

Portfolio: COMMUNITY	FEES & CHARGES TEMPLATE 2019/20									Appendix C
CATEGORY	Statutory (S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change	
			Basic	VAT	Total	Basic	VAT	Total		
			£	£	£	£	£	£		%
WDC PARK EVENTS										
Registered Charity	D	Market rates	Free of Charge			Free of Charge			0.0%	
School's Cross Country	D	Market rates	Free of Charge			Free of Charge			0.0%	
Community Events - operating day	D	Market rates	180.00	36.00	216.00	185.40	37.08	222.48	3.0%	
Hazlemere 6s	D	Market rates	258.00	51.60	309.60	265.74	53.15	318.89	3.0%	
Commercial Events	D	Market rates	By Negotiation			By Negotiation			0.0%	
Fairs / Circus - operating day	D	Market rates	360.00	N/A	360.00	370.80	N/A	370.80	3.0%	
Traylens	D	Market rates	3100.00	N/A	3100.00	3193.00	N/A	3193.00	3.0%	
Hebborns Small Childs Fair - operating day	D	Market rates	70.00	N/A	70.00	72.10	N/A	72.10	3.0%	
Students and Registered Charities	D	Market rates	Free of Charge			Free of Charge			0.0%	
Commercial Photography - operating day	D	Market rates	105.00	21.00	126.00	108.15	21.63	129.78	3.0%	
Commercial Filming - operating day	D	Market rates	210.00	42.00	252.00	216.30	43.26	259.56	3.0%	
WDC SPORTS										
Cricket Pitch on Table	D	Market rates	29.58	5.92	35.50	30.47	6.09	36.56	3.0%	
Football Pitch Senior	D	Market rates	29.58	5.92	35.50	30.47	6.09	36.56	3.0%	
Rugby Pitch Senior	D	Market rates	29.58	5.92	35.50	30.47	6.09	36.56	3.0%	
Changing Room, Nets & Pegs Senior	D	Market rates	23.58	4.72	28.30	24.29	4.86	29.14	3.0%	
Football Pitch Junior	D	Market rates	14.83	2.97	17.80	15.27	3.05	18.33	3.0%	
Rugby Pitch Junior	D	Market rates	14.83	2.97	17.80	15.27	3.05	18.33	3.0%	
Changing Room, Nets & Pegs Junior	D	Market rates	11.83	2.37	14.20	12.18	2.44	14.62	3.0%	
Football Pitch Mini	D	Market rates	7.50	1.50	9.00	7.73	1.55	9.27	3.0%	
Rugby Pitch Mini	D	Market rates	7.50	1.50	9.00	7.73	1.55	9.27	3.0%	
Changing Room Mini	D	Market rates	11.83	2.37	14.20	12.18	2.44	14.62	3.0%	
Football Pitch 9v9	D	Market rates	14.83	2.97	17.80	15.27	3.05	18.33	3.0%	
Changing Room 9v9	D	Market rates	11.83	2.37	14.20	12.18	2.44	14.62	3.0%	

CATEGORY	Statutory (S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change %
			Basic	VAT	Total	Basic	VAT	Total	
			£	£	£	£	£	£	
HIGGINSON PARK									
PARK EVENTS									
Mooring - per night	D	Market rates	13.00	N/A	13.00	14.00	N/A	14.00	7.7%
Fairs / Circus - operating day	D	Market rates	360.00	N/A	360.00	370.80	N/A	370.80	3.0%
Commercial Photography - operating day	D	Market rates	105.00	21.00	126.00	108.15	21.63	129.78	3.0%
Commercial Filming - operating day	D	Market rates	210.00	42.00	252.00	216.30	43.26	259.56	3.0%
HIGH WYCOMBE TOWN COMMITTEE									
SPORTS									
Football Pitch Senior	D	As set by HWTC	29.58	5.92	35.50	30.47	6.09	36.56	3.0%
Changing Room, Nets & Pegs Senior	D	As set by HWTC	23.58	4.72	28.30	24.29	4.86	29.14	3.0%
Football Pitch Junior	D	As set by HWTC	14.83	2.97	17.80	15.27	3.05	18.33	3.0%
Changing Room, Nets & Pegs Junior	D	As set by HWTC	11.83	2.37	14.20	12.18	2.44	14.62	3.0%
Football Pitch Mini	D	As set by HWTC	7.50	1.50	9.00	7.73	1.55	9.27	3.0%
Changing Room Mini	D	As set by HWTC	11.83	2.37	14.20	12.18	2.44	14.62	3.0%
Football Pitch 9v9	D	As set by HWTC	14.83	2.97	17.80	15.27	3.05	18.33	3.0%
Changing Room 9v9	D	As set by HWTC	11.83	2.37	14.20	12.18	2.44	14.62	3.0%
CEMETERY									
Burial Rights - adult	D	As set by HWTC	727.00	N/A	727.00	748.81	N/A	748.81	3.0%
Burial Rights - child	D	As set by HWTC	364.00	N/A	364.00	374.92	N/A	374.92	3.0%
Burial Rights - ashes	D	As set by HWTC	424.00	N/A	424.00	436.72	N/A	436.72	3.0%
Interment - adult	D	As set by HWTC	323.00	N/A	323.00	332.69	N/A	332.69	3.0%
Interment - child	D	As set by HWTC	Free of Charge			Free of Charge			
Interment - ashes	D	As set by HWTC	171.00	N/A	171.00	176.13	N/A	176.13	3.0%
Concrete chamber £680 **	D	As set by HWTC	680.00	N/A	680.00	680.00	N/A	680.00	0.0%
Additional Saturday fee	D	As set by HWTC	263.57	N/A	263.57	271.48	N/A	271.48	3.0%
Memorial permit - adult	D	As set by HWTC	194.00	N/A	194.00	199.82	N/A	199.82	3.0%
Memorial permit - child	D	As set by HWTC	95.00	N/A	95.00	97.85	N/A	97.85	3.0%
Memorial permit - ashes	D	As set by HWTC	95.00	N/A	95.00	97.85	N/A	97.85	3.0%
Right to erect Kerb/Headstone - Adult	D	As set by HWTC	194.00	N/A	194.00	199.82	N/A	199.82	3.0%
Right to erect Kerb/Headstone - Child	D	As set by HWTC	95.00	N/A	95.00	97.85	N/A	97.85	3.0%

CATEGORY	Statutory (S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change %
			Basic	VAT	Total	Basic	VAT	Total	
			£	£	£	£	£	£	
Right to erect vase/tablet - ashes	D	As set by HWTC	95.00	N/A	95.00	97.85	N/A	97.85	3.0%
Right to add inscription after first	D	As set by HWTC	37.00	N/A	37.00	38.11	N/A	38.11	3.0%
Transfer of Rights	D	As set by HWTC	24.00	N/A	24.00	24.72	N/A	24.72	3.0%
Certified Copy of records	D	As set by HWTC	24.00	N/A	24.00	24.72	N/A	24.72	3.0%
Replacement Deed	D	As set by HWTC	24.00	N/A	24.00	24.72	N/A	24.72	3.0%
Grave maintenance - annual	D	As set by HWTC	52.00	N/A	52.00	53.56	N/A	53.56	3.0%
Rights transfer/record copies	D	As set by HWTC	24.00	N/A	24.00	24.72	N/A	24.72	3.0%
Interment - extra large coffin/casket	D	As set by HWTC	150.00	N/A	150.00	154.50	N/A	154.50	3.0%
Grave reservation - booking fee	D	As set by HWTC	223.00	N/A	223.00	229.69	N/A	229.69	3.0%
Grave reservation - annual charge	D	As set by HWTC	173.00	N/A	173.00	178.19	N/A	178.19	3.0%
ALLOTMENTS									
125m2	D	As set by HWTC	23.75	N/A	23.75	23.75	N/A	23.75	0.0%
250m2	D	As set by HWTC	47.50	N/A	47.50	47.50	N/A	47.50	0.0%
125m2 without water	D	As set by HWTC	17.50	N/A	17.50	17.50	N/A	17.50	0.0%
250m2 without water	D	As set by HWTC	35.00	N/A	35.00	35.00	N/A	35.00	0.0%
125m2 60+	D	As set by HWTC	11.88	N/A	11.88	11.88	N/A	11.88	0.0%
250m2 60+	D	As set by HWTC	23.75	N/A	23.75	23.75	N/A	23.75	0.0%

Portfolio: ENVIRONMENT		FEES & CHARGES TEMPLATE 2019/20							Appendix C
CATEGORY	Statutory (S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change
			Basic	VAT	Total	Basic	VAT	Total	
			£	£	£	£	£	£	%
PEST CONTROL - Contractor retains all fees collected	D	Set By Contractor	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Revised fees will be in place from the 1st June 2019 when it is anticipated a new Framework Contract will be in place, the evaluation of which includes assessing the cost to the community.									
CONTROL OF DOGS - Admin Charge	S	Set By Contractor	20.83	4.17	25.00	20.83	4.17	25.00	0%
CONTROL OF DOGS - Dog has no microchip or incorrect details registered			20.83	4.17	25.00	20.83	4.17	25.00	0%
ATMOSPHERIC POLLUTION CONTROL	S	Set out on Local Authority Permits for Part B installations and mobile plant.	n/a	n/a	n/a	n/a	n/a	n/a	n/a
NOISE CONTROL - Works in Default	S	Cost Recovery	60.00 per hour	12.00	72.00	62.00 per hour	12.40	74.40	3%
ENVIRONMENTAL INFORMATION - Enquiries in respect of Land Contamination	S	Cost Recovery	25.00	5.00	30.00	25.00	5.00	30.00	0%
FOOD SAFETY & CONTROL									
COPY OF PUBLIC FOOD REGISTER	S	Cost recovery	217.00	0.00	217.00	224.00	0.00	224.00	3%
CERTIFICATE FOR UNFIT FOOD	D	Cost recovery	123.00 first 2 hours, then 97.00/ hour	0.00	123.00 first 2 hours, then 97.00/ hour	127.00 first 2 hours, then 100.00/ hour	0.00	127.00 first 2 hours, then 100.00/ hour	3.3% / 3.1%
FOOD EXPORT CERTIFICATE - MANUFACTURING BUSINESSES	D	Cost recovery	165.00	33.00	198.00	170.00	34.00	204.00	3.0%
FOOD EXPORT CERTIFICATE - PACKING BUSINESSES	D	Cost recovery	57.00	11.40	68.40	59.00	11.80	70.80	3.5%
FEE FOR FACTUAL STATEMENT	D	Cost recovery	165.00	33.00	198.00	170.00	34.00	204.00	3.0%
ADDITIONAL OFFICIAL CONTROLS CHARGES	S	Cost recovery	120.00 first 2 hours, then 90.00/ hour	0.00	120.00 first 2 hours, then 90.00/ hour	127.00 first 2 hours, then 100.00/ hour	0.00	127.00 first 2 hours, then 100.00/ hour	5.8%/ 11.1%
COPIES OF STATUTORY NOTICES AND OTHER OFFICIAL DOCUMENTS INCLUDING EXPORT CERTIFICATES	D	Cost recovery	25.00	5.00	30.00	26.00	5.20	31.20	4.0%
ESTABLISHMENT OF A NEW PRIMARY AUTHORITY	D	Cost recovery	1375.00	275.00	1650.00	1420.00	284.00	1704.00	3.3%
ANNUAL FEE FOR CONTINUED SUPPORT OF A PRIMARY AUTHORITY	D	Cost recovery	1375.00	275.00	1650.00	1420.00	284.00	1704.00	3.3%
HIGHFIELD QUALIFICATIONS LEVEL 1 - OPEN COURSE (1/2 DAY COURSE)	D	Cost recovery	32.00	0.00	32.00	33.00	0.00	33.00	3.1%
HIGHFIELD QUALIFICATIONS LEVEL 2 - OPEN COURSE (1 DAY COURSE)	D	Cost recovery	72.00	0.00	72.00	74.00	0.00	74.00	2.8%

HIGHFIELD QUALIFICATIONS LEVEL 1 - IN-HOUSE COURSE (WEEKDAY)	D	Cost recovery	318.00 for 10 delegates plus 17.00 per additional delegate	0.00	318.00 for 10 delegates plus 17.00 per additional delegate	328.00 for 10 delegates plus 17.50 per additional delegate	0.00	328.00 for 10 delegates plus 17.50 per additional delegate	3.1% / 2.9%
HIGHFIELD QUALIFICATIONS LEVEL 1 - IN-HOUSE COURSE (WEEKEND)	D	Cost recovery	420.00 for 10 delegates plus 17.00 per additional delegate	0.00	420.00 for 10 delegates plus 17.00 per additional delegate	433.00 for 10 delegates plus 17.50 per additional delegate	0.00	433.00 for 10 delegates plus 17.50 per additional delegate	3.1% / 2.9%
HIGHFIELD QUALIFICATIONS LEVEL 1 - COMMUNITY COURSE (WEEKDAY)	D	Cost recovery	143.00 plus 28.00 per additional delegate	0.00	143.00 plus 28.00 per additional delegate	147.00 plus 29.00 per additional delegate	0.00	147.00 plus 29.00 per additional delegate	2.8% / 3.6%
HIGHFIELD QUALIFICATIONS LEVEL 1 - COMMUNITY COURSE (WEEKEND)	D	Cost recovery	225.00 plus 28.00 per additional delegate	0.00	225.00 plus 28.00 per additional delegate	232.00 plus 29.00 per additional delegate	0.00	232.00 plus 29.00 per additional delegate	3.1% / 3.6%
HIGHFIELD QUALIFICATIONS LEVEL 2 - IN-HOUSE COURSE (WEEKDAY - 1 DAY COURSE)	D	Cost recovery	738.00 for 10 delegates plus 17.00 per additional delegate	0.00	738.00 for 10 delegates plus 17.00 per additional delegate	760.00 for 10 delegates plus 17.50 per additional delegate	0.00	760.00 for 10 delegates plus 17.50 per additional delegate	3.0% / 2.9%
HIGHFIELD QUALIFICATIONS LEVEL 2 - IN-HOUSE COURSE (WEEKDAY - 2 x 1/2 DAY COURSE)	D	Cost recovery	759.00 for 10 delegates plus 17.00 per additional delegate	0.00	759.00 for 10 delegates plus 17.00 per additional delegate	782.00 for 10 delegates plus 17.50 per additional delegate	0.00	782.00 for 10 delegates plus 17.50 per additional delegate	3.0% / 2.9%
HIGHFIELD QUALIFICATIONS LEVEL 2 - IN-HOUSE COURSE (WEEKEND - 1 DAY COURSE)	D	Cost recovery	861.00 for 10 delegates plus 17.00 per additional delegate	0.00	861.00 for 10 delegates plus 17.00 per additional delegate	887.00 for 10 delegates plus 17.50 per additional delegate	0.00	887.00 for 10 delegates plus 17.50 per additional delegate	3.0% / 2.9%
HIGHFIELD QUALIFICATIONS LEVEL 2 - COMMUNITY COURSE (WEEKDAY - 1 DAY COURSE)	D	Cost recovery	210.00 plus 28.00 per delegate	0.00	210.00 plus 28.00 per delegate	216.00 plus 29.00 per delegate	0.00	216.00 plus 29.00 per delegate	2.9% / 3.6%
HIGHFIELD QUALIFICATIONS LEVEL 2 - COMMUNITY COURSE (WEEKDAY - 2 x 1/2 DAY COURSE)	D	Cost recovery	235.00 plus 28.00 per delegate	0.00	235.00 plus 28.00 per delegate	242.00 plus 29.00 per delegate	0.00	242.00 plus 29.00 per delegate	3.0% / 3.6%
HIGHFIELD QUALIFICATIONS LEVEL 2 - COMMUNITY COURSE (WEEKDAY - 2 x 1/2 DAY EVENING COURSE)	D	Cost recovery	348.00 plus 28.00 per delegate	0.00	348.00 plus 28.00 per delegate	358.00 plus 29.00 per delegate	0.00	358.00 plus 29.00 per delegate	2.9% / 3.6%
HIGHFIELD QUALIFICATIONS LEVEL 2 - COMMUNITY COURSE (WEEKEND - 1 DAY COURSE)	D	Cost recovery	307.00 plus 28.00 per delegate	0.00	307.00 plus 28.00 per delegate	316.00 plus 29.00 per delegate	0.00	316.00 plus 29.00 per delegate	2.9% / 3.6%
HIGHFIELD QUALIFICATIONS LEVEL 2 - IN-HOUSE COURSE OUT OF AREA (WEEKDAY - 1 DAY COURSE)	D	Cost recovery	825.00 for 10 delegates plus 17.00 per additional delegate	0.00	825.00 for 10 delegates plus 17.00 per additional delegate	850.00 for 10 delegates plus 17.50 per additional delegate	0.00	850.00 for 10 delegates plus 17.50 per additional delegate	3.0% / 2.9%

HIGHFIELD QUALIFICATIONS LEVEL 2 - IN-HOUSE COURSE OUT OF AREA (WEEKEND - 1 DAY COURSE)	D	Cost recovery	954.00 for 10 delegates plus 17.00 per additional delegate	0.00	954.00 for 10 delegates plus 17.00 per additional delegate	983.00 for 10 delegates plus 17.50 per additional delegate	0.00	983.00 for 10 delegates plus 17.50 per additional delegate	3.0% / 2.9%
HIGHFIELD QUALIFICATIONS LEVEL 2 REFRESHER - OPEN COURSE (1/2 DAY COURSE)	D	Cost recovery	42.00	0.00	42.00	43.00	0.00	43.00	2.4%
HIGHFIELD QUALIFICATIONS LEVEL 2 REFRESHER - IN-HOUSE COURSE (WEEKDAY - 1/2 DAY COURSE)	D	Cost recovery	400.00 for 10 delegates plus 17.00 per additional delegate	0.00	400.00 for 10 delegates plus 17.00 per additional delegate	412.00 for 10 delegates plus 17.50 per additional delegate	0.00	412.00 for 10 delegates plus 17.50 per additional delegate	3.0% / 2.9%
HIGHFIELD QUALIFICATIONS LEVEL 2 REFRESHER - IN-HOUSE COURSE (WEEKEND - 1/2 DAY COURSE)	D	Cost recovery	625.00 for 10 delegates plus 17.00 per additional delegate	0.00	625.00 for 10 delegates plus 17.00 per additional delegate	644.00 for 10 delegates plus 17.50 per additional delegate	0.00	644.00 for 10 delegates plus 17.50 per additional delegate	3.0% / 2.9%
HIGHFIELD QUALIFICATIONS LEVEL 2 REFRESHER - OUT OF AREA IN-HOUSE COURSE (WEEKDAY - 1/2 DAY COURSE)	D	Cost recovery	502.00 for 10 delegates plus 17.00 per additional delegate	0.00	502.00 for 10 delegates plus 17.00 per additional delegate	517.00 for 10 delegates plus 17.50 per additional delegate	0.00	517.00 for 10 delegates plus 17.50 per additional delegate	3.0% / 2.9%
HIGHFIELD QUALIFICATIONS LEVEL 2 REFRESHER - OUT OF AREA IN-HOUSE COURSE (WEEKEND - 1/2 DAY COURSE)	D	Cost recovery	636.00 for 10 delegates plus 17.00 per additional delegate	0.00	636.00 for 10 delegates plus 17.00 per additional delegate	655.00 for 10 delegates plus 17.50 per additional delegate	0.00	655.00 for 10 delegates plus 17.50 per additional delegate	3.0% / 2.9%
HIGHFIELD QUALIFICATIONS LEVEL 2 REFRESHER - COMMUNITY IN-HOUSE COURSE (WEEKDAY - 1/2 DAY COURSE)	D	Cost recovery	143.00 plus 28.00 per delegate	0.00	143.00 plus 28.00 per delegate	147.00 plus 29.00 per delegate	0.00	147.00 plus 29.00 per delegate	2.8% / 3.6%
HIGHFIELD QUALIFICATIONS LEVEL 2 REFRESHER - COMMUNITY IN-HOUSE COURSE (WEEKEND - 1/2 DAY COURSE)	D	Cost recovery	225.00 plus 28.00 per delegate	0.00	225.00 plus 28.00 per delegate	232.00 plus 29.00 per delegate	0.00	232.00 plus 29.00 per delegate	3.1% / 3.6%
HIGHFIELD QUALIFICATIONS LEVEL 3 - OPEN COURSE (3 DAY COURSE)	D	Cost recovery	280.00	0.00	280.00	288.00	0.00	288.00	2.9%
HIGHFIELD QUALIFICATIONS LEVEL 3 - REFRESHER OPEN COURSE (DISTANCE LEARNING WORKBOOK AND 1/2 DAY COURSE)	D	Cost recovery	145.00	0.00	145.00	149.00	0.00	149.00	2.8%
REPLACEMENT CERTIFICATE	D	Cost recovery	23.00	0.00	23.00	24.00	0.00	24.00	4.3%
HEALTH & SAFETY									
FEE FOR FACTUAL STATEMENT	D	Cost recovery	165.00	33.00	198.00	170.00	34.00	204.00	3.0%
COPIES OF STATUTORY NOTICES AND OTHER OFFICIAL DOCUMENTS	D	Cost recovery	25.00	5.00	30.00	26.00	5.20	31.20	4.0%
HIGHFIELD QUALIFICATIONS LEVEL 2 - IN-HOUSE COURSE (WEEKDAY - 1 DAY COURSE)	D	Cost recovery	738.00 for 10 delegates plus 17.00 per additional delegate	0.00	738.00 for 10 delegates plus 17.00 per additional delegate	760.00 for 10 delegates plus 17.50 per additional delegate	0.00	760.00 for 10 delegates plus 17.50 per additional delegate	3.0% / 2.9%

HIGHFIELD QUALIFICATIONS LEVEL 2 - IN-HOUSE COURSE (WEEKEND - 1 DAY COURSE)	D	Cost recovery	861.00 for 10 delegates plus 17.00 per additional delegate	0.00	861.00 for 10 delegates plus 17.00 per additional delegate	887.00 for 10 delegates plus 17.50 per additional delegate	0.00	887.00 for 10 delegates plus 17.50 per additional delegate	3.0% / 2.9%
HIGHFIELD QUALIFICATIONS LEVEL 2 - COMMUNITY COURSE (WEEKDAY - 1 DAY COURSE)	D	Cost recovery	210.00 plus 28.00 per delegate	0.00	210.00 plus 28.00 per delegate	216.00 plus 29.00 per delegate	0.00	216.00 plus 29.00 per delegate	2.9% / 3.6%
HIGHFIELD QUALIFICATIONS LEVEL 2 - COMMUNITY COURSE (WEEKDAY - 2 x 1/2 DAY EVENING COURSE)	D	Cost recovery	348.00 plus 28.00 per delegate	0.00	348.00 plus 28.00 per delegate	358.00 plus 29.00 per delegate	0.00	358.00 plus 29.00 per delegate	2.9% / 3.6%
HIGHFIELD QUALIFICATIONS LEVEL 2 - COMMUNITY COURSE (WEEKEND - 1 DAY COURSE)	D	Cost recovery	307.00 plus 28.00 per delegate	0.00	307.00 plus 28.00 per delegate	316.00 plus 29.00 per delegate	0.00	316.00 plus 29.00 per delegate	2.9% / 3.6%
REPLACEMENT CERTIFICATE	D	Cost recovery	23.00	0.00	23.00	24.00	0.00	24.00	4.3%
UNDERTAKE A RISK ASSESSMENT OF A PRIVATE WATER SUPPLY / DISTRIBUTION SYSTEM	S	Cost recovery	500.00	0.00	500.00	500.00	0.00	500.00	0.0%
UNDERTAKE A SAMPLING VISIT TO A PRIVATE WATER SUPPLY / DISTRIBUTION SYSTEM	S	Cost recovery	100.00	0.00	100.00	100.00	0.00	100.00	0.0%
UNDERTAKE AN INVESTIGATION VISIT TO A PRIVATE WATER SUPPLY / DISTRIBUTION SYSTEM	S	Cost recovery	100.00	0.00	100.00	100.00	0.00	100.00	0.0%
UNDERTAKE CHECK MONITORING ANALYSIS OF A PRIVATE WATER SUPPLY / DISTRIBUTION SYSTEM	S	Cost recovery	100.00	0.00	100.00	100.00	0.00	100.00	0.0%
UNDERTAKE AUDIT MONITORING ANALYSIS OF A PRIVATE WATER SUPPLY / DISTRIBUTION SYSTEM	S	Cost recovery	500.00	0.00	500.00	500.00	0.00	500.00	0.0%
GRANT AUTHORISATION TO A PRIVATE WATER SUPPLY / DISTRIBUTION SYSTEM	S	Cost recovery	100.00	0.00	100.00	100.00	0.00	100.00	0.0%
LICENSING									
STREET TRADING INITIAL APPLICATION FEE	S	Cost recovery	140.00	0.00	140.00	144.00	0.00	144.00	2.9%
STREET TRADING DAY TIME TRADING HOURLY RATE	S	Cost recovery	1.60	0.00	1.60	1.65	0.00	1.65	3.1%
STREET TRADING NIGHT TIME TRADING HOURLY RATE	S	Cost recovery	1.95	0.00	1.95	2.00	0.00	2.00	2.6%
SCRAP METAL DEALERS LICENCE (3 YEAR LICENCE)	S	Cost recovery	290.00	0.00	290.00	299.00	0.00	299.00	3.1%
NEW REGISTRATION FOR AN ACUPUNCTURE / EAR PIERCING / TATTOOING / ELECTROLYSIS BUSINESS (PREMISES AND ONE OPERATOR)	S	Cost recovery	225.00	0.00	225.00	232.00	0.00	232.00	3.1%
ADDITIONAL OPERATOR AT NEW ACUPUNCTURE / EAR PIERCING / TATTOOING / ELECTROLYSIS BUSINESS (ONE OPERATOR)	S	Cost recovery	23.00	0.00	23.00	24.00	0.00	24.00	4.3%
ADDITIONAL OPERATOR AT EXISTING ACUPUNCTURE / EAR PIERCING / TATTOOING / ELECTROLYSIS BUSINESS (ONE OPERATOR)	S	Cost recovery	57.00	0.00	57.00	59.00	0.00	59.00	3.5%
ANIMAL WELFARE LICENCE (1 - 3 YEAR LICENCE)	S	Cost recovery	N/A	N/A	N/A	400.00	0.00	400.00	N/A
ANIMAL WELFARE LICENCE - ADDITIONAL ACTIVITY AT APPLICATION	S	Cost recovery	N/A	N/A	N/A	200.00	0.00	200.00	N/A
ANIMAL WELFARE LICENCE - RE-INSPECTION TRANSFER AND OTHER AMENDMENTS	S	Cost recovery	N/A	N/A	N/A	400.00	0.00	400.00	N/A
ANIMAL WELFARE LICENCE - MID-TERM INSPECTION	S	Cost recovery	N/A	N/A	N/A	120.00	0.00	120.00	N/A
DANGEROUS WILD ANIMALS LICENCE NEW APPLICATION (2 YEAR LICENCE)	S	Cost recovery	690.00	0.00	690.00	710.00	0.00	710.00	2.9%

DANGEROUS WILD ANIMALS LICENCE RENEWAL (2 YEAR LICENCE)	S	Cost recovery	440.00	0.00	440.00	453.00	0.00	453.00	3.0%
ZOO LICENCE	S	Cost recovery	1200.00	0.00	1200.00	1236.00	0.00	1236.00	3.0%
NB - NEW ANIMAL WELFARE LICENCE FEES TO BE APPROVED BY REGULATION & APPEAL COMMITTEE END NOVEMBER 2018									
Premises Licence									
New, Variation and Minor Variation	S	Fees fixed			100 - 1,905			100 - 1,905	0%
Annual Fee	S	Fees fixed			70 - 1050			70 - 1050	0%
Club Premises Certificate									
New and Variation	S	Fees fixed			100 - 1905			100 - 1905	0%
Annual Fee	S	Fees fixed			70 - 1050			70 - 1050	0%
Temporary Event Notices	S	Fees fixed			21			21	0%
Personal Licence Applications	S	Fees fixed			37			37	0%
Sexual Entertainment Venue - new application	S	Fees fixed			5,500			5,500	0%
Small Lotteries									
New Applications	S	Fees fixed			40			40	0%
Renewals	S	Fees fixed			20			20	0%
Gaming Machine Permit									
Notification of 2 machines	S	Fees fixed			50			50	0%
> 2 machines (new)	S	Fees fixed			150			150	0%
Variation	S	Fees fixed			100			100	0%
Transfer	S	Fees fixed			25			25	0%
Copy of Permit	S	Fees fixed			15			15	0%
Change of Name	S	Fees fixed			25			25	0%
Annual Fee (>2 machines)	S	Fees fixed			50			50	0%
Club Machine / Gaming Permit									
New Applications	S	Fees fixed			200			200	0%
New App'n (with club prem cert)	S	Fees fixed			100			100	0%
Existing Operator Application	S	Fees fixed			100			100	0%
Annual Fee	S	Fees fixed			50			50	0%
Copy of Permit	S	Fees fixed			15			15	0%
Renewals	S	Fees fixed			200			200	0%
Renewal (with club prem cert)	S	Fees fixed			100			100	0%
Variation	S	Fees fixed			100			100	0%

Family Ent Gaming Machine Permit									
Grant	S	Fees fixed			300			300	0%
Renewal	S	Fees fixed			300			300	0%
Existing Operator Grant	S	Fees fixed			100			100	0%
Change of Name	S	Fees fixed			25			25	0%
Copy of Permit	S	Fees fixed			15			15	0%
Prize Gaming Permit									
Grant	S	Fees fixed			300			300	0%
Renewal	S	Fees fixed			300			300	0%
Existing Operator Grant	S	Fees fixed			100			100	0%
Change of Name	S	Fees fixed			25			25	0%
Copy of Permit	S	Fees fixed			15			15	0%
Track Betting Licence									
New Application	S	Fees fixed			1,650			1,650	0%
Annual Fee	S	Fees fixed			660			660	0%
Transfer of Licence	S	Fees fixed			660			660	0%
Variation	S	Fees fixed			800			800	0%
Provisional Statement	S	Fees fixed			1,650			1,650	0%
Bingo Premises									
New Application	S	Fees fixed			2,300			2,300	0%
Annual Fee	S	Fees fixed			660			660	0%
Transfer of Licence	S	Fees fixed			800			800	0%
Variation	S	Fees fixed			1,200			1,200	0%
Provisional Statement	S	Fees fixed			2,300			2,300	0%
Reinstatement	S	Fees fixed			800			800	0%
Family Entertainment Centre									
New Application	S	Fees fixed			1,320			1,320	0%
Annual Fee	S	Fees fixed			500			500	0%
Transfer of Licence	S	Fees fixed			660			660	0%
Variation	S	Fees fixed			660			660	0%
Provisional Statement	S	Fees fixed			1,320			1,320	0%
Reinstatement	S	Fees fixed			660			660	0%

Betting Premises									
New Application	S	Fees fixed			2,000			2,000	0%
Annual Fee	S	Fees fixed			400			400	0%
Transfer of Licence	S	Fees fixed			800			800	0%
Variation	S	Fees fixed			1,000			1,000	0%
Provisional Staement	S	Fees fixed			2,000			2,000	0%
Reinstatement	S	Fees fixed			800			800	0%
Adult Gaming Centre									
New Application	S	Fees fixed			1,320			1,320	0.0%
Annual Fee	S	Fees fixed			660			660	0.0%
Transfer of Licence	S	Fees fixed			800			800	0.0%
Variation	S	Fees fixed			660			660	0.0%
Provisional Statement	S	Fees fixed			1,320			1,320	0.0%
Reinstatement	S	Fees fixed			800			800	0.0%
					All licencing fees set by Department for Digital, Culture, Media and Sport.				
Taxi Vehicle Licence	D	Cost Recovery							
12 months (under 6 years old)					258			266	3.1%
6 months (6 years old and over)					150			154	2.7%
Temporary Licence					100			105	5.0%
Private Hire Vehicle Licence	D	Cost Recovery							
12 months (under 6 years old) without door stickers					243			250	2.9%
12 months (under 6 years old) with door stickers					150			154	2.7%
6 months (6 years old and over) with door stickers					139			143	2.9%
6 months (6 years old and over) without door stickers					40			41	2.5%
Additional Charge for Executive Licence Plates					100			105	5.0%
Transfer (with door stickers)					65			67	3.1%
Transfer (without door stickers)					40			41	2.5%
Replacement Licence Plate					25			26	4.0%
Repalcement Door Sticker					13			13	0.0%
Licence Plate Platform					10			10	0.0%
Licence Plate Brackets					20			20	0.0%
Drivers Licences	D	Cost Recovery							

Hackney Carriage					180			187	3.9%
Private Hire					180			187	3.9%
Hackney Carriage / Private Hire					240			240	0.0%
Knowledge Tests	D	Cost Recovery							
Hackney Carriage Driver					25			26	4.0%
Private Hire Driver					25			26	4.0%
Hackney carriage Driver / Private Hire					25			26	4.0%
Private Hire Operator					45			46	2.2%
Private Hire Operators - 1 year licence	D	Cost Recovery							
New Applications and Renewals					120			124	3.3%
1 Vehicle					185			190	2.7%
2 - 5 Vehicles					235			242	3.0%
6 - 10 Vehicles					290			299	3.1%
11 - 20 Vehicles					470			484	3.0%
21 - 50 Vehicles					700			771	10.1%
Private Hire Operators - 5 year licence	D	Cost Recovery							
New Applications and Renewals									
1 Vehicle					468			480	2.6%
2 - 5 Vehicles					720			740	2.8%
6 - 10 Vehicles					920			940	2.2%
11 - 20 Vehicles					1,140			1,170	2.6%
21 - 50 Vehicles					1,840			1,890	2.7%
50+ Vehicles					2,040			2,090	2.5%
Applications in Company names - additional charge	D	Cost Recovery			50			50	0.0%
Amendment to Licence	D	Cost Recovery			60			60	0.0%
Other Charges	D	Cost Recovery							
Replacement Identity Badge					16			16	0.0%
Non- Attendance Fee					15			15	0.0%
Replacement Paperwork					10			10	0.0%

Portfolio: HOUSING	FEES & CHARGES TEMPLATE 2019/20								Appendix C
CATEGORY	Statutory (S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change
			Basic	VAT	Total	Basic	VAT	Total	
			£	£	£	£	£	£	%
NEW APPLICATIONS									
HMO Licence - Proactive application	S	Cost recovery	666.00	134.00	800.00	666.00	134.00	800.00	0.0%
HMO Licence - Application through enforcement	S	Cost recovery	833.33	166.67	1000.00	833.33	166.67	1000.00	0.0%
HMO Licence - Proactive application & Landlord Association Member	S	Cost recovery	583.33	116.67	700.00	583.33	116.67	700.00	0.0%
RENEWAL									
HMO Licence - Proactive application	S	Cost recovery	416.67	83.33	500.00	416.67	83.33	500.00	0.0%
HMO Licence - Application through enforcement	S	Cost recovery	583.33	116.67	700.00	583.33	116.67	700.00	0.0%
HMO Licence - Proactive application & Landlord Association Member	S	Cost recovery	333.33	66.67	400.00	333.33	66.67	400.00	0.0%
PROPERTIES WITH 6+ BEDROOMS									
HMO Licence fees	S	Cost recovery	20.83	4.17	25.00	20.83	4.17	25.00	0.0%

Porfolio: PLANNING		FEES & CHARGES TEMPLATE 2019/20									Appendix C
CATEGORY	Statutory(S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change		
			Basic	VAT	Total	Basic	VAT	Total			
			£	£	£	£	£	£	%		
DEVELOPMENT MANAGEMENT											
Planning Application Fees											
Outline applications											
Price per 0.1 hectare for sites up to and including 2.5 hectares. (Note 1)	S	Statutory	462.00	0.00	462.00	462.00	0.00	462.00	0%		
Householder applications											
Housholder Application	S	Statutory	206.00	0.00	206.00	206.00	0.00	206.00	0%		
Dwelling- Houses											
Full Applications (Dwelling Applications- Alterations)	S	Statutory	407.00	0.00	407.00	206.00	0.00	206.00	0%		
Full Applications (New dwellinghouses (up to and including 50) (Note 2)	S	Statutory	462.00	0.00	462.00	462.00	0.00	462.00	0%		
Erection of Buildings No increase in gross floor space or no more than 40 sq m)	S	Statutory	234.00	0.00	234.00	234.00	0.00	234.00	0%		
Erection of Buildings (More than 40 sq m but no more than 75 sq m.) (Notes 3 & 4)	S	Statutory	462.00	0.00	462.00	462.00	0.00	462.00	0%		
Erection of buildings (not dwelling houses, agricultural, glasshouses, plant nor machinery):											
No increase in gross floor space or no more than 40 sq m.	S	Statutory	234.00	0.00	234.00	234.00	0.00	234.00	0%		
More than 40 sq m but no more than 75 sq m.	S	Statutory	462.00	0.00	462.00	462.00	0.00	462.00	0%		
More than 75 sq m but no more than 3,750 sq m for each 75sq m or part thereof	S	Statutory	462.00	0.00	462.00	462.00	0.00	462.00	0%		
More than 3,750 sq m. £22,859 + £138 for each additional 75sq m in excess of 3,750 sq m to a maximum of £300,000.	S	Statutory	22,859.00	0.00	22,859.00	22,859.00	0.00	22,859.00	0%		
The erection of buildings (on land used for agricultural purposes)											
The erection of buildings for Agriculture (Not more than 465 sq m.	S	Statutory	96.00	0.00	96.00	96.00	0.00	96.00	0%		
More than 465 sq m but no more than 540 sq m. (Notes 5 & 6)	S	Statutory	462.00	0.00	462.00	462.00	0.00	462.00	0%		
Erection of glasshouses (on land used for the purpose of agriculture)											
Not more than 465 sq m.	S	Statutory	96.00	0.00	96.00	96.00	0.00	96.00	0%		
More than 465 sq m.	S	Statutory	2,580.00	0.00	2,580.00	2,580.00	0.00	2,580.00	0%		
Erection/ alterations/ replacement of plant and machinery											
Not more than 5 hectares. for each 0.1 hectare (or part thereof) (Note 7)	S	Statutory	462.00	0.00	462.00	462.00	0.00	462.00	0%		
Installation or alteration to a shop front											
Installation or alteration to a shop front	S	Statutory	234.00	0.00	234.00	234.00	0.00	234.00	0%		
Applications other than building works											
Car park, service roads, or other accesses. For existing uses,	S	Statutory	234.00	0.00	234.00	234.00	0.00	234.00	0%		
Waste: Not more than 15 hectares. for each 0.1 hectare (or part thereof) (Note 8)	S	Statutory	234.00	0.00	234.00	234.00	0.00	234.00	0%		
Lawful development certificate											
Existing use or operation. Same as Full application.	S	Statutory	Application Fee	0.00	N/A	Application Fee	0.00	N/A	0%		
Existing use or operation or use in breach of a planning condition.	S	Statutory	234.00	0.00	234.00	234.00	0.00	234.00	0%		
Proposed use or operation. Half the normal planning fee.	S	Statutory	Half application Fee	0.00	N/A	Half application Fee	0.00	N/A	0%		

CATEGORY	Statutory(S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change
			Basic	VAT	Total	Basic	VAT	Total	
			£	£	£	£	£	£	
Up to 100m2. Initial meeting with written response.	D					400	80	480	N/A
Over 100m2 and up to 300 m2. Initial meeting with written response.	D					500	100	600	N/A
Over 300m2 and up to 1000 m2. Initial meeting with written response.	D					750	150	900	N/A
Over 1000m2 and up to 5000 m2. Initial meeting with written response.	D					1,000	200	1,200	N/A
Over 5000 m2. Initial meeting with written response.	D					2,000	400	2,400	N/A
Note: these are rates for initial meetings; 'Follow on' meetings are charged at hourly rates, dependent on staff involved									
Pre-Planning services (18/19)									
Level 1- District or Town-wide impact	S		660	132	792				
Level 2 - Neighbourhood impact	S		280	56	336				
Level 3 - Street impact	S		120	24	144				
Level 4 - Householder impact	S		60	12	72				
Fast Tack (Premium) Service - NEW									
Significant pricing model changes reflect decisions in the Fit For Competition programme									
An accelerated Householder planning application service; fee charged in addition to statutory fee	S					350	70	420	N/A
BUILDING CONTROL									
	S	Cost Recovery							
DOMESTIC FEES- Extensions									
Extension including controllable conservatories, not including basements up to 10m sq- Plan and Inspection	D		416.67	83.33	500.00	416.67	83.33	500.00	0%
Extension including controllable conservatories, not including basements up to 10m sq- Building Notice Fee	D		520.83	104.17	625.00	520.83	104.17	625.00	0%
Extension including controllable conservatories, not including basements 10-40m sq- Plan and Inspection	D		583.33	116.67	700.00	583.33	116.67	700.00	0%
Extension including controllable conservatories, not including basements 10-40m sq- Building Notice Fee	D		729.17	145.83	875.00	729.17	145.83	875.00	0%
Extension including controllable conservatories, not including basements 40-60m sq- Plan	D		375.00	75.00	450.00	375.00	75.00	450.00	0%
Extension including controllable conservatories, not including basements 40-60m sq- Inspection	D		333.33	66.67	400.00	333.33	66.67	400.00	0%
Extension including controllable conservatories, not including basements 40-60m sq- Building Notice Fee	D		887.50	177.50	1,065.00	887.50	177.50	1,065.00	0%
Extension including controllable conservatories, not including basements 60-100m sq- Plan	D		416.67	83.33	500.00	416.67	83.33	500.00	0%
Extension including controllable conservatories, not including basements 60-100m sq- Inspection	D		375.00	75.00	450.00	375.00	75.00	450.00	0%
Extension including controllable conservatories, not including basements 60-100m sq Building Notice Fee	D		987.50	197.50	1,185.00	987.50	197.50	1,185.00	0%
Over 200msq and/or contains a basement	Tailored rates are charged at hourly rates, dependent on staff involved								
DOMESTIC FEES- Extensions used soley as domestic garage, carport and/or store									
Extension including controllable conservatories, not including basements up to 40m sq- Plan	D		125.00	25.00	150.00	0.00	0.00	0.00	-100%
Extension including controllable conservatories, not including basements up to 40m sq- Inspection	D		166.67	33.33	200.00	0.00	0.00	0.00	-100%
Extension including controllable conservatories, not including basements up to 40m sq- Building Notice Fee	D		333.33	66.67	400.00	0.00	0.00	0.00	-100%

CATEGORY	Statutory(S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change
			Basic	VAT	Total	Basic	VAT	Total	
			£	£	£	£	£	£	
Extension including controllable conservatories, not including basements 40-100m sq- Plan	D		166.67	33.33	200.00	0.00	0.00	0.00	-100%
Extension including controllable conservatories, not including basements 40-100m sq- Inspection	D		208.33	41.67	250.00	0.00	0.00	0.00	-100%
Extension including controllable conservatories, not including basements 40-100m sq- Building Notice Fee	D		416.67	83.33	500.00	0.00	0.00	0.00	-100%
	Services no longer offered in 19/20- replaced with up to 100ms sq below.								
Extension including controllable conservatories, not including basements up to 100m sq- Plan	D		375.00	75.00	450.00	375.00	75.00	450.00	0%
Extension including controllable conservatories, not including basements up to 100m sq- Inspection	D		0.00	0.00	0.00	0.00	0.00	0.00	0%
Extension including controllable conservatories, not including basements up to 100m sq- Building Notice Fee	D		416.67	83.33	500.00	416.67	83.33	500.00	0%
Over 100msq and/or contains a basement	Tailored rates are charged at hourly rates, dependent on staff involved								
DOMESTIC FEES- Extensions not used soley as domestic garage, carport and/or store									
Over 30m sq and up to 60m sq Plan	D		375.00	75.00	450.00	375.00	75.00	450.00	0%
Over 30m sq and up to 60m sq Inspection	D		333.33	66.67	400.00	333.33	66.67	400.00	0%
Over 30m sq and up to 60m sq building Notice Fee	D		887.50	177.50	1,065.00	887.50	177.50	1,065.00	0%
Over 60m sq and up to 100m sq Plan	D		416.67	83.33	500.00	416.67	83.33	500.00	0%
Over 60m sq and up to 100m sq Inspection	D		375.00	75.00	450.00	375.00	75.00	450.00	0%
Over 60m sq and up to 100m sq building Notice Fee	D		987.50	197.50	1,185.00	987.50	197.50	1,185.00	0%
Over 100msq	Tailored rates are charged at hourly rates, dependent on staff involved								
Loft Conversions									
Extension including controllable conservatories, not including basements up to 40m sq- Plan	D		125.00	25.00	150.00	0.00	0.00	0.00	-100%
Extension including controllable conservatories, not including basements up to 40m sq- Inspection	D		166.67	33.33	200.00	0.00	0.00	0.00	-100%
Extension including controllable conservatories, not including basements up to 40m sq- Building Notice Fee	D		333.33	66.67	400.00	0.00	0.00	0.00	-100%
Extension including controllable conservatories, not including basements 40-100m sq- Plan	D		166.67	33.33	200.00	0.00	0.00	0.00	-100%
Extension including controllable conservatories, not including basements 40-100m sq- Inspection	D		208.33	41.67	250.00	0.00	0.00	0.00	-100%
Extension including controllable conservatories, not including basements 40-100m sq- Building Notice Fee	D		416.67	83.33	500.00	0.00	0.00	0.00	-100%
Over 100msq	Services no longer offered in 19/20- replaced with up to fee below.								
Loft Conversion- Plan	D		0.00	0.00	0.00	666.67	133.33	800.00	100%
Loft Conversion- Building Notice Fee	D		0.00	0.00	0.00	833.33	166.67	1,000.00	100%
Garage Conversion to habitable room/s (not forming self-contained dwelling)									
Up to 40m sq Plan	D		166.67	33.33	200.00	0.00	0.00	0.00	-100%
Up to 40m sq Inspection	D		125.00	25.00	150.00	0.00	0.00	0.00	-100%
Up to 40m sq Building Notice Fee	D		333.33	66.67	400.00	0.00	0.00	0.00	-100%

CATEGORY	Statutory(S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change
			Basic	VAT	Total	Basic	VAT	Total	
			£	£	£	£	£	£	
Over 40m sq and up to 60m sq Plan	D		208.33	41.67	250.00	0.00	0.00	0.00	-100%
Over 40m sq and up to 60m sq Inspection	D		125.00	25.00	150.00	0.00	0.00	0.00	-100%
Over 40m sq and up to 60m sq Building Notice Fee	D		395.83	79.17	475.00	0.00	0.00	0.00	-100%
	Services no longer offered in 19/20- replaced with fee 60msq below.								
Up to 60m sq Plan	D		0.00	0.00	0.00	375.00	75.00	450.00	100%
Up to 60m sq Building Notice Fee	D		0.00	0.00	0.00	416.67	83.33	500.00	100%
Over 60m sq	Tailored rates are charged at hourly rates, dependent on staff involved								
Controllable Electrical Work (Not competent persons schemes)									
Rewire/partial rewire of single home/dwelling Plan	D		291.67	58.33	350.00	291.67	58.33	350.00	0%
Rewire/partial rewire of single home/dwelling Building Notice Fee	D		291.67	58.33	350.00	291.67	58.33	350.00	0%
Any other controllable electrical work Plan	D		291.67	58.33	350.00	291.67	58.33	350.00	0%
Any other controllable electrical work Building Notice Fee	D		291.67	58.33	350.00	291.67	58.33	350.00	0%
Structural and Other Alterations to a Building									
Estimated cost less than £2,000- Plan	D		187.50	37.50	225.00	0.00	0.00	0.00	-100%
Estimated cost less than £2,000- Inspection	D		0.00	0.00	0.00	0.00	0.00	0.00	0%
Estimated cost less than £2,000- Building Notice Fee	D		187.50	37.50	225.00	0.00	0.00	0.00	-100%
Estimated cost £2,000-£5,000- Plan	D		291.67	58.33	350.00	0.00	0.00	0.00	-100%
Estimated cost £2,000-£5,000- Inspection	D		0.00	0.00	0.00	0.00	0.00	0.00	0%
Estimated cost £2,000- £5,000- Building Notice Fee	D		291.67	58.33	350.00	0.00	0.00	0.00	-100%
	Services no longer offered in 19/20- replaced with fee for up to £5,000 below.								
Estimated cost less than £5,000- Plan and Inspection	D		0.00	0.00	0.00	291.67	58.33	350.00	100%
Estimated cost less than £5,000- Building Notice Fee	D		0.00	0.00	0.00	291.67	58.33	350.00	100%
Estimated cost £5,000-£25,000- Plan	D		250.00	50.00	300.00	0.00	0.00	0.00	-100%
Estimated cost £5,000-£25,000- Inspection	D		145.83	29.17	175.00	0.00	0.00	0.00	-100%
	Services no longer offered in 19/20- replaced with fee for Plan and Inspection below.								
Estimated cost £5,000-£25,000- Plan and Inspection	D		0.00	0.00	0.00	395.83	79.17	475.00	100%
Estimated cost £5,000- £25,000- Building Notice Fee	D		479.17	95.83	575.00	498.33	99.67	598.00	4%
Estimated cost £25,000-£50,000- Plan	D		333.33	66.67	400.00	346.67	69.33	416.00	4%
Estimated cost £25,000-£50,000- Inspection	D		250.00	50.00	300.00	260.00	52.00	312.00	4%
Estimated cost £25,000- £50,000- Building Notice Fee	D		687.50	137.50	825.00	715.00	143.00	858.00	4%

CATEGORY	Statutory(S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change
			Basic	VAT	Total	Basic	VAT	Total	
			£	£	£	£	£	£	
Estimated cost Over £50,000- Plan			Tailored rates are charged at hourly rates, dependent on staff involved						
Energy Efficiency Improvements (Not competent person scheme)									
Windows/Doors- Up to 20 installed- Plan Fee	D		166.67	33.33	200.00	166.67	33.33	200.00	0%
Windows/Doors- Up to 20 installed- Building Notice Fee	D		166.67	33.33	200.00	166.67	33.33	200.00	0%
Windows/Doors- over 20 installed Plan Fee	D		208.33	41.67	250.00	208.33	41.67	250.00	0%
Windows/Doors- over 20 installed Building Notice Fee	D		208.33	41.67	250.00	208.33	41.67	250.00	0%
Renovation of a thermal element Plan Fee	D		166.67	33.33	200.00	166.67	33.33	200.00	0%
Renovation of a thermal element Building Notice Fee	D		166.67	33.33	200.00	166.67	33.33	200.00	0%
New and replacement boiler/heating appliance Plan Fee	D		166.67	33.33	200.00	166.67	33.33	200.00	0%
New and replacement boiler/heating appliance Building Notice Fee	D		166.67	33.33	200.00	166.67	33.33	200.00	0%
Installation of solar panels Plan Fee	D		145.83	29.17	175.00	145.83	29.17	175.00	0%
Installation of solar panels Building Notice Fee	D		145.83	29.17	175.00	145.83	29.17	175.00	0%
Cavity Wall Insulation- Plan Fee	D		145.83	29.17	175.00	145.83	29.17	175.00	0%
Cavity Wall Insulation- Building Notice Fee	D		145.83	29.17	175.00	145.83	29.17	175.00	0%
New Houses and Flats									
1 Dwelling- Plan Fee	D		291.67	58.33	350.00	333.33	66.67	400.00	14%
1 Dwelling- Inspection Fee	D		375.00	75.00	450.00	416.67	83.33	500.00	11%
1 Dwelling- Building Notice Fee	D		791.67	158.33	950.00	875.00	175.00	1,050.00	11%
2 Dwellings- Plan Fee	D		375.00	75.00	450.00	416.67	83.33	500.00	11%
2 Dwellings-- Inspection Fee	D		541.67	108.33	650.00	583.33	116.67	700.00	8%
2 Dwellings- Building Notice Fee	D		1,125.00	225.00	1,350.00	1,208.33	241.67	1,450.00	7%
3 Dwellings-- Plan Fee	D		500.00	100.00	600.00	541.67	108.33	650.00	8%
3 Dwellings-- Inspection Fee	D		666.67	133.33	800.00	708.33	141.67	850.00	6%
3 Dwellings-- Building Notice Fee	D		1,395.83	279.17	1,675.00	1,500.00	300.00	1,800.00	7%
Street Naming/Numbering			Significant price changes reflect decisions in the Fit For Competition programme						
House Name Change	D		50.00	0.00	50.00	75.00	0.00	75.00	50%
Rename of Street requested by residents (plus £75 for each property)	D		500.00	0.00	500.00	500.00	0.00	500.00	0%
Street Naming Changes- new properties 1 property	D		38.00	0.00	38.00	75.00	0.00	75.00	97%
Street Naming Changes- new properties 2-5 properties price per property (maximum of £280)	D		60.00	0.00	60.00	60.00	0.00	60.00	0%
Street Naming Changes- new properties 6-25 properties	D		240.00	0.00	240.00	350.00	0.00	350.00	46%

CATEGORY	Statutory(S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change
			Basic	VAT	Total	Basic	VAT	Total	
			£	£	£	£	£	£	
Street Naming Changes- new properties 26-75 properties	D		600.00	0.00	600.00	600.00	0.00	600.00	0%
Street Naming Changes- new properties 76+ properties	D		840.00	0.00	840.00	840.00	0.00	840.00	0%
Additional Costs of Street Naming/Numbering									
Includes Naming of Street	D		153.00	0.00	153.00	200.00	0.00	200.00	31%
Includes Naming of a Building e.g. a block of flats	D		153.00	0.00	153.00	180.00	0.00	180.00	18%

Notes

- 1 £11,432 + £138 for each 0.1 in excess of 2.5 hectares to a maximum of £150,000.
- 2 New dwellinghouses (for more than 50) £22,859 + £138 per additional dwellinghouse in excess of 50 up to a maximum fee of £300,000
- 3 More than 540 sq m but no more than 4,215 sq m. £462 for first 540 sq m + £462 for each 75 sq m (or part thereof) in excess of 540 sq m
- 4 More than 4,215 sq m. £22,859 + £138 for each 75 sq m (or part thereof) in excess of 4,215 sq m up to a maximum of £300,000.
- 5 More than 540 sq m but no more than 4,215 sq m. £462 for first 540 sq m + £462 for each 75 sq m (or part thereof) in excess of 540 sq m
- 6 More than 4,215 sq m. £22,859 + £138 for each 75 sq m (or part thereof) in excess of 4,215 sq m up to a maximum of £300,000.
- 7 More than 5 hectares. £22,859 + additional £138 for each 0.1 hectare (or part thereof) in excess of 5 hectares to a maximum of £300,000
- 8 More than 15 hectares. £34,934 + £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000
- 9 Agricultural and Forestry buildings and operations or demolition of buildings, £96.
- 10 Communications (previously referred to as 'Telecommunications Code Systems Operators') (Part 16, Class A), £462
- 11 Proposed change of use to state funded school or registered nursery, £96
- 12 Proposed change of use of Agricultural Building to a State-funded school or registered nursery (Part 3, Class S), £96
- 13 Proposed change of use of Agricultural Building to a flexible commercial use (Part 3, Class R), £96
- 14 Proposed change of use of a building from offices to dwellinghouses (Part 3, Class O), £96
- 15 Proposed change of use of agricultural building to a dwellinghouse, where there are no associated building operations, £96
- 16 Proposed change of use of agricultural building to dwellinghouses, and associated building operations (Part 3, Class Q), £206
- 17 Proposed change of use of a building from a retail use or a mixed retail and residential use to dwellinghouses where there are no associated building operations, £96
- 18 Proposed change of use of a building from a retail use or a mixed retail and residential use to dwellinghouses, and associated buildings operations (Part 3, Class M), £206
- 19 Notification for prior approval for a change of use from storage or distribution buildings and any land within curtilage to dwellinghouses (Part 3, Class P), £96
- 20 Notification for prior approval for a change of use from amusement arcades/ centres and casino, (sui generis uses) and any land within its curtilage to dwellinghouses, £96
- 21 Notification for prior approval for a change of use from amusement arcades/ centres and casinos, (sui generis uses) and any land within its curtilage to dwellinghouses and associated building operations (Part 3, Class N), £206
- 22 Notification for prior approval for a change of use from retail, betting office or pay day loan shop or casino to restaurant or café (Part 3, Class C) £96
- 23 Notification for prior approval for a change of use from retail, betting offices, pay day loan shops and casinos (Sui Generis uses) to restaurants and cafes and associated building operations, £206
- 24 Notification for prior approval for a change of use from retail, betting offices, pay day loan shops and casinos (Sui Generis uses) to assembly and leisure (Part 3, Class J), £96
- 25 Notification for Prior approval for the erection or construction of a click and collect facility (Part 7, Class C) £96
- 26 Notification for prior approval for the temporary use of buildings or land for film making processes (Part 4, Class E), £96
- 27 Notification for prior approval for the installation or alteration of solar equipment on the roofs of non-domestic buildings (Part 14, class J), £96
- 28 Notification for prior approval for toll road facilities (Part 9, Class D) £96
- 29 Number of dwellinghouses is more than 50. £22,859 + £138 for each in excess of 50 up to a maximum of £300,000

CATEGORY	Statutory(S) / Discretionary (D)	Charging Policy	Approved charges 2018/19			Proposed charges 2019/20			Change
			Basic	VAT	Total	Basic	VAT	Total	
			£	£	£	£	£	£	%

Concessions

Exemptions from payment:

An application solely for the alteration or extension of an existing dwellinghouse; or works in the curtilage of an existing dwellinghouse (other than the erection of a dwellinghouse) for the purpose of providing:

Means of access to or within it for a disabled person who is resident in it, or is proposing to take up residence in it; or

Facilities designed to secure that person's greater safety, health or comfort

An application solely for the carrying out the operations for the purpose of providing a means of access for disabled persons to or within a building or premises to which members of the public are admitted.

An application for Listed Building Consent, Demolition in a Conservation Area or Consent for works to a tree protected by a Tree Preservation Order Planning permission for relevant demolition in a conservation area

Works to Trees covered by a Tree Preservation Order or in a Conservation area hedgerow removal

Application for development within 12 months of a refusal, withdrawal or approval of an earlier application for the same character on the same site for the same applicant. This exemption can only be claimed once for refusal/withdrawal and

If the application is for consent to display an advertisement following either a withdrawal of an earlier application (before notice of decision was issued) of where the application is made following refusal of consent for display of an

If the application is for consent to display an advertisement which results from a direction under Regulation 7 of the 2007 Regulations, dis-applying deemed consent under Regulation 6 to the advertisement in question

If the application is for alternative proposals for the same site by the same applicant, in order to benefit from the permitted development right in Schedule 2 Part 3 Class V of the Town and Country Planning (General Permitted Development)

If the application is for Certificate of Lawfulness of Proposed Works to a listed building

Prior approval for a Proposed Large Home Extension

There is no fee for approval of conditions under the advertisement regulations or under the Planning (Listed Buildings and Conservation Areas) Act 1990.

Reductions to payments

If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving buildings then the fee is £462

If the application is being made on behalf of a parish or community council then the fee is 50%

If the application is an alternative proposal being submitted on the same site by the same applicant on the same day, where this application is of less cost then the fee is 50%

In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £462

If the application is for a Lawful Development Certificate for a Proposed use or development, then the fee is 50%

If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for the highest fee plus half sum of the others

If the relevant land straddles the boundary between planning authorities a planning application must be made to all authorities involved. The fee is only payable to the planning authority in whose area the largest part of the land is situated.

The fee will be one and a half times the amount which would have been payable if the application had not been cross boundary and the responsibility of only one planning authority.

Portfolio: STRATEGY AND COMMUNICATIONS				FEES & CHARGES TEMPLATE 2019/20						Appendix C	
CATEGORY	Account code	Statutory(S)/Discretionary(D)	Charging Policy	Comments	Approved charges 2018/19			Proposed charges 2019/20			Change
					Basic	VAT	Total	Basic	VAT	Total	
					£	£	£	£	£	£	
LAND CHARGES											
Land Charge - First Parcel of Land LLC1	L007 / 8 M522 /3	Statutory	Cost recovery		32.00	N/A	32.00	33.00	N/A	33.00	3%
Land Charge - Each Additional Parcel of Land LLC1	L007 / 8 M522 /3	Statutory	Cost recovery		15.00	N/A	15.00	16.00	N/A	16.00	7%
Land Charge - First Parcel of Land CON29	L007 / 8 M522 /3	Statutory	Cost recovery		82.00	16.40	98.40	85.00	17.00	102.00	4%
Land Charge - Each Additional Parcel of Land CON29	L007 / 8 M522 /3	Statutory	Cost recovery		15.00	3.00	18.00	16.00	3.20	19.20	7%
CON290 - Optional Enquiries 5 - 22	L007 / 8 M522 /3	Statutory	Cost recovery		10.00	2.00	12.00	11.00	2.20	13.20	10%
Development in Vicinity Enquiry	L007 / 8 M522 /3	Statutory	Cost recovery		15.00	3.00	18.00	16.00	3.20	19.20	7%
				Benchmarked against neighbouring authorities confirmed similar charges							
ELECTORAL REGISTER											
Paper copy of Electoral Register (per 1000 electors)	K299	Statutory	Prescribed by Cabinet Office		5.00	0.00	5.00	5.00	0.00	5.00	0.00
Paper copy of Electoral Register - admin fee	K299	Statutory			10.00	0.00	10.00	10.00	0.00	10.00	0.00
Data copy of Electoral Register (per 1000 electors)	K299	Statutory			1.50	0.00	1.50	1.50	0.00	1.50	0.00
Data copy of Electoral Register - admin fee	K299	Statutory			20.00	0.00	20.00	20.00	0.00	20.00	0.00
Credit Reference Agencies Monthly update of Register (per month)	K299	Statutory			20.00	0.00	20.00	20.00	0.00	20.00	0.00
Marked copies of Registers - Paper (per 1000 entries)	K299	Statutory			12.00	0.00	12.00	12.00	0.00	12.00	0.00
Marked copies of Registers - Data (per 1000 entries)	K299	Statutory			11.00	0.00	11.00	11.00	0.00	11.00	0.00
Wycombe District Times Advertising - Full Page Inside Front Cover	P798	Discretionary	Advertising at market rates	Cost of producing WDT's 3 editions annually is £50k. It is not a commercial magazine so need to	1,300.00	260.00	1,560.00	1,365.00	273.00	1,638.00	5%
Wycombe District Times Advertising - Full Page Internal	P799				1,250.00	250.00	1,500.00	1,312.50	262.50	1,575.00	5%
Wycombe District Times Advertising - Half Page Internal Landscape	P800				700.00	140.00	840.00	735.00	147.00	882.00	5%
Wycombe District Times Advertising - Quarter Page Internal Portrait	P801				375.00	75.00	450.00	393.75	78.75	472.50	5%