ha - plus additional fee per 0.1ha above 15ha (maximum £78,000)	34,934.00 138.00	- -	34,934.00 138.00	34,934.00 138.00	- -	34,934.00 138.00	0.0%
Other operations (not coming within any of the above categories) any site area each 0.1 hectare (or part there of) up to a maximum of £1,690	234.00	-	234.00	234.00	-	234.00	0.0%
Material change of use in land or buildings other than above	462.00	-	462.00	462.00	-	462.00	0.0%
Advertisements :-							
A1 - Business premises or other land within business curtilage relating to nature of business goods sold, services provided or name of persons undertaking business.	132.00	-	132.00	132.00	-	132.00	0.0%
A2 - Sign relating to business in the same locality as the site but not visible from that site.	132.00	-	132.00	132.00	-	132.00	0.0%
A3 - All other advertisements	462.00	-	462.00	462.00	-	462.00	0.0%
Variation of a Condition	234.00	-	234.00	234.00	-	234.00	0.0%

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	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Discharge of a Condition (for each request)							
Householder	34.00	-	34.00	34.00	-	34.00	0.0%
Other	116.00	-	116.00	116.00	-	116.00	0.0%
Non-material changes to Planning Permission							
Householder	34.00	-	34.00	34.00	-	34.00	0.0%
Other	234.00	-	234.00	234.00	-	234.00	0.0%
Retrospective Estate Management Consent	242.00	-	242.00	242.00	-	242.00	0.0%
S106/legal agreements / obligations (excludes any legal costs incurred by the Council which are paid by the							
Confirmation of compliance with clause(s)	257.14	51.43	308.57	285.83	57.17	343.00	11.2%
Discharge or modification of obligation to householder	-	-	-	-	-	-	
Discharge or modification of obligation (all except householder)	482.32	96.46	578.78	535.83	107.17	643.00	11.1%
New householder related with associated planning application	172.00	34.40	206.40	N/A	N/A	N/A	N/A
New for housing developments between 10 - 24 houses	618.46	123.69	742.15	N/A	N/A	N/A	N/A
New for housing developments between 25 - 100 houses	699.46	139.89	839.35	N/A	N/A	N/A	N/A
New for housing developments between 101 - 300 houses	957.56	191.51	1,149.07	N/A	N/A	N/A	N/A
Monitoring and Administration of s106 planning obligations - 5% of the total value of the contributions up to a maximum of £5,000.							
All legal costs for Section 106 Agreements and Unilateral Undertakings will be paid for by the Applicant. The Applicant will be provided with an hourly rate and an estimate of the total legal costs when Legal is first instructed. The Applicant is responsible for paying any abortive legal costs even if the matter is not proceeded with or if planning permission is ultimately refused.							
Pre Application Advice							
Detailed Written Advice							
Household	103.00	20.60	123.60	158.33	31.67	190.00	53.7%
Listed Building	206.00	41.20	247.20	229.17	45.83	275.00	11.2%
1-3 dwellings	412.00	82.40	494.40	458.33	91.67	550.00	11.2%
4-9 dwellings up to 999 sqm less than 0.5 hectares change of Use to 499 sqm	1,030.00	206.00	1,236.00	1,500.00	300.00	1,800.00	45.6%
10-24 dwellings Up to 1,999 sqm 0.5 - 1 hectares Change of Use 500+ sqm	3,090.00	618.00	3,708.00	3,433.33	686.67	4,120.00	11.1%
25-49 dwellings up to 4,999 sqm more than 1 hectare	5,150.00	1,030.00	6,180.00	5,720.83	1,144.17	6,865.00	11.1%
50-99 dwellings up to 10,000 sqm	6,180.00	1,236.00	7,416.00	6,866.67	1,373.33	8,240.00	11.1%
100+ dwellings more than 10,000 sqm/major development for listed building	Bespoke fees to be agreed with officers						

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Meeting to discuss the proposal							
Householder - max 1 hour	103.00	20.60	123.60	114.17	22.83	137.00	10.8%
Listed Building - to include Heritage Officer for max 1 hour	206.00	41.20	247.20	229.17	45.83	275.00	11.2%
1-3 dwellings - for max 1 hour	154.50	30.90	185.40	170.83	34.17	205.00	10.6%
4-9 dwellings up to 999 sqm less than 0.5 hectares change of Use to 499 sqm - for max 2 hours	309.00	61.80	370.80	341.67	68.33	410.00	10.6%
10-24 dwellings Up to 1,999 sqm 0.5 - 1 hectares Change of Use 500+ sqm - for max 2 hours	515.00	103.00	618.00	570.83	114.17	685.00	10.8%
25-49 dwellings up to 4,999 sqm more than 1 hectare for - max 2 hours	1,030.00	206.00	1,236.00	1,145.83	229.17	1,375.00	11.2%
50-99 dwellings up to 10,000 sqm - for max 2 hours	1,545.00	309.00	1,854.00	1,716.67	343.33	2,060.00	11.1%
100+ dwellings more than 10,000 sqm/major development for listed building	Bespoke fees to be agreed with officers						
The following would be in addition to the cost for drawing up and agreeing the Planning Performance Agreements. The list is indicative and some developments may require an assessment which is not listed below. This will not prevent the local planning authority from seeking to recover its costs in these areas.							
The Local Planning Authority will, for each development, keep a record of the costs and/or hours worked for each issue and will either refund to the developer any amount overpaid, or will require further funds should the sum paid not cover the costs.							
The following charges are given for a development of 100 houses and is indicative of the level and type of charges that could be incurred.							
Officer Time							
Principal Development Management Officer^	4,486.94	897.39	5,384.33	4,983.33	996.67	5,980.00	11.1%
Senior Development Management Officer ^	13,460.81	2,692.16	16,152.98	14,954.17	2,990.83	17,945.00	11.1%
^These charges are on the basis of a Senior Planning Officer leading the discussions for WHBC and upon four meetings. Different officers / number of meetings might result in a different charge. The appropriate officer to deal with a scheme will be determined by the Development Management team.							
Assessments							
Viability assessment	17,947.75	3,589.55	21,537.30	19,941.67	3,988.33	23,930.00	11.1%
Legal – re obligations/ advice	4,486.94	897.39	5,384.33	4,983.33	996.67	5,980.00	11.1%
Marketing assessment	8,973.87	1,794.77	10,768.65	9,970.83	1,994.17	11,965.00	11.1%
Daylight/Sunlight assessment	6,730.41	1,346.08	8,076.49	7,479.17	1,495.83	8,975.00	11.1%
Economic/Employment Statement	8,973.87	1,794.77	10,768.65	9,970.83	1,994.17	11,965.00	11.1%
Consultees							
Environmental Health –							
- Contaminated Land	897.39	179.48	1,076.87	995.83	199.17	1,195.00	11.0%
- Air Quality	448.69	89.74	538.43	500.00	100.00	600.00	11.4%

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	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
- Noise	358.96	71.79	430.75	400.00	80.00	480.00	11.4%
- Vibration	358.96	71.79	430.75	400.00	80.00	480.00	11.4%
- Odour	673.04	134.61	807.65	750.00	150.00	900.00	11.4%
- Lighting	448.69	89.74	538.43	500.00	100.00	600.00	11.4%
- Health Impact Assessments	448.69	89.74	538.43	500.00	100.00	600.00	11.4%
Landscaping (arboricultural implications)	448.69	89.74	538.43	500.00	100.00	600.00	11.4%
Conservation – Heritage	673.04	134.61	807.65	750.00	150.00	900.00	11.4%
Conservation – Biodiversity	448.69	89.74	538.43	500.00	100.00	600.00	11.4%
Archaeology	448.69	89.74	538.43	500.00	100.00	600.00	11.4%
Client Services	224.35	44.87	269.22	250.00	50.00	300.00	11.4%
Policy	897.39	179.48	1,076.87	995.83	199.17	1,195.00	11.0%
Housing Department (Affordable Housing)	897.39	179.48	1,076.87	995.83	199.17	1,195.00	11.0%
Amenity, Playspace, Open Space	897.39	179.48	1,076.87	995.83	199.17	1,195.00	11.0%
Structural Assessment of Building	448.69	89.74	538.43	500.00	100.00	600.00	11.4%
Estates Management Scheme							
Replacement – Genuinely Like for Like The replacement of an existing feature that will not alter its location, scale, appearance, design, materials and colour	Free	N/A	Free	Free	N/A	Free	0.0%
Environmental Projects The addition of environmental/alternative energy initiatives to the host property or land, such as rainwater harvesting, air source heat pumps, electric charging points, wall insulation, wind turbine, photovoltaic cells, solar hot water panels.	Free	N/A	Free	Free	N/A	Free	0.0%
Tree or Hedgerow Works : The removal or works to an existing tree 4 metres (15 feet) tall or greater. Application for the removal of a hedge.	Free	N/A	Free	Free	N/A	Free	0.0%
Small Projects: A proposed feature not currently present, or existing where the alteration is not replacing like for like on the property or land – small scale and impact. Examples may include: chimney, flue, guttering, hardstanding, sheds/fencing, aerials, soffits/bargeboards, lighting, external boilers.	50.00	-	50.00	75.00	-	75.00	50.0%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Medium Projects: A proposed feature not currently present, or existing where the alteration is not replacing like for like on the property or land – large scale and impact. Examples may include: external door/windows, loft conversion, replacement of roof, porch, balcony, garage, basement, swimming pool/garden.	100.00	-	100.00	140.00	-	140.00	40.0%
Major Projects : Extension to a property including front, rear and side extensions	£30 per sqm To max of £500 (17 sqm)	N/A	£30 per sqm To max of £500 (17 sqm)	£35 per sqm to max of £500	N/A	£35 per sqm to max of £500	16.7%
Multiple small to medium projects submitted at the same time by one applicant will be capped at £100 per grouped							
Planning Policy							
Planning Policy Documents							
Local Plan Consultation Document 2015	15.75	-	15.75	17.50	-	17.50	11.1%
postage and packing	3.15	0.63	3.78	3.50	0.70	4.20	11.1%
Local Plan Consultation Document Statement	30.47	-	30.47	33.85	-	33.85	11.1%
postage & packing	3.15	0.63	3.78	3.50	0.70	4.20	11.1%
Sustainability Appraisal Report and Appendices	47.28	-	47.28	52.50	-	52.50	11.0%
postage & packing	4.20	0.84	5.04	4.67	0.93	5.60	11.1%
Draft Infrastructure Delivery Plan 2015	15.76	-	15.76	17.50	-	17.50	11.0%
postage & packing	1.30	0.26	1.56	1.45	0.29	1.74	11.1%
District Plan Written Statement & Proposal Maps	57.78	-	57.78	64.20	-	64.20	11.1%
postage & packing	3.15	0.63	3.78	3.50	0.70	4.20	11.1%
Written Statement only	36.77	-	36.77	40.85	-	40.85	11.1%
postage & packing	3.15	0.63	3.78	3.50	0.70	4.20	11.1%
Proposal Maps only	21.01	-	21.01	23.35	-	23.35	11.1%
postage & packing	1.30	0.26	1.56	1.45	0.29	1.74	11.1%
Parking Standards adopted January 2004	21.01	-	21.01	23.35	-	23.35	11.1%
postage & packing	1.09	0.22	1.31	1.21	0.24	1.46	11.1%
Draft Local Plan Proposed Submission document August 2016	15.76	-	15.76	17.50	-	17.50	11.0%
postage & packing	3.15	0.63	3.78	3.50	0.70	4.20	11.1%
Draft Local Plan Proposed Submission Policies Maps August 2016	31.52	-	31.52	35.00	-	35.00	11.0%
postage & packing	3.15	0.63	3.78	3.50	0.70	4.20	11.1%
Summary and Guide	Free	Free	Free	Free	Free	Free	
postage & packing	1.26	0.25	1.51	1.40	0.28	1.68	11.1%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Sustainability Appraisal Non Technical Summary 2016	17.86	-	17.86	19.85	-	19.85	11.1%
postage & packing	1.47	0.29	1.77	1.63	0.33	1.96	11.1%
Sustainability Appraisal Report 2016	36.77	-	36.77	40.85	-	40.85	11.1%
postage & packing	3.15	0.63	3.78	3.50	0.70	4.20	11.1%
Sustainability Appraisal Appendices 1-5 2016	33.62	-	33.62	37.35	-	37.35	11.1%
postage & packing	3.15	0.63	3.78	3.50	0.70	4.20	11.1%
Sustainability Appraisal Annex 2016	42.02	-	42.02	46.70	-	46.70	11.1%
postage & packing	14.71	2.94	17.65	16.33	3.27	19.60	11.0%
Habitats Regulatory Assessment 2016	17.86	-	17.86	19.85	-	19.85	11.1%
postage & packing	1.47	0.29	1.77	1.63	0.33	1.96	11.1%
Green Corridor Strategic Framework Plan 2016	9.46	-	9.46	10.50	-	10.50	11.1%
postage & packing	1.69	0.34	2.03	1.88	0.38	2.25	10.9%
British Aerospace Supplementary Planning Guidance	10.51	-	10.51	11.70	-	11.70	11.4%
postage & packing	1.31	0.26	1.58	1.46	0.29	1.75	11.1%
Broadwater Road Supplementary Planning Document	15.76	-	15.76	17.50	-	17.50	11.0%
postage & packing	1.05	0.21	1.26	1.17	0.23	1.40	11.1%
Digswell Character Appraisal 2004	26.27	-	26.27	29.20	-	29.20	11.2%
postage & packing	1.05	0.21	1.26	1.17	0.23	1.40	11.1%
Welwyn Garden City Conservation Area Appraisal	15.76	-	15.76	17.50	-	17.50	11.0%
postage & packing	1.05	0.21	1.26	1.17	0.23	1.40	11.1%
High View Supplementary Planning Document	15.76	-	15.76	17.50	-	17.50	11.0%
postage & packing	1.05	0.21	1.26	1.17	0.23	1.40	11.1%
Welwyn Hatfield Green Belt Study Stage 3 August 2018	78.80	-	78.80	87.55	-	87.55	11.1%
postage & packing	14.71	2.94	17.65	16.33	3.27	19.60	11.0%
Supplementary Design Guidance	21.01	-	21.01	23.35	-	23.35	11.1%
postage & packing	1.09	0.22	1.31	1.21	0.24	1.46	11.1%
Consultation on sites promoted through the Call for Sites 2019	14.71	-	14.71	16.35	-	16.35	11.2%
postage & packing	2.10	0.42	2.52	2.33	0.47	2.80	11.1%
Estates							
Freehold Reversions - 999 year lease	475.00	95.00	570.00	529.17	105.83	635.00	11.4%
Freehold Reversions - 999 year lease - valuation	120.83	24.17	145.00	135.00	27.00	162.00	11.7%
Freehold Reversions - 99 year lease	475.00	95.00	570.00	529.17	105.83	635.00	11.4%
Freehold Reversions - 99 year lease - valuation	120.83	24.17	145.00	135.00	27.00	162.00	11.7%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Residential Long Lease Extensions - Houses	475.00	95.00	570.00	529.17	105.83	635.00	11.4%
Residential Long Lease Extension Valuations - Houses	120.83	24.17	145.00	135.00	27.00	162.00	11.7%
Residential Long Lease Extensions - Flats	945.00	189.00	1,134.00	1,050.00	210.00	1,260.00	11.1%
Residential Long Lease Extension Valuations - Flats	175.00	35.00	210.00	195.00	39.00	234.00	11.4%
Document copying - If from paper copy	55.00	11.00	66.00	61.67	12.33	74.00	12.1%
Assignments or Change of use or deed of Variation	929.17	185.83	1,115.00	1,050.00	210.00	1,260.00	13.0%
Grant of licences / land sales - HRA and GF	929.17	185.83	1,115.00	1,050.00	210.00	1,260.00	13.0%
Minor Asset Disposal Valuations (eg. Land Sale Requests & Hsg Garage Valuations)	200.00	40.00	240.00	225.00	45.00	270.00	12.5%
Development and Additional dwelling valuation	416.67	83.33	500.00	Replaced by Valuation Fee lines below			N/A
Valuation Fee - Covenant Consent - Driveway or creation of off road parking	N/A	N/A	N/A	250.00	50.00	300.00	N/A
Valuation Fee - Covenant Consent - Major Extension	N/A	N/A	N/A	750.00	150.00	900.00	N/A
Valuation Fee - Covenant Consent - 1 extra dwelling	N/A	N/A	N/A	1,250.00	250.00	1,500.00	N/A
Valuation Fee - Covenant Consent 2-3 extra dwellings	N/A	N/A	N/A	2,000.00	400.00	2,400.00	N/A
Valuation Fee - Covenant Consent 4+ additional dwellings	N/A	N/A	N/A	POA	POA	POA	N/A
by exchange of e-mails - minor works only where no valuation needed	68.33	13.67	82.00	79.17	15.83	95.00	15.9%
Restrictive Covenant Releases RTB's	5,610.00	1,122.00	6,732.00	Replaced by Legal Fees lines below.			N/A
Restrictive Covenant Releases Non - RTB	929.17	185.83	1,115.00				N/A
Legal Fees for deed documenting Covenant Consent for major works	N/A	N/A	N/A	1,025.00	205.00	1,230.00	N/A
Legal fees for deed documenting Covenant Consent release of single dwelling covenant and consent	N/A	N/A	N/A	1,650.00	330.00	1,980.00	N/A
Responses to LPE1's (managed blocks only)	50.00	10.00	60.00	75.00	15.00	90.00	50.0%
Local Searches - with Inspection (Title deeds submitted)	75.00	15.00	90.00	83.33	16.67	100.00	11.1%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Local Searches - with Inspection (without title deeds submitted)	100.00	20.00	120.00	112.50	22.50	135.00	12.5%
Valuation for consent under the single dwelling covenant for HMO	250.00	0.00	250.00	900.00	0.00	900.00	260.0%
Event Consent Request (non-commercial)	55.00	11.00	66.00	60.00	12.00	72.00	9.1%
Event Consent Request (commercial) < 300 people	100.00	20.00	120.00	150.00	30.00	180.00	50.0%
Event Consent Request (commercial) 300 - 499 people	250.00	50.00	300.00	279.17	55.83	335.00	11.7%
Event Consent Request (commercial) >=500 people	1,000.00	200.00	1,200.00	1,116.67	223.33	1,340.00	11.7%
Campus West							
Garden City Cinema - Monday to Thursday							
- Full Price	7.08	1.42	8.50	7.92	1.58	9.50	11.8%
- Concessions (U16 / Seniors / Student)	6.25	1.25	7.50	7.00	1.40	8.40	12.0%
- Full Price 3D Films	9.17	1.83	11.00	10.25	2.05	12.30	11.8%
- 3D Films Concession (U16 / Seniors / Student)	8.33	1.67	10.00	9.33	1.87	11.20	12.0%
- Screenings starting before 5pm No Zebra Discount	5.00	1.00	6.00	5.58	1.12	6.70	11.7%
- Friday to Sunday							
- Full Price	8.54	1.71	10.25	9.50	1.90	11.40	11.3%
- Concessions (U16 / Seniors / Student)	7.92	1.58	9.50	8.83	1.77	10.60	11.5%
- Full Price 3D Films	10.42	2.08	12.50	11.58	2.32	13.90	11.2%
- 3D Film Concessions (U16 / Seniors / Student)	9.58	1.92	11.50	10.67	2.13	12.80	11.3%
Hawthorne Theatre - Theatrical Hire Fee							
Monday to Wednesday							
8am to 4pm	1,072.92	214.58	1,287.50	1,200.00	240.00	1,440.00	11.8%
4pm to midnight	1,201.67	240.33	1,442.00	1,341.67	268.33	1,610.00	11.7%
Thursday to Sunday							
8am to 4pm	1,330.42	266.08	1,596.50	1,483.33	296.67	1,780.00	11.5%
4pm to midnight	1,587.92	317.58	1,905.50	1,766.67	353.33	2,120.00	11.3%
Screen Hire							
Screen 1							
8am to 1pm	429.17	85.83	515.00	483.33	96.67	580.00	12.6%
1pm - 4pm	429.17	85.83	515.00	483.33	96.67	580.00	12.6%
4pm - 11pm	429.17	85.83	515.00	483.33	96.67	580.00	12.6%
Screen 2							
8am to 1pm	643.75	128.75	772.50	716.67	143.33	860.00	11.3%
1pm - 4pm	643.75	128.75	772.50	716.67	143.33	860.00	11.3%
4pm - 11pm	643.75	128.75	772.50	716.67	143.33	860.00	11.3%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Roller City							
- Skate Admission Only	6.67	1.33	8.00	7.42	1.48	8.90	11.3%
- Skate Hire	2.50	0.50	3.00	2.83	0.57	3.40	13.3%
- Spectator Charge	4.58	0.92	5.50	5.17	1.03	6.20	12.8%
Soft Play City							
Children 12 month or under	Free	Free	Free	Free	Free	Free	
Children 1 to 3 years	4.33	0.87	5.20	4.83	0.97	5.80	11.6%
Children 4 to 9 years	6.00	1.20	7.20	6.67	1.33	8.00	11.1%
Accompanying Adults	4.17	0.83	5.00	4.67	0.93	5.60	11.9%
Registered Child Minder (Mon to Fri only)	Free	Free	Free	Free	Free	Free	
Mill Green Museum & Welwyn Roman Baths							
Adult entry fee single (same for both sites)	5.00	-	5.00	5.60	-	5.60	12.0%
Child entry fee single (same for both sites)	1.50	-	1.50	1.70	-	1.70	13.3%
Special Events for Children (maximum charge)	7.50	-	7.50	8.40	-	8.40	12.0%
Children's drop in activity (minimum charge)	5.00	-	5.00	5.60	-	5.60	12.0%
General School visit (informal session)	5.25	-	5.25	5.90	-	5.90	12.4%
Extra Charge for Miller (on non milling days)	52.00	-	52.00	60.00	-	60.00	15.4%
Taught lesson (standard) per child	7.50	-	7.50	8.40	-	8.40	12.0%
Minimum charge (up to 30 children)	225.00	-	225.00	250.00	-	250.00	11.1%
Combined visit to Museum and Roman Bath House per child	9.50	-	9.50	10.60	-	10.60	11.6%
Private Hire of Study Area (1/2 day)	100.00	-	100.00	115.00	-	115.00	15.0%
Private Hire of Study Area (full day)	190.00	-	190.00	215.00	-	215.00	13.2%
Photocopying - single sheet	0.67	0.13	0.80	0.75	0.15	0.90	11.9%
Photocopying - double sided	1.00	0.20	1.20	1.17	0.23	1.40	17.1%
Digital Capture (by Staff) 5 copies (same/different)	29.75	5.95	35.70	33.33	6.67	40.00	12.0%
Digital capture (1 image)	4.60	0.00	4.60	5.20	0.00	5.20	13.0%
Reproduction Rights							
Works by national / non-Herts Museums - one country	45.84	9.17	55.00	54.17	10.83	65.00	18.2%
Works by national / non-Herts Museums - worldwide	91.67	18.33	110.00	104.17	20.83	125.00	13.6%
Self publishing: local history (print run <10)	5.83	1.17	7.00	6.50	1.30	7.80	11.5%
Self publishing: local history (print run >10 <500)	11.25	2.25	13.50	12.50	2.50	15.00	11.1%
Academic / local history (print run < 2,000)**	34.59	6.92	41.50	39.17	7.83	47.00	13.2%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Academic / local history (print run > 2,000)**	57.08	11.42	68.50	63.33	12.67	76.00	11.0%
Commercial / non-academic (print run < 500)**	30.00	6.00	36.00	33.33	6.67	40.00	11.1%
Commercial / non-academic (print run > 500 < 2,000)**	57.08	11.42	68.50	63.33	12.67	76.00	11.0%
Commercial / non-academic (print run > 2,000)**	71.67	14.33	86.00	83.33	16.67	100.00	16.3%
Newspapers / magazines - National**	142.92	28.58	171.50	160.00	32.00	192.00	12.0%
Newspapers / magazines - Local**	71.67	14.33	86.00	80.00	16.00	96.00	11.6%
Internet / Website - commercial / individual*	19.25	3.85	23.10	21.67	4.33	26.00	12.6%
Internet / Website - academic**	5.00	1.00	6.00	5.58	1.12	6.70	11.7%
External exhibition loans - national / commercial	75.83	15.17	91.00	87.50	17.50	105.00	15.4%
Public / educational talks - national / commercial	38.33	7.67	46.00	43.33	8.67	52.00	13.1%
Email of each Digital Image	2.50	0.50	3.00	2.83	0.57	3.40	13.3%
Commercial Requests upon application	POA	POA	POA	POA	POA	POA	
Archaeology Deposits (single item / box)	POA	POA	POA	POA	POA	POA	
**Fees doubled for worldwide usage							
Room/Hall Hire							
Campus West / Vineyard Barn / Hazel Grove / Panshanger							
- Keep Fit (per session)	6.00	1.20	7.20	6.67	1.33	8.00	11.1%
- Fitness (per session)	6.00	1.20	7.20	6.67	1.33	8.00	11.1%
- Children's Parties (per party)	129.17	25.83	155.00	145.83	29.17	175.00	12.9%
Community Centres - Room Hires (Hazel Grove, Vineyard Barn, Panshanger, Hilltop)							
Large Rooms (per hour)	21.00	0.00	21.00	23.50	0.00	23.50	11.9%
Small Rooms (per hour)	19.00	0.00	19.00	21.50	0.00	21.50	13.2%
Sheridan Studio At Campus West (per hour)	21.67	4.33	26.00	24.17	4.83	29.00	11.5%
Hatfield Stage Hire Fees							
Hiring of stage	POA	POA	POA	POA	POA	POA	N/A
Car Parking							
Northaw Great Wood							
Annual car parking permit	16.67	3.33	20.00	25.00	5.00	30.00	50.0%
Parking Permits							
Resident motorcycle (per annum)	11.00	-	11.00	21.00	-	21.00	90.9%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Resident first vehicle (per annum)	30.00	-	30.00	40.00	-	40.00	33.3%
Resident second vehicle (per annum)	50.00	-	50.00	65.00	-	65.00	30.0%
Resident third vehicle (per annum)	70.00	-	70.00	85.00	-	85.00	21.4%
Carers permit (per annum)	24.00	-	24.00	27.00	-	27.00	12.5%
Business Vehicle (per annum)	245.00	-	245.00	255.00	-	255.00	4.1%
Pack of 20 daily visitor vouchers	11.00	-	11.00	20.00	-	20.00	81.8%
Refund request (admin fee)	5.50	-	5.50	10.00	-	10.00	81.8%
Change of address/vehicle (admin fee)	5.50	-	5.50	10.00	-	10.00	81.8%
Hatfield Multi-Storey							
0 - 3 Hours	Free	Free	Free	Free	Free	Free	
3 - 4 Hours	2.92	0.58	3.50	3.25	0.65	3.90	11.3%
Daily Tickets 4+ hrs (Mon -	5.42	1.08	6.50	6.00	1.20	7.20	10.7%
Hunters Bridge (Monday - Saturday)							
0 - 30 minutes	Free	Free	Free	Free	Free	Free	
30 minutes - 2 hours	1.33	0.27	1.60	1.50	0.30	1.80	12.8%
2 - 3 hours	2.17	0.43	2.60	2.42	0.48	2.90	11.6%
3 - 4 hours	3.00	0.60	3.60	3.33	0.67	4.00	11.1%
Daily tickets 4 + hrs (Mon - Sat)	5.50	1.10	6.60	6.08	1.22	7.30	10.6%
Hunters Bridge (Sunday)							
0 - 30 minutes	Free	Free	Free	Free	Free	Free	
Sunday (daily)	0.92	0.18	1.10	1.08	0.22	1.30	17.8%
Campus West (Monday - Saturday)							
0 - 30 minutes	Free	Free	Free	Free	Free	Free	
30 minutes - 2 hours	1.33	0.27	1.60	1.50	0.30	1.80	12.8%
2 - 3 hours	2.17	0.43	2.60	2.42	0.48	2.90	11.6%
3 - 4 hours	3.00	0.60	3.60	3.33	0.67	4.00	11.1%
Daily tickets 4 + hrs (Mon - Sat)	5.50	1.10	6.60	6.08	1.22	7.30	10.6%
Campus West (Sunday)							
0 - 30 minutes	Free	Free	Free	Free	Free	Free	
Sunday (daily)	0.92	0.18	1.10	1.08	0.22	1.30	17.8%
Cherry Tree (Monday - Saturday)							
0 - 30 minutes	Free	Free	Free	Free	Free	Free	
30 mins - 2 hours*	-	-	-	1.50	0.30	1.80	New
2 - 3 hours	2.17	0.43	2.60	2.42	0.48	2.90	11.4%
3 - 4 hours	3.00	0.60	3.60	3.33	0.67	4.00	11.1%
Daily tickets 4 + hrs	5.50	1.10	6.60	6.08	1.22	7.30	10.6%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
<i>*Parking charge time bandings have changed for 2023/24 to ensure consistency between this and other car parks</i>							
Cherry Tree (Sunday)							
0 - 30 minutes	Free	Free	Free	Free	Free	Free	
Sunday (daily)	0.92	0.18	1.10	1.08	0.22	1.30	17.8%
Campus East (Monday - Sunday)							
0 - 30 minutes*	-	-	-	Free	Free	Free	New
30 mins - 2 hours*	-	-	-	1.50	0.30	1.80	New
2 - 3 hours*	-	-	-	2.42	0.48	2.90	New
3 - 4 hours*	-	-	-	3.33	0.67	4.00	New
Daily tickets 4 + hrs*	-	-	-	6.08	1.22	7.30	New
0 - 30 minutes*	-	-	-	Free	Free	Free	New
Sunday (daily)	0.92	0.18	1.10	1.08	0.22	1.30	17.8%
<i>*Parking charge time bandings have changed for 2023/24 to ensure consistency between this and other car parks</i>							
Season Tickets:							
Hatfield Multi-Storey, Kennelwood Lane, Dog Kennel Lane							
3 month season ticket - standard	41.67	8.33	50.00	79.17	15.83	95.00	90.0%
Annual Ticket	166.67	33.33	200.00	229.17	45.83	275.00	37.5%
Campus West:							
1 month season ticket - standard	75.38	15.08	98.00	91.67	18.33	110.00	12.2%
3 month season ticket - standard	241.67	48.33	290.00	258.33	51.67	310.00	6.9%
1 month season ticket - worker/resident	72.50	14.50	87.00	79.17	15.83	95.00	9.2%
3 month season ticket - worker / resident	216.67	43.33	260.00	229.17	45.83	275.00	5.8%
Campus East Lower							
1 month season ticket - standard	75.38	15.08	98.00	91.67	18.33	110.00	12.2%
3 month season ticket - standard	241.67	48.33	290.00	258.33	51.67	310.00	6.9%
1 month season ticket - worker/resident /student	72.50	14.50	87.00	79.17	15.83	95.00	9.2%
3 month season ticket - worker / resident/ student	216.67	43.33	260.00	229.17	45.83	275.00	5.8%
Hunters Bridge							
1 month season ticket - standard	75.38	15.08	98.00	91.67	18.33	110.00	12.2%

**VAT charged at prevailing rate of 20%. This would be amended in line with changes to regulations*

Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
3 month season ticket - standard	241.67	48.33	290.00	258.33	51.67	310.00	6.9%
1 month season ticket - worker / resident	72.50	14.50	87.00	79.17	15.83	95.00	9.2%
3 month season ticket - worker / resident	216.67	43.33	260.00	229.17	45.83	275.00	5.8%
Cancellation Fees relating to Season Tickets given up before their expiry date	12.92	2.58	15.50	20.83	4.17	25.00	61.2%
Civil Parking Enforcement : Dispensations	12.92	2.58	15.50	20.83	4.17	25.00	61.2%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Licensing							
Animal Activities							
Home Dog boarding or Day Care/ Commercial up to ten dogs 1 year:							
On Application	275.00	-	275.00	303.00	-	303.00	10.2%
On Issue	32.00	-	32.00	36.00	-	36.00	12.5%
Home Dog boarding or Day Care/ Commercial up to ten dogs 2 years:							
On Application	275.00	-	275.00	303.00	-	303.00	10.2%
On Issue	76.50	-	76.50	85.00	-	85.00	11.1%
Renewal 1 year - On application	241.00	-	241.00	266.00	-	266.00	10.4%
Renewal 1 year - On issue	37.10	-	37.10	41.00	-	41.00	10.5%
Application	241.00	-	241.00	266.00	-	266.00	10.4%
Renewal 2 year - On Issue	102.00	-	102.00	113.00	-	113.00	10.8%
Application	241.00	-	241.00	266.00	-	266.00	10.4%
Renewal 3 year - On Issue	123.00	-	123.00	136.00	-	136.00	10.6%
Dog/Cat commercial over ten dogs - 1 Year							
On Application	295.00	-	295.00	325.00	-	325.00	10.2%
On Issue	39.50	-	39.50	44.00	-	44.00	11.4%
Dog/Cat commercial over ten dogs -2 year							
On Application	295.00	-	295.00	325.00	-	325.00	10.2%
On Issue	92.70	-	92.70	102.00	-	102.00	10.0%
application	270.00	-	270.00	298.00	-	298.00	10.4%
Renewal 1 year - On issue	32.00	-	32.00	36.00	-	36.00	12.5%
Application	287.50	-	287.50	317.00	-	317.00	10.3%
Renewal 2 year - On Issue	92.00	-	92.00	102.00	-	102.00	10.9%
Application	295.00	-	295.00	325.00	-	325.00	10.2%
Renewal 3 year - On Issue	144.00	-	144.00	159.00	-	159.00	10.4%
Arranging boarding/franchise No dogs New and renewal							
On Application	246.50	-	246.50	272.00	-	272.00	10.3%
On Issue	32.00	-	32.00	36.00	-	36.00	12.5%
Variation franchise	51.50	-	51.50	57.00	-	57.00	10.7%
Inspection of new franchisee no licence 1 year							
On Application	230.00	-	230.00	255.00	-	255.00	10.9%
On Issue	16.50	-	16.50	19.00	-	19.00	15.2%
Inspection of new franchisee no licence 2 year							
On Application	231.00	-	231.00	255.00	-	255.00	10.4%
On Issue	42.50	-	42.50	47.00	-	47.00	10.6%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Inspection of new franchisee no licence 3 year							
On Application	225.50	-	225.50	249.00	-	249.00	10.4%
On Issue	81.50	-	81.50	90.00	-	90.00	10.4%
application	222.50	-	222.50	245.00	-	245.00	10.1%
Renewal 1 year - On issue	16.50	-	16.50	19.00	-	19.00	15.2%
Application	215.50	-	215.50	238.00	-	238.00	10.4%
Renewal 2 year - On Issue	42.50	-	42.50	47.00	-	47.00	10.6%
Application	206.00	-	206.00	227.00	-	227.00	10.2%
Renewal 3 year - On Issue	81.50	-	81.50	90.00	-	90.00	10.4%
Dog Breeding New 1 year							
On Application	282.00	-	282.00	311.00	-	311.00	10.3%
On Issue	31.00	-	31.00	35.00	-	35.00	12.9%
Dog Breeding New 2 years							
On Application	281.19	-	281.19	310.00	-	310.00	10.2%
On Issue	80.00	-	80.00	89.00	-	89.00	11.3%
Dog Breeding Renewal 1 year							
On Application	260.00	-	260.00	287.00	-	287.00	10.4%
On Issue	31.00	-	31.00	35.00	-	35.00	12.9%
Dog Breeding Renewal 2 year							
On Application	242.00	-	242.00	267.00	-	267.00	10.3%
On Issue	82.50	-	82.50	91.00	-	91.00	10.3%
Dog Breeding Renewal 3 year							
On Application	258.50	-	258.50	285.00	-	285.00	10.3%
On Issue	133.00	-	133.00	147.00	-	147.00	10.5%
Selling animals as Pets New 1 year							
On Application	275.00	-	275.00	303.00	-	303.00	10.2%
On Issue	32.00	-	32.00	36.00	-	36.00	12.5%
Selling animals as pets New 2 year							
On Application	272.00	-	272.00	300.00	-	300.00	10.3%
On Issue	96.00	-	96.00	106.00	-	106.00	10.4%
Selling animals as pets							
Renewal 1 year - On application	264.00	-	264.00	291.00	-	291.00	10.2%
Renewal 1 year - On issue	32.00	-	32.00	36.00	-	36.00	12.5%
Renewal 2 year - On Application	266.00	-	266.00	293.00	-	293.00	10.2%
Renewal 2 year - On Issue	85.50	-	85.50	95.00	-	95.00	11.1%
Renewal 3 year - On Application	273.00	-	273.00	301.00	-	301.00	10.3%
Renewal 3 year - On Issue	144.00	-	144.00	159.00	-	159.00	10.4%
Riding Establishments - New 1 Year							
On Application	294.00	-	294.00	324.00	-	324.00	10.2%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
On Issue	32.00	-	32.00	36.00	-	36.00	12.5%
Riding Establishments - New 2 years							
On Application	295.00	-	295.00	325.00	-	325.00	10.2%
On Issue	96.00	-	96.00	114.00	-	114.00	18.8%
Renewal 1 year - On application	285.00	-	285.00	314.00	-	314.00	10.2%
Renewal 1 year - On issue	32.00	-	32.00	114.00	-	114.00	256.3%
Renewal 2 year - On Application	285.00	-	285.00	N/A	N/A	N/A	N/A
Renewal 2 year - On Issue	96.00	-	96.00	N/A	N/A	N/A	N/A
Renewal 3 year - On Application	285.00	-	285.00	N/A	N/A	N/A	N/A
Renewal 3 year - On Issue	152.50	-	152.50	N/A	N/A	N/A	N/A
Keeping or training animals for exhibition - 3 years							
On Application	266.00	-	266.00	293.00	-	293.00	10.2%
On Issue	32.00	-	32.00	36.00	-	36.00	12.5%
Combination of activities equal to highest fee plus 50% of each additional licensable activity							
Re evaluation of inspection rating	103.00	-	103.00	114.00	-	114.00	10.7%
Re visit- appeals fee applies unless higher rating achieved	103.00	-	103.00	114.00	-	114.00	10.7%
Variation all types except franchises	206.00	-	206.00	227.00	-	227.00	10.2%
Transfer due to death of licensee	20.60	-	20.60	23.00	-	23.00	11.7%
Copy of licence	12.50	-	12.50	14.00	-	14.00	12.0%
Ear Piercing	222.00	-	222.00	245.00	-	245.00	10.4%
Tattooing/Other	278.00	-	278.00	307.00	-	307.00	10.4%
Change of details on registration certificate	28.00	-	28.00	31.00	-	31.00	10.7%
Dangerous Wild Animals	322.00	-	322.00	355.00	-	355.00	10.2%
Zoos	515.50	-	515.50	568.00	-	568.00	10.2%
Gaming Machine Permits							
Two machines on licensed premises	50.00	-	50.00	50.00	-	50.00	0.0%
Grant	150.00	-	150.00	150.00	-	150.00	0.0%
More than two machines existing	100.00	-	100.00	100.00	-	100.00	0.0%
More than two machines other cases	150.00	-	150.00	150.00	-	150.00	0.0%
More than two machines variation	100.00	-	100.00	100.00	-	100.00	0.0%
More than two machines transferred	25.00	-	25.00	25.00	-	25.00	0.0%
Annual Fees	50.00	-	50.00	50.00	-	50.00	0.0%
Substitute Name	25.00	-	25.00	25.00	-	25.00	0.0%
Copy of Permit	15.00	-	15.00	15.00	-	15.00	0.0%
Club Gaming Permits Club machine permits							

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Two machines on licensed premises	50.00	-	50.00	50.00	-	50.00	0.0%
Grant	200.00	-	200.00	200.00	-	200.00	0.0%
Grant (Club premises certificate holder)	100.00	-	100.00	100.00	-	100.00	0.0%
More than two machines variation	100.00	-	100.00	100.00	-	100.00	0.0%
Renewal	200.00	-	200.00	200.00	-	200.00	0.0%
Renewal (Club premises certificate holder)	100.00	-	100.00	100.00	-	100.00	0.0%
Annual Fees	50.00	-	50.00	50.00	-	50.00	0.0%
Substitute Name	25.00	-	25.00	25.00	-	25.00	0.0%
Copy of Permit	15.00	-	15.00	15.00	-	15.00	0.0%
Gambling Premises new application							
New Small Casino	8,000.00	-	8,000.00	8,000.00	-	8,000.00	0.0%
New Large Casino	10,000.00	-	10,000.00	10,000.00	-	10,000.00	0.0%
Regional Casino	15,000.00	-	15,000.00	15,000.00	-	15,000.00	0.0%
Bingo Club	1,775.00	-	1,775.00	1,970.00	-	1,970.00	11.0%
Betting premises (excluding tracks)	1,664.00	-	1,664.00	1,850.00	-	1,850.00	11.2%
Tracks	2,500.00	-	2,500.00	2,500.00	-	2,500.00	0.0%
Family Entertainment Centre	1,331.01	-	1,331.01	1,480.00	-	1,480.00	11.2%
Adult Gaming Centre	1,331.01	-	1,331.01	1,480.00	-	1,480.00	11.2%
Gambling Premises annual fee							
New Small Casino	5,000.00	-	5,000.00	5,000.00	-	5,000.00	0.0%
New Large Casino	10,000.00	-	10,000.00	10,000.00	-	10,000.00	0.0%
Regional Casino	15,000.00	-	15,000.00	15,000.00	-	15,000.00	0.0%
Bingo Club	555.00	-	555.00	617.00	-	617.00	11.2%
Betting premises (excluding tracks)	333.00	-	333.00	370.00	-	370.00	11.1%
Tracks	1,000.00	-	1,000.00	1,000.00	-	1,000.00	0.0%
Family Entertainment Centre	333.00	-	333.00	370.00	-	370.00	11.1%
Adult Gaming Centre	555.00	-	555.00	617.00	-	617.00	11.2%
Gambling Premises application for a provisional statement							
New Small Casino	8,000.00	-	8,000.00	8,000.00	-	8,000.00	0.0%
New Large Casino	10,000.00	-	10,000.00	10,000.00	-	10,000.00	0.0%
Regional Casino	15,000.00	-	15,000.00	15,000.00	-	15,000.00	0.0%
Bingo Club	1,775.00	-	1,775.00	1,970.00	-	1,970.00	11.0%
Betting premises (excluding tracks)	1,441.92	-	1,441.92	1,600.00	-	1,600.00	11.0%
Tracks	2,500.00	-	2,500.00	2,500.00	-	2,500.00	0.0%
Family Entertainment Centre	1,442.00	-	1,442.00	1,600.00	-	1,600.00	11.0%
Adult Gaming Centre	1,261.00	-	1,261.00	1,400.00	-	1,400.00	11.0%
Gambling Premises application for transfer							
New Small Casino	1,800.00	-	1,800.00	1,800.00	-	1,800.00	0.0%
New Large Casino	2,150.00	-	2,150.00	2,150.00	-	2,150.00	0.0%
Regional Casino	6,500.00	-	6,500.00	6,500.00	-	6,500.00	0.0%
Bingo Club	772.63	-	772.63	860.00	-	860.00	11.3%
Betting premises (excluding tracks)	772.63	-	772.63	860.00	-	860.00	11.3%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Tracks	950.00	-	950.00	950.00	-	950.00	0.0%
Family Entertainment Centre	541.00	-	541.00	600.00	-	600.00	10.9%
Adult Gaming Centre	649.50	-	649.50	720.00	-	720.00	10.9%
Gambling Premises application to vary							
New Small Casino	4,000.00	-	4,000.00	4,000.00	-	4,000.00	0.0%
New Large Casino	5,000.00	-	5,000.00	5,000.00	-	5,000.00	0.0%
Regional Casino	7,500.00	-	7,500.00	7,500.00	-	7,500.00	0.0%
Bingo Club	1,623.00	-	1,623.00	1,750.00	-	1,750.00	7.8%
Betting premises (excluding tracks)	1,442.00	-	1,442.00	1,500.00	-	1,500.00	4.0%
Tracks	1,250.00	-	1,250.00	1,250.00	-	1,250.00	0.0%
Family Entertainment Centre	665.50	-	665.50	740.00	-	740.00	11.2%
Adult Gaming Centre	665.50	-	665.50	740.00	-	740.00	11.2%
Gambling Premises application for reinstatement							
New Small Casino	1,800.00	-	1,800.00	1,800.00	-	1,800.00	0.0%
New Large Casino	2,150.00	-	2,150.00	2,150.00	-	2,150.00	0.0%
Regional Casino	6,500.00	-	6,500.00	6,500.00	-	6,500.00	0.0%
Bingo Club	772.63	-	772.63	860.00	-	860.00	11.3%
Betting premises (excluding tracks)	772.63	-	772.63	860.00	-	860.00	11.3%
Tracks	950.00	-	950.00	950.00	-	950.00	0.0%
Family Entertainment Centre	542.00	-	542.00	600.00	-	600.00	10.7%
Adult Gaming Centre	758.00	-	758.00	840.00	-	840.00	10.8%
Gambling Premises provisional statement holders							
New Small Casino	3,000.00	-	3,000.00	3,000.00	-	3,000.00	0.0%
New Large Casino	5,000.00	-	5,000.00	5,000.00	-	5,000.00	0.0%
Regional Casino	8,000.00	-	8,000.00	8,000.00	-	8,000.00	0.0%
Bingo Club	772.63	-	772.63	860.00	-	860.00	11.3%
Betting premises (excluding tracks)	772.63	-	772.63	860.00	-	860.00	11.3%
Tracks	950.00	-	950.00	950.00	-	950.00	0.0%
Family Entertainment Centre	828.36	-	828.36	920.00	-	920.00	11.1%
Adult Gaming Centre	828.36	-	828.36	920.00	-	920.00	11.1%
Other							
Sex Shop or Sex Cinema	695.48	-	695.48	770.00	-	770.00	10.7%
Sexual Entertainment Venue	695.48	-	695.48	770.00	-	770.00	10.7%
Hypnotism application	171.45	-	171.45	190.00	-	190.00	10.8%
Gambling Premises notification of change	50.00	-	50.00	50.00	-	50.00	0.0%
Gambling Premises copy of Licence	25.00	-	25.00	25.00	-	25.00	0.0%
Lottery Registration	40.00	-	40.00	40.00	-	40.00	0.0%
Lottery Renewal	20.00	-	20.00	20.00	-	20.00	0.0%
Scrap Metal							
Site Licence Application	826.00	-	826.00	920.00	-	920.00	11.4%
Collectors Licence Application	690.89	-	690.89	770.00	-	770.00	11.4%
Site Licence Renewal	560.19	-	560.19	620.00	-	620.00	10.7%
Collectors Licence Renewal	532.73	-	532.73	590.00	-	590.00	10.8%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Variation (site licence to collectors licence)	91.17	-	91.17	100.00	-	100.00	9.7%
Variation (collectors licence to site licence)	164.76	-	164.76	185.00	-	185.00	12.3%
Change of site	91.17	-	91.17	100.00	-	100.00	9.7%
Change of site manager	73.59	-	73.59	82.00	-	82.00	11.4%
Change of name or address	51.62	-	51.62	57.00	-	57.00	10.4%
Premises & Clubs - new applications							
Rateable value :- Band A	100.00	-	100.00	100.00	-	100.00	0.0%
:- Band B	190.00	-	190.00	190.00	-	190.00	0.0%
:- Band C	315.00	-	315.00	315.00	-	315.00	0.0%
:- Band D	450.00	-	450.00	450.00	-	450.00	0.0%
:- Band E	635.00	-	635.00	635.00	-	635.00	0.0%
:- Minor variations	89.00	-	89.00	89.00	-	89.00	0.0%
Additional fees for premises holding more than 5000 persons							
5,000 - 9,999	1,000.00	-	1,000.00	1,000.00	-	1,000.00	0.0%
10,000 - 14,999	2,000.00	-	2,000.00	2,000.00	-	2,000.00	0.0%
15,000 - 19,999	4,000.00	-	4,000.00	4,000.00	-	4,000.00	0.0%
20,000 - 29,999	8,000.00	-	8,000.00	8,000.00	-	8,000.00	0.0%
30,000 - 39,999	16,000.00	-	16,000.00	16,000.00	-	16,000.00	0.0%
40,000 - 49,999	24,000.00	-	24,000.00	24,000.00	-	24,000.00	0.0%
50,000 - 59,999	32,000.00	-	32,000.00	32,000.00	-	32,000.00	0.0%
60,000 - 69,999	40,000.00	-	40,000.00	40,000.00	-	40,000.00	0.0%
70,000 - 79,999	48,000.00	-	48,000.00	48,000.00	-	48,000.00	0.0%
80,000 - 89,999	56,000.00	-	56,000.00	56,000.00	-	56,000.00	0.0%
90,000 and over	64,000.00	-	64,000.00	64,000.00	-	64,000.00	0.0%
Premises & Clubs - Annual Fee (Renewals)							
Rateable value :- Band A	70.00	-	70.00	70.00	-	70.00	0.0%
:- Band B	180.00	-	180.00	180.00	-	180.00	0.0%
:- Band C	295.00	-	295.00	295.00	-	295.00	0.0%
:- Band D	320.00	-	320.00	320.00	-	320.00	0.0%
:- Band E	350.00	-	350.00	350.00	-	350.00	0.0%
Additional fees for premises holding more than 5000 persons							
5,000 - 9,999	500.00	-	500.00	500.00	-	500.00	0.0%
10,000 - 14,999	1,000.00	-	1,000.00	1,000.00	-	1,000.00	0.0%
15,000 - 19,999	2,000.00	-	2,000.00	2,000.00	-	2,000.00	0.0%
20,000 - 29,999	4,000.00	-	4,000.00	4,000.00	-	4,000.00	0.0%
30,000 - 39,999	8,000.00	-	8,000.00	8,000.00	-	8,000.00	0.0%
40,000 - 49,999	12,000.00	-	12,000.00	12,000.00	-	12,000.00	0.0%
50,000 - 59,999	16,000.00	-	16,000.00	16,000.00	-	16,000.00	0.0%
60,000 - 69,999	20,000.00	-	20,000.00	20,000.00	-	20,000.00	0.0%
70,000 - 79,999	24,000.00	-	24,000.00	24,000.00	-	24,000.00	0.0%
80,000 - 89,999	28,000.00	-	28,000.00	28,000.00	-	28,000.00	0.0%
90,000 and over	32,000.00	-	32,000.00	32,000.00	-	32,000.00	0.0%
Personal Licence	37.00	-	37.00	37.00	-	37.00	0.0%

*VAT charged at prevailing rate of 20%. This would be amended in line with changes to regulations

Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Application for the grant or renewal of a personal licence	37.00	-	37.00	37.00	-	37.00	0.0%
Temporary Event Notice	21.00	-	21.00	21.00	-	21.00	0.0%
		-					
Replacement of premises licence or summary	10.50	-	10.50	10.50	-	10.50	0.0%
Premises & Clubs - new applications for primarily for selling alcohol for consumption on the premises							
Rateable value :- Band D	900.00	-	900.00	900.00	-	900.00	0.0%
:- Band E	1,905.00	-	1,905.00	1,905.00	-	1,905.00	0.0%
Premises & Clubs - Annual Fee for primarily for selling alcohol for consumption on the premises		-					
Rateable value :- Band D	640.00	-	640.00	640.00	-	640.00	0.0%
:- Band E	1,050.00	-	1,050.00	1,050.00	-	1,050.00	0.0%
		-					
Application for the mandatory condition requiring DPS in respect of a premises licence to be disapplied	23.00	-	23.00	23.00	-	23.00	0.0%
Street Trading consents							
Per trading per day of the week	182.18	-	182.18	202.00	-	202.00	10.9%
Pavement licence	100.00	-	100.00	100.00	-	100.00	0.0%
Application for a provisional statement where premises are being built etc	315.00	-	315.00	315.00	-	315.00	0.0%
Notification of change of address	10.50	-	10.50	10.50	-	10.50	0.0%
Application to vary a licence to specify an individual as premises supervisor	23.00	-	23.00	23.00	-	23.00	0.0%
Application for transfer of premises Licence	23.00	-	23.00	23.00	-	23.00	0.0%
Interim Authority Notice following death of licence holder	23.00	-	23.00	23.00	-	23.00	0.0%
Replacement of certificate or summary	10.50	-	10.50	10.50	-	10.50	0.0%
Notification of change of name or alteration of rules of club	10.50	-	10.50	10.50	-	10.50	0.0%
Change of relevant registered address of club	10.50	-	10.50	10.50	-	10.50	0.0%
Replacement of temporary event notice	10.50	-	10.50	10.50	-	10.50	0.0%
Replacement of personal licence	10.50	-	10.50	10.50	-	10.50	0.0%
Duty to notify change of name & address	10.50	-	10.50	10.50	-	10.50	0.0%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Right of freeholder to be notified of licensing matters	21.00	-	21.00	21.00	-	21.00	0.0%
Copy of document on public register	0.12	0.02	0.14	0.13	-	0.16	11.1%
Mobile Homes Act							
Initial Site Licence Fee	151.57	30.31	181.89	168.33	-	202.00	11.1%
- and in addition for each pitch	15.38	3.08	18.45	17.08	-	20.50	11.1%
Transfer or Standard amendment fee	195.51	39.10	234.62	216.67	-	260.00	10.8%
Site expansion amendment fee	151.57	30.31	181.89	168.33	-	202.00	11.1%
- and in addition for each pitch	15.38	3.08	18.45	17.08	-	20.50	11.1%
Annual Fee per pitch	12.08	2.42	14.50	13.33	-	16.00	10.4%
Site Rules Regulation Deposit	38.44	7.69	46.13	42.50	-	51.00	10.6%
Fit and Proper Persons Check	181.24	36.25	217.49	200.00	-	240.00	10.4%
Enforcement Notice	311.95	62.39	374.33	345.83	-	415.00	10.9%
Works in default - As displayed in current budget book and vary between the officer involved and the time for day the works are executed							
Hackney Carriages							
Hackney Carriage Driver/Private hire driver Licence - 3 Years	450.00	-	450.00	450.00	-	450.00	0.0%
Hackney Carriage Vehicle Licence/Private Hire Vehicle - 1 Year	290.00	-	290.00	290.00	-	290.00	0.0%
Private Hire Operator Licence :-							
1 Year	330.00	-	330.00	330.00	-	330.00	0.0%
3 Years	762.00	-	762.00	762.00	-	762.00	0.0%
5 Years	1,194.00	-	1,194.00	1,194.00	-	1,194.00	0.0%
CRB check	50.00	-	50.00	50.00	-	50.00	0.0%
Knowledge test (per attempt)	60.00	-	60.00	60.00	-	60.00	0.0%
Replacement plate	20.00	-	20.00	20.00	-	20.00	0.0%
Replacement bracket	15.00	-	15.00	15.00	-	15.00	0.0%
Replacement driver's badge	15.00	-	15.00	15.00	-	15.00	0.0%
Extra copy/duplicate of licence	5.00	-	5.00	5.00	-	5.00	0.0%
DVLA	10.00	-	10.00	10.00	-	10.00	0.0%
Vehicle transfers	100.00	-	100.00	100.00	-	100.00	0.0%
Environmental Health							
Training / Courses							
Catering (residents or businesses of WH)	67.50	-	67.50	75.00	-	75.00	11.1%
Level 2 - Food Hygiene in Catering (outside of WH)	72.50	-	72.50	80.00	-	80.00	10.3%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Annual Subsistence Charges							
Annual Subsistence Charge - low risk ^	772.00	-	772.00	772.00	-	772.00	0.0%
Annual Subsistence Charge - medium risk ^	1,161.00	-	1,161.00	1,161.00	-	1,161.00	0.0%
Annual Subsistence Charge - high risk ^	1,747.00	-	1,747.00	1,747.00	-	1,747.00	0.0%
Annual Subsistence Charge - petrol stations							
Reduced fee activities - low	79.00	-	79.00	79.00	-	79.00	0.0%
Reduced fee activities - medium	158.00	-	158.00	158.00	-	158.00	0.0%
Reduced fee activities - high	237.00	-	237.00	237.00	-	237.00	0.0%
PVR I & II - low	113.00	-	113.00	113.00	-	113.00	0.0%
PVR I & II - medium	226.00	-	226.00	226.00	-	226.00	0.0%
PVR I & II - high	341.00	-	341.00	341.00	-	341.00	0.0%
Vehicle Refinishers - low	228.00	-	228.00	228.00	-	228.00	0.0%
Vehicle Refinishers - medium	365.00	-	365.00	365.00	-	365.00	0.0%
Vehicle Refinishers - high	548.00	-	548.00	548.00	-	548.00	0.0%
Mobile screening & crushing plant - low	626.00	-	626.00	626.00	-	626.00	0.0%
Mobile screening & crushing plant - medium	1,034.00	-	1,034.00	1,034.00	-	1,034.00	0.0%
Mobile screening & crushing plant - high	1,551.00	-	1,551.00	1,551.00	-	1,551.00	0.0%
for the 3rd to 7th applications - low	385.00	-	385.00	385.00	-	385.00	0.0%
for the 3rd to 7th applications - medium	617.00	-	617.00	617.00	-	617.00	0.0%
for the 3rd to 7th applications - high	924.00	-	924.00	924.00	-	924.00	0.0%
for the 8th & subsequent applications - low	198.00	-	198.00	198.00	-	198.00	0.0%
for the 8th & subsequent applications - medium	314.00	-	314.00	314.00	-	314.00	0.0%
for the 8th & subsequent applications - high	473.00	-	473.00	473.00	-	473.00	0.0%
If subsistence charge is paid in instalments the total amount of subsistence charge payable in that financial year is increased by £38.							
An extra £104 is required where the operator carries on an operation that falls within the reporting obligations of the EC Regulation							
^ these additional amounts must be charged where a permit is for a combined Part B and waste							
Low Risk	104.00	-	104.00	104.00	-	104.00	0.0%
Medium risk	156.00	-	156.00	156.00	-	156.00	0.0%
High Risk	207.00	-	207.00	207.00	-	207.00	0.0%
Transfer & Surrender							
Standard process transfer	169.00	-	169.00	169.00	-	169.00	0.0%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Standard process partial transfer	497.00	-	497.00	497.00	-	497.00	0.0%
Surrender : all Part B activities	0.00	-	0.00	0.00	-	0.00	0.0%
Reduced fee activities : transfer	0.00	-	0.00	0.00	-	0.00	0.0%
Reduced fee activities : partial transfer	47.00	-	47.00	47.00	-	47.00	0.0%
Substantial change S10 & S11							
Standard process	1,050.00	-	1,050.00	1,050.00	-	1,050.00	0.0%
Standard process where the substantial change results in a new PPC activity.	1,650.00	-	1,650.00	1,650.00	-	1,650.00	0.0%
Change due to implementing an upgrading plan (applies to LAPC only)	147.00	-	147.00	147.00	-	147.00	0.0%
Reduced fee activities	102.00	-	102.00	102.00	-	102.00	0.0%
Application fee for grant of A2 permit	3,363.00	-	3,363.00	3,363.00	-	3,363.00	0.0%
Application fee for transfer of A2 permit full	235.00	-	235.00	235.00	-	235.00	0.0%
Partial transfer	698.00	-	698.00	698.00	-	698.00	0.0%
Surrender of permit	698.00	-	698.00	698.00	-	698.00	0.0%
Application for Variation	1,368.00	-	1,368.00	1,368.00	-	1,368.00	0.0%
Variation for Small Waste Incineration plant	3,363.00	-	3,363.00	3,363.00	-	3,363.00	0.0%
Late Application fee for A2	1,188.00	-	1,188.00	1,188.00	-	1,188.00	0.0%
Subsistence Charges A2							
Low Risk	1,343.00	-	1,343.00	1,343.00	-	1,343.00	0.0%
Medium Risk	1,507.00	-	1,507.00	1,507.00	-	1,507.00	0.0%
High Risk	2,230.00	-	2,230.00	2,230.00	-	2,230.00	0.0%
If subsistence charge is paid in instalments the total amount of subsistence charge payable in that financial year is increased by £38.							
An extra £103 is required where the operator carries on an operation that falls within the reporting obligations of the European Commission Regulation							
Certificate of Voluntary Surrender of Food (plus officer & disposal costs) per hour	57.00	-	57.00	63.00	-	63.00	10.5%
Sale of Food Safety Act Register	251.82	-	251.82	280.00	-	280.00	11.2%
Food Safety Export check	64.29	-	64.29	71.00	-	71.00	10.4%
Food Hygiene Rating Revisit	185.50	-	185.50	206.00	-	206.00	11.1%
Storage of noise making equipment following seizure (plus officer cost)	594.74	-	594.74	660.00	-	660.00	11.0%
Fixed penalty notice for smoking in a smoke free place	50.00	-	50.00	50.00	-	50.00	0.0%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Discounted to if paid within 30 days	30.00	-	30.00	30.00	-	30.00	0.0%
Failure to display "no smoking" signs	200.00	-	200.00	200.00	-	200.00	0.0%
Discounted to if paid within 30 days	150.00	-	150.00	150.00	-	150.00	0.0%
Private Water Supplies & Distribution Systems							
Risk Assessment	500.00	-	500.00	500.00	-	500.00	0.0%
Sampling - each visit (maximum fee)	100.00	-	100.00	100.00	-	100.00	0.0%
Investigation (each investigation)	100.00	-	100.00	100.00	-	100.00	0.0%
Granting an Authorisation	100.00	-	100.00	100.00	-	100.00	0.0%
Analysing a sample:							
taken under regulation 10	30.00	6.00	36.00	30.00	-	36.00	0.0%
taken during check monitoring	POA	POA	POA	POA	POA	POA	
taken during audit monitoring	500.00	-	500.00	500.00	-	500.00	0.0%
Environmental Search for Contaminated Land	96.45	-	96.45	107.00	-	107.00	10.9%
Officer time for work in default - Service Manager/Assistant Director	63.43	12.69	76.11	70.83	-	85.00	11.7%
Officer time for work in default - Team Leader	46.69	9.34	56.03	51.67	-	62.00	10.7%
Officer time for work in default - EHO	39.62	7.92	47.55	44.17	-	53.00	11.5%
Officer time for work in default - EHTO	31.52	6.30	37.82	35.00	-	42.00	11.0%
Officer time for work in default - EHTSO	21.29	4.26	25.55	23.33	-	28.00	9.6%
Charges for works carried out during the following times: Monday - Friday 7pm - 8am time and a half, Saturday time and a half, Sunday & Bank Holidays time and a half							
Provision of a factual statement to the victim of an accident	POA	POA	POA	POA	POA	POA	
Dog Warden Services							
Collection / release fee for dog with collar & tag	27.00	-	27.00	30.00	-	30.00	11.1%
Collection / release fee for dog without collar & tag	38.00	-	38.00	42.00	-	42.00	10.5%
Dog collected by Warden and Transported to Kennels	80.50	-	80.50	90.00	-	90.00	11.8%
Kennel Fee per night	16.50	-	16.50	18.00	-	18.00	9.1%
Allotments per annum							
Plot without water per 25sqm	7.50	-	7.50	22.50	-	22.50	200.0%
Plot with water per 25 sqm	12.50	-	12.50	37.50	-	37.50	200.0%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Admin charge for new customers				15.00	-	15.00	New
Landscape & Ecology							
High Hedge Enforcement Fee	545.00	-	545.00	505.00	-	606.00	11.2%
Abandoned Vehicles							
Abandoned Vehicles - off private property	45.83	9.17	55.00	51.67	10.33	62.00	12.7%
Abandoned Vehicles - Return of vehicle	116.67	23.33	140.00	133.33	26.67	160.00	14.3%
Abandoned Vehicles - Storage rate per day	11.92	2.38	14.31	13.33	2.67	16.00	11.8%
General							
Benches (refurbished)	380.00	76.00	456.00	420.83	84.17	505.00	10.7%
Benches (new)	1,062.00	212.40	1274.40	1,179.17	235.83	1,415.00	11.0%
Waste Collection Services							
Bulky Household Collections (not upholstered items) - Up to 4 items				44.50	-	44.50	New
Bulky Household Collections (upholstered items) - up to 3 items				44.50	-	44.50	New
Bulky Household Collections (Black Bags) - up to 20 bags				44.50	-	44.50	New
Bulky Household Collections - OAPs	20.00	-	20.00	22.50	-	22.50	12.5%
Bulky Household Collections - Benefits	20.00	-	20.00	22.50	-	22.50	12.5%
Insurance charge for collections within homes	17.08	3.42	20.50	19.17	3.83	23.00	12.2%
Collection of Hazardous Electrical items	37.50	-	37.50	41.50	-	41.50	10.7%
Clinical Waste collections (5 sacks/resident)	5.83	1.17	7.00	6.67	1.33	8.00	14.3%
Kitchen Caddy delivery charge	5.42	1.08	6.50	6.25	1.25	7.50	15.3%
Emptying of a contaminated wheeled bin	20.00	-	20.00	22.50	-	22.50	12.5%
Emptying of 2 contaminated wheeled bins (at same address)	25.00	-	25.00	28.00	-	28.00	12.0%
Cost of a first standard replacement (180/240L) bin	12.92	2.58	15.50	17.50	3.50	21.00	35.5%
Cost of a subsequent standard (180/240L) bin	27.08	5.42	32.50	30.00	6.00	36.00	10.8%
Cost of a first standard replacement (360L) bin	22.92	4.58	27.50	25.83	5.17	31.00	12.7%
Cost of a subsequent standard (360L) bin	37.92	7.58	45.50	42.08	8.42	50.50	11.0%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Cost of a mini-bank unit	695.00	139.00	834.00	791.67	158.33	950.00	13.9%
Cost of a large bin (1100L) bin	345.00	-	345.00	450.00	-	450.00	30.4%
Garden Waste Collection							
First bin per property per annum	40.00	-	40.00	50.00	-	50.00	25.0%
Second bin per property per annum, and any additional bins	65.00	-	65.00	80.00	-	80.00	23.1%
Schedule of Offences							
Nuisance Parking							
- paid within 10 days	60.00	-	60.00	60.00	-	60.00	0.0%
- full amount of penalty	100.00	-	100.00	100.00	-	100.00	0.0%
Abandoning a vehicle							
- paid within 10 days	120.00	-	120.00	120.00	-	120.00	0.0%
- full amount of penalty	200.00	-	200.00	200.00	-	200.00	0.0%
Depositing Litter							
- paid within 10 days	50.00	-	50.00	50.00	-	50.00	0.0%
- full amount of penalty	75.00	-	75.00	75.00	-	75.00	0.0%
Failure to comply with a street litter control notice							
- paid within 10 days	60.00	-	60.00	60.00	-	60.00	0.0%
- full amount of penalty	100.00	-	100.00	100.00	-	100.00	0.0%
Failure to comply with a litter clearing notice							
- paid within 10 days	60.00	-	60.00	60.00	-	60.00	0.0%
- full amount of penalty	100.00	-	100.00	100.00	-	100.00	0.0%
Unauthorised distribution of free printed matter							
- paid within 10 days	50.00	-	50.00	50.00	-	50.00	0.0%
- full amount of penalty	75.00	-	75.00	75.00	-	75.00	0.0%
Defacement by graffiti and flyposting							
- paid within 10 days	50.00	-	50.00	50.00	-	50.00	0.0%
- full amount of penalty	75.00	-	75.00	75.00	-	75.00	0.0%
Duty of Care							
- paid within 10 days	200.00	-	200.00	200.00	-	200.00	0.0%
- full amount of penalty	300.00	-	300.00	300.00	-	300.00	0.0%
Failure to comply with a dog control order							
- paid within 10 days	50.00	-	50.00	50.00	-	50.00	0.0%
- full amount of penalty	75.00	-	75.00	75.00	-	75.00	0.0%
Failure to produce authority (waste carrier's licence)							
- paid within 10 days	200.00	-	200.00	200.00	-	200.00	0.0%
- full amount of penalty	300.00	-	300.00	300.00	-	300.00	0.0%
Failure to furnish documentation (waste transfer notes)							
- paid within 10 days	200.00	-	200.00	200.00	-	200.00	0.0%

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Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
- full amount of penalty	300.00	-	300.00	300.00	-	300.00	0.0%
Offences relating to waste receptacles (eg. causes an obstruction, attracts vermin, restricts access to highway or pavement)							
- paid within 10 days	40.00	-	40.00	40.00	-	40.00	0.0%
- full amount of penalty	80.00	-	80.00	80.00	-	80.00	0.0%
Roundabout Sponsorship							
High Profile							
1 year sponsorship	2,750.00	550.00	3300.00	3,058.33	611.67	3,670.00	11.2%
3 year sponsorship	5,791.67	1,158.33	6950.00	6,433.33	1286.67	7,720.00	11.1%
5 year sponsorship	8,250.00	1,650.00	9900.00	9,166.67	1833.33	11,000.00	11.1%
Medium Profile (main road)							
1 year sponsorship	2,208.34	441.67	2650.00	2,450.00	490.00	2,940.00	10.9%
3 year sponsorship	4,620.83	924.17	5545.00	5,133.33	1026.67	6,160.00	11.1%
5 year sponsorship	6,600.00	1,320.00	7920.00	7,333.33	1466.67	8,800.00	11.1%
Medium Profile (residential road)							
1 year sponsorship	1,649.60	329.92	1979.52	1,833.33	366.67	2,200.00	11.1%
3 year sponsorship	3,462.44	692.49	4154.93	3,850.00	770.00	4,620.00	11.2%
5 year sponsorship	4,950.94	990.19	5941.13	5,500.00	1100.00	6,600.00	11.1%
Low Profile							
1 year sponsorship	825.00	165.00	990.00	916.67	183.33	1,100.00	11.1%
3 year sponsorship	1,729.16	345.83	2075.00	1,925.00	385.00	2,310.00	11.3%
5 year sponsorship	2,475.00	495.00	2970.00	2,750.00	550.00	3,300.00	11.1%
Street Naming & Numbering							
New development build or Conversion of existing property (price per plot)							
1st plot	66.67	13.33	80.00	83.33	16.67	100.00	25.0%
2nd - 24th plots	45.83	9.17	55.00	54.17	10.83	65.00	18.2%
25th - 49th plots	37.50	7.50	45.00	43.33	8.67	52.00	15.6%
50th - 74th plots	26.67	5.33	32.00	33.33	6.67	40.00	25.0%
75th – 99th plots	22.50	4.50	27.00	26.67	5.33	32.00	18.5%
Plots 100 and above	14.17	2.83	17.00	16.67	3.33	20.00	17.6%
Naming of block or building name	175.27	35.05	210.33	213.33	42.67	256.00	21.7%
Street Name for new development	175.27	35.05	210.33	245.83	49.17	295.00	40.3%
Street name	175.27	35.05	210.33	245.83	49.17	295.00	40.3%
Changes to Development/Layout after notification	43.82	8.76	52.59	48.33	9.67	58.00	10.3%

Fees and Charges - Property Maintenance and Climate Change Directorate

*VAT charged at prevailing rate of 20%. This would be amended in line with changes to regulations

Description	2022-23			2023-24			%
	Fee	VAT*	Total Fee	Fee	VAT*	Total Fee	
Garage Rents							
Owner occupier en bloc garage charges (52 week charge):							
GF Garages Std VAT	11.42	2.28	13.70	14.83	2.97	17.80	29.9%
GF Garages Reduced Rate VAT*	9.58	1.92	11.50	14.83	2.97	17.80	54.8%
GF Garages Std NON-VAT	11.42	0.00	11.42	14.83	0.00	14.80	29.6%
GF Garages Reduced Rate NON-VAT*	9.58	0.00	9.58	14.80	0.00	14.80	54.5%
Campus East Lower Car Park Garages Rents VAT	16.66	3.33	20.00	18.50	3.70	22.20	11.0%
Campus East Lower Car Park Garages NON VAT	16.66	0.00	16.66	18.50	0.00	18.50	11.0%
GF Garages- Premium Sites Std Vat	N/A	N/A	N/A	18.75	3.75	22.50	New
GF Garages- Premium Sites Non-Vat	N/A	N/A	N/A	18.71	0.00	18.71	New

* The reduced rate for garages will be removed from 2023/24 and aligned to the standard rate