



SCRUTINY COMMITTEE

ROOMS 2 & 3, BURNLEY TOWN HALL

Thursday, 24th November, 2022 at 6.30
pm

SUPPLEMENTARY AGENDA

11) *Fees and Charges Tariff Report 2023/24*

3 - 50

To consider a report on fees and charges for 2023/24.

**18) *Town to Turf Scheme Delivery Procurement of Services and
Materials***

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To consider a report relating to the procurement of services and materials for the Town to Turf scheme.

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

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BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2023

Appendix A

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
COMMUNITY SERVICES									
GREEN SPACES & AMENITIES									
CEMETERIES									
<u>Interment Fees</u>									
Under 1 year	no charge		no charge						
Over 1 year - 17 years	323.00	5.00	339.15	339.00	-	339.00	zero	1-Apr-23	
18 years and over	1,237.00	5.00	1,298.85	1,299.00	-	1,299.00	zero	1-Apr-23	
Where Casket is used	1,437.00	5.00	1,508.85	1,509.00	-	1,509.00	zero	1-Apr-23	
Where Vault is used	1,437.00	5.00	1,508.85	1,509.00	-	1,509.00	zero	1-Apr-23	
Interment after appointed time	209.00	5.00	219.45	219.00	-	219.00	zero	1-Apr-23	
Interment of cremated remains	250.00	5.00	262.50	263.00	-	263.00	zero	1-Apr-23	
<u>Interment Fees - Public Grave</u>									
Over 1 year - 17 years	203.00	5.00	213.15	213.00	-	213.00	zero	1-Apr-23	
18 years and over	415.00	5.00	435.75	436.00	-	436.00	zero	1-Apr-23	
Service in Cemetery Chapel	154.00	5.00	161.70	162.00	-	162.00	zero	1-Apr-23	
NHS Charge (pre-term)	74.00	5.00	77.70	78.00	-	78.00	zero	1-Apr-23	
<u>Removal & Replacement</u>									
Headstones (remove and re-fix to National Association of Memorial									
Monuments standards)	192.00	5.00	201.60	202.00	-	202.00	zero	1-Apr-23	
Sidestones	158.00	5.00	165.90	166.00	-	166.00	zero	1-Apr-23	
Chippings	96.00	5.00	100.80	101.00	-	101.00	zero	1-Apr-23	
<u>Right to Erect Memorials</u>									
Headstone (900mm maximum)(including first inscription)	195.00	5.00	204.75	205.00	34.17	170.83	20.00	1-Apr-23	
Wooden Cross	51.00	5.00	53.55	54.00	9.00	45.00	20.00	1-Apr-23	
Vase without inscription and under 300 mm	FOC	5.00	FOC	FOC		FOC			
Otherwise	97.00	5.00	101.85	102.00	17.00	85.00	20.00	1-Apr-23	
Inscription (each)	51.00	5.00	53.55	54.00	9.00	45.00	20.00	1-Apr-23	
<u>Construction</u>									
Vault - Single Space/Depth	2,439.00	5.00	2,560.95	2,561.00	-	2,561.00	zero	1-Apr-23	
Vault - Double Space	At Cost			At Cost	-	At Cost	zero		
is this construction (Vatable) or right to contract (Non Vatable)									

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2023
Appendix A

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<u>Exclusive Right of Burial</u>									
<u>Burnley</u>									
Row 1 - 4	1,120.00	5.00	1,176.00	1,176.00	-	1,176.00	zero	1-Apr-23	
Lawn Section	1,377.00	5.00	1,445.85	1,446.00	-	1,446.00	zero	1-Apr-23	
Half Grave (for burial of ashes only)	444.00	5.00	466.20	466.00	-	466.00	zero	1-Apr-23	
Any other row	1,120.00	5.00	1,176.00	1,176.00	-	1,176.00	zero	1-Apr-23	
Additional charge for Vault	703.00	5.00	738.15	738.00	-	738.00	zero	1-Apr-23	
Purchase of above by Non-Resident of Burnley Borough									
<u>Miscellaneous</u>									
Search of Register	FOC		FOC	FOC		FOC			
<u>Padiham Garden of Remembrance</u>									
Use of Memorial Stone	128.00	5.00	134.40	134.00	-	134.00	zero	1-Apr-23	
Use of Niche for one person	236.00	5.00	247.80	248.00	-	248.00	zero	1-Apr-23	
Additional remains in Niche	149.00	5.00	156.45	156.00	-	156.00	zero	1-Apr-23	
<u>CREMATORIUM</u>									
<u>Cremation</u>									
Under 1 year	no charge		no charge						
Over 1 year - 17 years	219.00	11.54	244.28	244.00	-	244.00	zero	1-Apr-23	
18 years and over	764.00	11.54	852.20	852.00	-	852.00	zero	1-Apr-23	
Direct Cremation (before 9.30am, no chapel service)	408.00	11.54	455.10	455.00	-	455.00	zero	1-Apr-23	
Medical Referee	18.00	5.00	18.90	19.00	-	19.00	zero	1-Apr-23	
Additional fee for Saturday & 12.30 additional time	211.00	11.54	235.36	235.00	-	235.00	zero	1-Apr-23	
NHS Charge (pre-term)	36.00	5.00	36.00	36.00	-	36.00	zero	1-Apr-23	
<u>Entries in Book of Remembrance</u>									
2 line	111.00	5.00	116.55	117.00	19.50	97.50	20.00	1-Apr-23	
5 line	173.00	5.00	181.65	182.00	30.33	151.67	20.00	1-Apr-23	
8 line	255.00	5.00	267.75	268.00	44.67	223.33	20.00	1-Apr-23	
5 line with flower emblem	239.00	5.00	250.95	251.00	41.83	209.17	20.00	1-Apr-23	
5 line with Badge	266.00	5.00	279.30	279.00	46.50	232.50	20.00	1-Apr-23	
6 line with Coat of Arms	341.00	5.00	358.05	358.00	59.67	298.33	20.00	1-Apr-23	
<u>Remembrance Cards</u>									
With 2 line inscription	69.00	5.00	72.45	72.00	12.00	60.00	20.00	1-Apr-23	
With 5 line inscription	81.00	5.00	85.05	85.00	14.17	70.83	20.00	1-Apr-23	
With 8 line inscription	110.00	5.00	115.50	116.00	19.33	96.67	20.00	1-Apr-23	
Additional 2 line inscription	41.00	5.00	43.05	43.00	7.17	35.83	20.00	1-Apr-23	
Additional 5 line inscription	54.00	5.00	56.70	57.00	9.50	47.50	20.00	1-Apr-23	
Additional 8 line inscription	63.00	5.00	66.15	66.00	11.00	55.00	20.00	1-Apr-23	
Additional cost for flower emblem (only with 5 or 8 line entry)	69.00	5.00	72.45	72.00	12.00	60.00	20.00	1-Apr-23	
<u>Retaining of Ashes</u>									
After 1 month (per month)	72.00	5.00	75.60	76.00	-	76.00	zero	1-Apr-23	
<u>Scattering of Ashes</u>									
Cremation not at Burnley	72.00	5.00	75.60	76.00	-	76.00	zero	1-Apr-23	
<u>Memorial Wall</u>									
Lakeland stone plaque	552.00	5.00	579.60	580.00	96.67	483.33	20.00	1-Apr-23	
(plus lettering per letter - existing walls only, new walls subject to)	3.00	5.00	3.15	3.00	0.50	2.50	20.00	1-Apr-23	

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2023

Appendix A

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
new price list)									
Additional inscription admin charge (plus lettering)	42.00	5.00	44.10	44.00	7.33	36.67	20.00	1-Apr-23	
Emblem	40.00	5.00	42.00	42.00	7.00	35.00	20.00	1-Apr-23	
Renewal of lease at end of agreement per 5 years	75.00	5.00	78.75	79.00	13.17	65.83	20.00	1-Apr-23	
<u>Tree of Remembrance</u>									
Engraved Remembrance Leaf	60.00	5.00	63.00	63.00	10.50	52.50	20.00	1-Apr-23	
<u>Ash Plots</u>									
Exclusive right of burial (40 years)	444.00	5.00	466.20	466.00	77.67	388.33	20.00	1-Apr-23	
Interment fee	250.00	5.00	262.50	263.00	43.83	219.17	20.00	1-Apr-23	
Right to erect memorial	281.00	5.00	295.05	295.00	49.17	245.83	20.00	1-Apr-23	
Foundation	25.00	5.00	26.25	26.00	4.33	21.67	20.00	1-Apr-23	

PARKS - OUTDOOR SPORTS ACTIVITIES & EVENTS

Events - Towneley Park

Local Organisations	180.80	5.00	189.84	189.80	31.63	158.17	20.00	1-Apr-23	
Non Resident Organisation - per event	461.10	5.00	484.16	484.15	80.69	403.46	20.00	1-Apr-23	
Fair Events	POA			POA					

Towneley Park

Cricket	59.35	5.00	62.32	62.30	10.38	51.92	20.00	1-Apr-23	
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	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<u>Football pitches (from 1st August each year)</u>									
Grade A - (changing, showers & attendant) Prairie, Fennyfold, Towneley	59.35	5.00	62.32	62.30	10.38	51.92	20.00	1-Apr-23	
Grade B (pitch only) Queens Park, Worsthorne, Stoneyholme, Hapton	41.65	5.00	43.73	43.75	7.29	36.46	20.00	1-Apr-23	
<u>Barden Central Arena</u> Burnley United A F C per season	n/a		not charged in lieu of cleaning and management						
<u>Junior Football</u> Hire of Junior pitch	12.90	5.00	13.55	13.55	2.26	11.29	20.00	1-Apr-23	
Use of changing accommodation only	12.90	5.00	13.55	13.55	2.26	11.29	20.00	1-Apr-23	
<u>ALLOTMENTS</u>									
Allotment Rent per m ²	0.31	5.00	0.33	0.33	-	0.33	zero	1-Apr-23	
Concessionary Rental (50%)	0.14	5.00	0.15	0.15	-	0.15	zero	1-Apr-23	
Water	15.80	5.00	16.59	16.60	-	16.60	zero	1-Apr-23	
Admin fee for setting up of new tenancy agreements	12.85	5.00	13.49	13.50	2.25	11.25	20.00	1-Apr-23	
Note : Allotments users require 3 months notice of any price increases.									
<u>TOWNELEY</u>									
Car Parking - Pay & Display									
Riverside - per day	1.50	33.00	2.00	2.00	0.33	1.67	20.00	1-Apr-23	
Towneley Hall - per hour	0.80	5.00	0.84	0.80	0.13	0.67	20.00	1-Apr-23	
9 Hole Golf - per day	1.50	33.00	2.00	2.00	0.33	1.67	20.00	1-Apr-23	
Causeway End / Golf Course - per day	2.00	5.00	2.10	2.10	0.35	1.75	20.00	1-Apr-23	
Barwise per day	1.50	33.00	2.00	2.00	0.33	1.67	20.00	1-Apr-23	
Woodgroove - per day	1.50	33.00	2.00	2.00	0.33	1.67	20.00	1-Apr-23	

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Car Parking - Contracts (per annum)									
Towneley Hall	61.00	33.00	81.13	81.10	13.52	67.58	20.00	1-Apr-23	
Riverside	40.00	33.00	53.20	53.20	8.87	44.33	20.00	1-Apr-23	
Barwise	40.00	33.00	53.20	53.20	8.87	44.33	20.00	1-Apr-23	
Woodgrove	61.00	33.00	81.13	81.10	13.52	67.58	20.00	1-Apr-23	
TOWNELEY HALL									
<u>Guided Tours</u>									
Local Links Subscription Scheme for Schools - per annum	233.90	5.00	245.60	245.60	40.93	204.67	20.00	1-Apr-23	
Daytime - per person	8.50	5.00	8.93	8.95	1.49	7.46	20.00	1-Apr-23	
Evening - per person	12.80	5.00	13.44	13.45	2.24	11.21	20.00	1-Apr-23	
School Groups per person - half day	2.65	5.00	2.78	2.80	0.47	2.33	20.00	1-Apr-23	
School Groups per person - full day	5.35	5.00	5.62	5.60	0.93	4.67	20.00	1-Apr-23	
<u>Use of Hall</u>									
Commercial Photography	320.00	5.00	336.00	336.00	56.00	280.00	20.00	1-Apr-23	
Filming Fees	1,067.00	5.00	1,120.35	1,120.00	186.67	933.33	20.00	1-Apr-23	
Great Hall (by negotiation) fees start from	640.00	5.00	672.00	672.00	112.00	560.00	20.00	1-Apr-23	*
up to	1,067.00	5.00	1,120.35	1,120.00	186.67	933.33	20.00	1-Apr-23	*
Regency Rooms Daytime Events (by negotiation) fees start from	640.00	5.00	672.00	672.00	112.00	560.00	20.00	1-Apr-23	*
up to	1,067.00	5.00	1,120.35	1,120.00	186.67	933.33	20.00	1-Apr-23	*
Regency Rooms Evening Events (by negotiation) fees start from	640.00	5.00	672.00	672.00	112.00	560.00	20.00	1-Apr-23	*
up to	1,067.00	5.00	1,120.35	1,120.00	186.67	933.33	20.00	1-Apr-23	*
Lecture Theatre (by negotiation) fees start from	107.00	5.00	112.35	112.00	18.67	93.33	20.00	1-Apr-23	
up to	320.00	5.00	336.00	336.00	56.00	280.00	20.00	1-Apr-23	
Great Hall & both Regency Rooms (by negotiation) fees start from	533.00	5.00	559.65	560.00	93.33	466.67	20.00	1-Apr-23	*
up to	3,732.00	5.00	3,918.60	3,919.00	653.17	3,265.83	20.00	1-Apr-23	*

* 50% discount for Charities

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	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<u>Conferences & Meetings</u>									
Lecture Theatre Room Hire - fees start from	106.65	5.00	111.98	112.00	18.67	93.33	20.00	1-Apr-23	*
up to	319.90	5.00	335.90	335.90	55.98	279.92	20.00	1-Apr-23	*
Tea & Coffee per person per serving	1.05	5.00	1.10	1.10	0.18	0.92	20.00	1-Apr-23	
* 50% discount for Charities									
<u>Wedding Charges</u>									
Regency Rooms - ceremony only fees start from	373.00	5.00	391.65	392.00	65.33	326.67	20.00	1-Apr-23	
up to	1,599.00	5.00	1,678.95	1,679.00	279.83	1,399.17	20.00	1-Apr-23	
Great Hall & Regency Rooms ceremony & afternoon reception up to 7pm									
fees start from	533.00	5.00	559.65	560.00	93.33	466.67	20.00	1-Apr-23	
up to	3,732.00	5.00	3,918.60	3,919.00	653.17	3,265.83	20.00	1-Apr-23	
Photography - grounds/formal gardens	64.00	5.00	67.20	67.00	11.17	55.83	20.00	1-Apr-23	
Photography - grounds/formal gardens & inside	107.00	5.00	112.35	112.00	18.67	93.33	20.00	1-Apr-23	
<u>Entrance Fees</u>									
Adult - 12 month pass - 50% reduction in fee between October 22 and Jan 25 due to building works	5.00	(50.00)	2.50	2.50	0.42	2.08	20.00	1-Apr-23	*
50% reduction on wedding & event days due to rooms being closed									
Free admission for children and students									
<u>THOMPSON PARK</u>									
<u>Car Parking - Pay & Display</u>									
Thompson Park - per day	2.00	25.00	2.50	2.50	0.42	2.08	20.00	1-Apr-23	
<u>BANK HALL</u>									
MIPERMIT Parking - per hour (first 2 hours free)	NEW	NEW	0.50	0.50	0.08	0.42	20.00	NEW	

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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STREETSCENE

CAR PARKING CHARGES

The current strategy is to increase car parking charges every two years.

Short Stay Car Parks

Elizabeth St / Grimshaw St / Standish St / Parker Lane /

William Thompson / Orchard Bridge / Cow Lane 1 & 2 / Pioneer 1 /

Sutcliffe St / Thomas St

0-1 hour	Monday - Saturday	1.00	5.00	1.05	1.10	0.18	0.92	20.00	1-Apr-23
1-2 hours		1.60	5.00	1.68	1.70	0.28	1.42	20.00	1-Apr-23
2-3 hours		2.10	5.00	2.21	2.20	0.37	1.83	20.00	1-Apr-23
3 Hours plus		5.60	5.00	5.88	5.90	0.98	4.92	20.00	1-Apr-23
Sundays & Bank Holidays		Free			Free				
Disabled pass holders - up to 3 hrs		Free			Free				

Disabled pass holders - over 3 hrs - charges apply as above

0-1 hour	Saturday only	1.00	5.00	1.05	1.10	0.18	0.92	20.00	1-Apr-23
1-2 hours		1.60	5.00	1.68	1.70	0.28	1.42	20.00	1-Apr-23
2-3 hours		2.10	5.00	2.21	2.20	0.37	1.83	20.00	1-Apr-23
3 Hours plus		5.60	5.00	5.88	5.90	0.98	4.92	20.00	1-Apr-23
Disabled pass holders - up to 3 hrs		Free			Free				

Disabled pass holders - over 3 hrs - charges apply as above

Pioneer 2 / King St

0-1 hour	Monday - Saturday	1.00	5.00	1.05	1.10	0.18	0.92	20.00	1-Apr-23
1-2 hours		1.60	5.00	1.68	1.70	0.28	1.42	20.00	1-Apr-23
2-3 hours		2.10	5.00	2.21	2.20	0.37	1.83	20.00	1-Apr-23
3 Hours plus		3.80	5.00	3.99	4.00	0.67	3.33	20.00	1-Apr-23

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Disabled pass holders - up to 3 hrs	Free			Free					
Disabled pass holders - over 3 hrs - charges apply as above									
Charter Walk Surface Car Park									
0-1 hour	1.00	5.00	1.05	1.10	0.18	0.92	20.00	1-Apr-23	
1-2 hours	1.50	5.00	1.58	1.60	0.27	1.33	20.00	1-Apr-23	
2-3 hours	2.00	5.00	2.10	2.10	0.35	1.75	20.00	1-Apr-23	
3-4 hours	2.50	5.00	2.63	2.60	0.43	2.17	20.00	1-Apr-23	
Daily Charge	8.00	5.00	8.40	8.40	1.40	7.00	21.00	1-Apr-23	
0-2 hours	1.00	5.00	1.05	1.10	0.18	0.92	21.00	1-Apr-23	
Over 2 hours	2.00	5.00	2.10	2.10	0.35	1.75	21.00	1-Apr-23	
Millenium Multi-Storey Car Park									
0-1 hour	1.00	5.00	1.05	1.10	0.18	0.92	20.00	1-Apr-23	
1-2 hours	1.50	5.00	1.58	1.60	0.27	1.33	20.00	1-Apr-23	
2-3 hours	2.00	5.00	2.10	2.10	0.35	1.75	20.00	1-Apr-23	
3-4 hours	2.50	5.00	2.63	2.60	0.43	2.17	20.00	1-Apr-23	
Daily Charge	3.00	5.00	3.15	3.10	0.52	2.58	21.00	1-Apr-23	
Long Stay Car Parks									
Finsley Gate 2 / Centenary Way									
Monday - Saturday per visit	3.80	5.00	3.99	4.00	0.67	3.33	20.00	1-Apr-23	
Sundays & Bank Holidays	Free			Free					
Disabled pass holders - up to 3 hrs	Free			Free					
Disabled pass holders - over 3 hrs - charges apply as above									
Contracts									
Finsley Gate 1, 2 & 3 / King St / Bank Parade / Pioneer 2 / Centenary Way									
William Thompson / Royle Road									
per quarter Monday to Friday (inclusive)	185.70	5.00	194.99	195.00	32.50	162.50	20.00	1-Apr-23	
per quarter Monday to Saturday (inclusive)	222.90	5.00	234.05	234.00	39.00	195.00	20.00	1-Apr-23	
Millenium Multi-Storey Car Park									
per Calendar Month Monday to Saturday	40.00	5.00	42.00	42.00	7.00	35.00	20.00	1-Apr-23	
Other Contracts Charges									
Staff Car Parking Charges - Operational	297.90	5.00	312.80	312.80	52.13	260.67	20.00	1-Apr-23	
Staff Car Parking Charges - Non-Operational	342.30	5.00	359.42	359.40	59.90	299.50	20.00	1-Apr-23	
Part Time Employees / Members Car Parking Charges	pro rata		pro rata	pro rata					
PEST CONTROL & WASTE									
Pest Control *									
Flea & Bed Bug Sprays	57.30	5.00	60.17	60.20	10.03	50.17	20.00	1-Apr-23	
Wasps Nests	57.30	5.00	60.17	60.20	10.03	50.17	20.00	1-Apr-23	
Commercial	64.00	5.00	67.20	67.20	11.20	56.00	20.00	1-Apr-23	
* Charges start from									
Waste & Recycling Collection Containers									
Replacement per residual waste and recycling wheeled bin	31.90	5.00	33.50	33.50	-	33.50	zero	1-Apr-23	
Residual waste and recycling wheeled bin at new build properties	31.90	5.00	33.50	33.50	-	33.50	zero	1-Apr-23	
Recycling Box & Lid	FOC			FOC					
White Sacks	FOC			FOC					
First green waste wheeled bin	FOC			FOC					
Additional green waste wheeled bin	31.90	5.00	33.50	33.50	-	33.50	zero	1-Apr-23	

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Provision of 1100L container for new build apartments/flats	434.20	5.00	455.91	455.90	75.98	379.92	20.00	1-Apr-23	
Annual charge for Green Waste Collection*	35.00	14.25	39.99	40.00	-	40.00	zero	1-Apr-23	
<u>Bulky & White Goods</u> (One collection covers one white good or up to four bulky items)									
Charge per collection	13.80	9.00	15.04	15.00	-	15.00	zero	1-Apr-23	
<u>Back Yard Clearances</u>									
Back Yard Clearances									

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2023

Appendix A

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Fixed Penalty Notices

Littering	80.00	5.00	84.00	84.00	-	84.00	zero	1-Apr-23
Side Waste / Waste Receptables / Failing to Manage Waste - Higher	200.00	5.00	210.00	210.00	-	210.00	zero	1-Apr-23
Side Waste / Waste Receptables / Failing to Manage Waste - Lower	100.00	5.00	105.00	105.00	-	105.00	zero	1-Apr-23
Graffiti / Fly Posting	100.00	5.00	105.00	105.00	-	105.00	zero	1-Apr-23
Fly Tipping - Higher	400.00	-	400.00	400.00	-	400.00	zero	1-Apr-23
Fly Tipping - Lower	150.00	5.00	157.50	157.50	-	157.50	zero	1-Apr-23
Public Space Protection Order (PSPO)	100.00	-	100.00	100.00	-	100.00	zero	1-Apr-23
Failure to produce a Waste Carriers License	300.00	5.00	315.00	315.00	-	315.00	zero	1-Apr-23
Commercial Waste	300.00	5.00	315.00	315.00	-	315.00	zero	1-Apr-23
Dog Fouling (PSPO)	100.00	-	100.00	100.00	-	100.00	zero	1-Apr-23
Dog Control (PSPO)	50.00	-	50.00	50.00	-	50.00	zero	1-Apr-23
Abandoned Vehicles	200.00	5.00	210.00	210.00	-	200.00	zero	1-Apr-23
Car Parking - Lower	51.00	-	51.00	51.00	-	51.00	zero	1-Apr-23 *
Car Parking - Higher	71.00	-	71.00	71.00	-	71.00	zero	1-Apr-23 *

* 50% discount if paid within 14 days

Waste Management - Property repair works

Full Cost plus charge for staff time & administration	n/a	25% Officer time now accounted for instead
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Chargeable Commercial Waste*

Annual Contract

Container Costs	258.50	5.00	271.43	271.40	-	271.40	zero	1-Apr-23
General Waste Sack - Roll 25 Sacks	54.90	-	54.90	54.90	-	54.90	zero	1-Apr-23
240L bin - per bin lift	5.70	31.50	7.50	7.50	-	7.50	zero	1-Apr-23
360L bin - per bin lift	8.60	16.20	9.99	10.00	-	10.00	zero	1-Apr-23
660L bin - per bin lift	11.60	20.70	14.00	14.00	-	14.00	zero	1-Apr-23
1100L bin - per bin lift	18.30	9.30	20.00	20.00	-	20.00	zero	1-Apr-23
Recycling Annual Contract - Weekly Collections	240.00	-	240.00	240.00	-	240.00	zero	1-Apr-23

* Charges start from

STREET RENAMING & NUMBERING

Change of a house name / number	53.00	5.00	55.65	56.00	-	56.00	zero	1-Apr-23
Change of a building name	107.00	5.00	112.35	112.00	-	112.00	zero	1-Apr-23
Change of a street name	213.00	5.00	223.65	224.00	-	224.00	zero	1-Apr-23
- plus charge per property for a change of street name	21.00	5.00	22.05	22.00	-	22.00	zero	1-Apr-23

LICENSING

rounded to nearest £1

Other Licensing

Boarding New - 1 year (New 2018 Animal Welfare Regulation)	199.00	5.00	208.95	209.00	-	209.00	zero	1-Apr-23
2 year	265.00	5.00	278.25	278.00	-	278.00	zero	1-Apr-23
3 year	299.00	5.00	313.95	314.00	-	314.00	zero	1-Apr-23
Boarding Renew - 1 year (New 2018 Animal Welfare Regulation)	195.00	5.00	204.75	205.00	-	205.00	zero	1-Apr-23
2 year	262.00	5.00	275.10	275.00	-	275.00	zero	1-Apr-23
3 year	296.00	5.00	310.80	311.00	-	311.00	zero	1-Apr-23
Home Boarder New - 1 year (New 2018 Animal Welfare Regulation)	166.00	5.00	174.30	174.00	-	174.00	zero	1-Apr-23
2 year	224.00	5.00	235.20	235.00	-	235.00	zero	1-Apr-23
3 year	254.00	5.00	266.70	267.00	-	267.00	zero	1-Apr-23
Home Boarder Renew - 1 year (New 2018 Animal Welfare Regulation)	162.00	5.00	170.10	170.00	-	170.00	zero	1-Apr-23
2 year	220.00	5.00	231.00	231.00	-	231.00	zero	1-Apr-23
3 year	250.00	5.00	262.50	263.00	-	263.00	zero	1-Apr-23
Dog Creche New - 1 year (New 2018 Animal Welfare Regulation)	197.00	5.00	206.85	207.00	-	207.00	zero	1-Apr-23

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
2 year	263.00	5.00	276.15	276.00	-	276.00	zero	1-Apr-23	
3 year	297.00	5.00	311.85	312.00	-	312.00	zero	1-Apr-23	
Dog Creche Renew - 1 year (New 2018 Animal Welfare Regulation)	194.00	5.00	203.70	204.00	-	204.00	zero	1-Apr-23	
2 year	260.00	5.00	273.00	273.00	-	273.00	zero	1-Apr-23	
3 year	294.00	5.00	308.70	309.00	-	309.00	zero	1-Apr-23	

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2023

Appendix A

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Dog Breeder New** - 1 year (New 2018 Animal Welfare Regulation)	155.00	5.00	162.75	163.00	-	163.00	zero	1-Apr-23	
2 year	214.00	5.00	224.70	225.00	-	225.00	zero	1-Apr-23	
3 year	244.00	5.00	256.20	256.00	-	256.00	zero	1-Apr-23	
Dog Breeder Renew - 1 year (New 2018 Animal Welfare Regulation)	193.00	5.00	202.65	203.00	-	203.00	zero	1-Apr-23	
2 year	252.00	5.00	264.60	265.00	-	265.00	zero	1-Apr-23	
3 year	282.00	5.00	296.10	296.00	-	296.00	zero	1-Apr-23	
Pet Selling New - 1 year (New 2018 Animal Welfare Regulation)	187.00	5.00	196.35	196.00	-	196.00	zero	1-Apr-23	
2 year	251.00	5.00	263.55	264.00	-	264.00	zero	1-Apr-23	
3 year	284.00	5.00	298.20	298.00	-	298.00	zero	1-Apr-23	
Pet Selling Renew - 1 year (New 2018 Animal Welfare Regulation)	183.00	5.00	192.15	192.00	-	192.00	zero	1-Apr-23	
2 year	248.00	5.00	260.40	260.00	-	260.00	zero	1-Apr-23	
3 year	279.00	5.00	292.95	293.00	-	293.00	zero	1-Apr-23	
Hiring Horses New** - 1 year (New 2018 Animal Welfare Regulation)	102.00	5.00	107.10	107.00	-	107.00	zero	1-Apr-23	
2 year	174.00	5.00	182.70	183.00	-	183.00	zero	1-Apr-23	
3 year	210.00	5.00	220.50	221.00	-	221.00	zero	1-Apr-23	
Hiring Horses Renew** - 1 year (New 2018 Animal Welfare Regulation)	102.00	5.00	107.10	107.00	-	107.00	zero	1-Apr-23	
2 year	174.00	5.00	182.70	183.00	-	183.00	zero	1-Apr-23	
3 year	210.00	5.00	220.50	221.00	-	221.00	zero	1-Apr-23	
Train/exhibit animal - 3 year (New 2018 Animal Welfare Regulation)	161.00	5.00	169.05	169.00	-	169.00	zero	1-Apr-23	
Go** - 6 year	495.00	5.00	519.75	520.00	-	520.00	zero	1-Apr-23	
4 year	447.00	5.00	469.35	469.00	-	469.00	zero	1-Apr-23	
Dangerous Wild Animals**- 2 year (New 2018 Animal Welfare Regulation)	179.00	5.00	187.95	188.00	-	188.00	zero	1-Apr-23	
Successful appeal against star rating**	New	-	NEW	130.00	-	130.00	zero	New	
Minor Variation of licence (no inspection)	New	-	NEW	30.00	-	30.00	zero	New	
Minor Variation of licence (inspection)	New	-	NEW	105.00	-	105.00	zero	New	
Re-evaluation of star rating of animal welfare licence**	New	-	NEW	130.00	-	130.00	zero	New	
** plus vets inspection fee									
Skin Piercing/Cosmetic Treatment Establishment	148.55	5.00	155.98	156.00	-	156.00	zero	1-Apr-23	
Skin Piercers Personal Registration	48.90	5.00	51.35	51.35	-	51.35	zero	1-Apr-23	
Personal Registration - Special Cosmetic Treatments (once adopted)	48.90	5.00	51.35	51.35	-	51.35	zero	1-Apr-23	
Second hand goods dealer	81.55	5.00	85.63	85.65	-	85.65	zero	1-Apr-23	
Health Certificate	46.45	5.00	48.77	48.75	-	48.75	zero	1-Apr-23	
Request to show unclassified films	515.35	5.00	541.12	541.10	-	541.10	zero	1-Apr-23	
Sex Shop	2,394.60	5.00	2,514.33	2,514.35	-	2,514.35	zero	1-Apr-23	
Renewal of sex shop licence	617.10	5.00	647.96	647.95	-	647.95	zero	1-Apr-23	
New Sexual Entertainment Venue Licence	6,368.00	5.00	6,686.40	6,686.40	-	6,686.40	zero	1-Apr-23	
Renewal of a Sexual Entertainment Venue Licence	617.10	5.00	647.96	647.95	-	647.95	zero	1-Apr-23	
Transfer of a Sexual Entertainment Venue Licence	734.70	5.00	771.44	771.45	-	771.45	zero	1-Apr-23	
Variation of a Sexual Entertainment Venue Licence	489.85	5.00	514.34	514.35	-	514.35	zero	1-Apr-23	
Grant of Scrap Metal Dealers Site Licence (3 years)	373.00	5.00	391.65	391.65	-	391.65	zero	1-Apr-23	
Renewal of Scrap Metal Dealers Site Licence (3 years)	373.00	5.00	391.65	391.65	-	391.65	zero	1-Apr-23	
Variation of Scrap Metal Dealers Site Licence	163.15	5.00	171.31	171.30	-	171.30	zero	1-Apr-23	
New Scrap Metal Collectors Licence (3 years)	215.65	5.00	226.43	226.45	-	226.45	zero	1-Apr-23	
Renewal of Scrap Metal Collectors Licence (3years)	215.65	5.00	226.43	226.45	-	226.45	zero	1-Apr-23	

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2023

Appendix A

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Variation of Scrap Metal Collectors Licence	163.15	5.00	171.31	171.30	-	171.30	zero	1-Apr-23	
<u>Street Trading Consents</u>									
12 Months	851.25	5.00	893.81	893.80	-	893.80	zero	1-Apr-23	
6 Months	450.55	5.00	473.08	473.10	-	473.10	zero	1-Apr-23	
3 Months	262.90	5.00	276.05	276.05	-	276.05	zero	1-Apr-23	
1 Month	137.60	5.00	144.48	144.50	-	144.50	zero	1-Apr-23	
Special Event Consents (permitting up to 6 days trading per calendar month)									
12 Months	235.65	5.00	247.43	247.45	-	247.45	zero	1-Apr-23	
6 Months	155.65	5.00	163.43	163.45	-	163.45	zero	1-Apr-23	
3 Months	115.15	5.00	120.91	120.90	-	120.90	zero	1-Apr-23	
1 Month	88.50	5.00	92.93	92.95	-	92.95	zero	1-Apr-23	
<u>Taxi Licensing (Note: Test fee income is collected by testing station & is therefore not included in the tariff)</u>									
Fees for 2023 are to be considered by Licensing Committee at their meeting in November 2022									
Private Hire Driver - 1 Year Licence	100.00	-	100.00	100.00	-	100.00	exempt		
Private Hire Driver - 3 Year Licence	237.00	-	237.00	237.00	-	237.00	exempt		
Hackney Carriage Driver - 1 Year Licence	102.00	-	102.00	102.00	-	102.00	exempt		
Hackney Carriage Driver - 3 Year Licence	243.00	-	243.00	243.00	-	243.00	exempt		
Local Driver Licence Discount	45.00	-	45.00	45.00	-	45.00	exempt		
Private Hire Operator - 1 Year Licence - single vehicle at private address	261.00	-	261.00	261.00	-	261.00	exempt		
Private Hire Operator - 5 Year Licence - single vehicle at private address	1,250.00	-	1,250.00	1,250.00	-	1,250.00	exempt		
Private Hire Operator - 1 Year Licence	447.00	-	447.00	447.00	-	447.00	exempt		
Private Hire Operator - 5 Year Licence	2,156.00	-	2,156.00	2,156.00	-	2,156.00	exempt		
Private Hire Vehicle (now all 4 month licences)	41.00	-	41.00	41.00	-	41.00	exempt		
Hackney Carriage Vehicle (now all 4 month licences)	62.00	-	62.00	62.00	-	62.00	exempt		
Private Hire Operator > 50 Vehicles - 5 Year Licence	2,372.00	-	2,372.00	2,372.00	-	2,372.00	exempt		
Private Hire Operator > 50 Vehicles - 1 Year Licence	525.00	-	525.00	525.00	-	525.00	exempt		
Replacement vehicle plate	22.20	5.00	23.31	23.30	-	23.30	exempt		
Replacement Plate Platform	6.60	5.00	6.93	6.95	-	6.95	exempt		
Window stickers	8.30	5.00	8.72	8.70	-	8.70	exempt		
Hackney roundel/Private Hire Door Signs	9.45	5.00	9.92	9.90	-	9.90	exempt		
Lanyard	4.70	5.00	4.94	4.95	-	4.95	exempt		
Badge holder	3.40	5.00	3.57	3.55	-	3.55	exempt		
Replacement badge	13.30	5.00	13.97	13.95	-	13.95	exempt		
Plate buttons	2.35	5.00	2.47	2.45	-	2.45	exempt		
Operator booking Registers	2.25	5.00	2.36	2.35	-	2.35	exempt		
CRB admin fee	5.85	5.00	6.14	6.15	-	6.15	exempt		
Insurance or 3rd party letters	26.15	5.00	27.46	27.45	-	27.45	exempt		
Insurance Correspondence	76.90	5.00	80.75	80.75	-	80.75	exempt		

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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THE LICENSING ACT 2003 - FEES & CHARGES

Grant of Personal Licence	37.00	Statutory	37.00	37.00	-	37.00	exempt	
Replacement of lost/stolen licence	10.50	Statutory	10.50	10.50	-	10.50	exempt	
Minor Variations	89.00	Statutory	89.00	89.00	-	89.00	exempt	

Premises Licences - Up to a Capacity of 5,000 persons**Grant/Variation****Rateable Value**

Band A - No Rateable Value	100.00	Statutory	100.00	100.00	-	100.00	exempt	
Band A - less than £4,300	100.00	Statutory	100.00	100.00	-	100.00	exempt	
Band B - £4,300 to £33,000	190.00	Statutory	190.00	190.00	-	190.00	exempt	
Band C - £33,001 to £87,000	315.00	Statutory	315.00	315.00	-	315.00	exempt	
Band D - £87,001 to £125,000	450.00	Statutory	450.00	450.00	-	450.00	exempt	
Band E - Over £125,000	635.00	Statutory	635.00	635.00	-	635.00	exempt	

Annual Fee**Rateable Value**

Band A - No Rateable Value	70.00	Statutory	70.00	70.00	-	70.00	exempt	
Band A - less than £4,300	70.00	Statutory	70.00	70.00	-	70.00	exempt	
Band B - £4,300 to £33,000	180.00	Statutory	180.00	180.00	-	180.00	exempt	
Band C - £33,001 to £87,000	295.00	Statutory	295.00	295.00	-	295.00	exempt	
Band D - £87,001 to £125,000	320.00	Statutory	320.00	320.00	-	320.00	exempt	
Band E - Over £125,000	350.00	Statutory	350.00	350.00	-	350.00	exempt	

Premises Licences - Additional Fees where Capacity exceeds**5,000 persons****Initial Fee****Occupancy:**

5,000 - 9,999	1,000.00	Statutory	1,000.00	1,000.00	-	1,000.00	exempt	
10,000 - 14,999	2,000.00	Statutory	2,000.00	2,000.00	-	2,000.00	exempt	
15,000 - 19,999	4,000.00	Statutory	4,000.00	4,000.00	-	4,000.00	exempt	
20,000 - 29,999	8,000.00	Statutory	8,000.00	8,000.00	-	8,000.00	exempt	
30,000 - 39,999	16,000.00	Statutory	16,000.00	16,000.00	-	16,000.00	exempt	
40,000 - 49,999	24,000.00	Statutory	24,000.00	24,000.00	-	24,000.00	exempt	
50,000 - 59,999	32,000.00	Statutory	32,000.00	32,000.00	-	32,000.00	exempt	
60,000 - 69,999	40,000.00	Statutory	40,000.00	40,000.00	-	40,000.00	exempt	
70,000 - 79,999	48,000.00	Statutory	48,000.00	48,000.00	-	48,000.00	exempt	
80,000 - 89,999	56,000.00	Statutory	56,000.00	56,000.00	-	56,000.00	exempt	
Over 90,000	64,000.00	Statutory	64,000.00	64,000.00	-	64,000.00	exempt	

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Annual Fee

Occupancy:

5,000 - 9,999	500.00	Statutory	500.00	500.00	-	500.00	exempt	
10,000 - 14,999	1,000.00	Statutory	1,000.00	1,000.00	-	1,000.00	exempt	
15,000 - 19,999	2,000.00	Statutory	2,000.00	2,000.00	-	2,000.00	exempt	
20,000 - 29,999	4,000.00	Statutory	4,000.00	4,000.00	-	4,000.00	exempt	
30,000 - 39,999	8,000.00	Statutory	8,000.00	8,000.00	-	8,000.00	exempt	
40,000 - 49,999	12,000.00	Statutory	12,000.00	12,000.00	-	12,000.00	exempt	
50,000 - 59,999	16,000.00	Statutory	16,000.00	16,000.00	-	16,000.00	exempt	
60,000 - 69,999	20,000.00	Statutory	20,000.00	20,000.00	-	20,000.00	exempt	
70,000 - 79,999	24,000.00	Statutory	24,000.00	24,000.00	-	24,000.00	exempt	
80,000 - 89,999	28,000.00	Statutory	28,000.00	28,000.00	-	28,000.00	exempt	
Over 90,000	32,000.00	Statutory	32,000.00	32,000.00	-	32,000.00	exempt	

Premises Licences - Exclusively / Primarily supplying Alcohol**Initial Fee****Rateable Value**

Band D - £87,001 to £125,000 : 2 x the Premises Licence	900.00	Statutory	900.00	900.00	-	900.00	exempt	
Band E - over £125,000 : 3 x the Premises Licence	1,905.00	Statutory	1,905.00	1,905.00	-	1,905.00	exempt	

Annual Fee - Exclusively/Primarily supplying Alcohol**Rateable Value**

Band D - £87,001 to £125,000 : 2 x the Premises Licence	640.00	Statutory	640.00	640.00	-	640.00	exempt	
Band E - over £125,000 : 3 x the Premises Licence	1,050.00	Statutory	1,050.00	1,050.00	-	1,050.00	exempt	

Annual Fee**Rateable Value**

Band A - No Rateable Value	100.00	Statutory	100.00	100.00	-	100.00	exempt	
Band A - less than £4,300	100.00	Statutory	100.00	100.00	-	100.00	exempt	
Band B - £4,300 to £33,000	190.00	Statutory	190.00	190.00	-	190.00	exempt	
Band C - £33,001 to £87,000	315.00	Statutory	315.00	315.00	-	315.00	exempt	
Band D - £87,001 to £125,000	450.00	Statutory	450.00	450.00	-	450.00	exempt	
Band E - Over £125,000	635.00	Statutory	635.00	635.00	-	635.00	exempt	

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Premises Licenses - Other**Annual Fee****Application**

S.25 - Theft, loss etc. of premises licence or summary	10.50	Statutory	10.50	10.50	-	10.50	exempt	
S.29 - Application for a provisional statement where premises being built	315.00	Statutory	315.00	315.00	-	315.00	exempt	
S.33 - Notification of change of name or address	10.50	Statutory	10.50	10.50	-	10.50	exempt	
S.37 - Application to vary licence to specify individual as premises supervisor	23.00	Statutory	23.00	23.00	-	23.00	exempt	
S.42 - Application for transfer of premises licence	23.00	Statutory	23.00	23.00	-	23.00	exempt	
S.47 - Interim authority notice following death etc. of licence holder	23.00	Statutory	23.00	23.00	-	23.00	exempt	
S.79 - Theft, loss etc. of certificate or summary	10.50	Statutory	10.50	10.50	-	10.50	exempt	
S.82 - Notification of change of name or alteration of rules of club	10.50	Statutory	10.50	10.50	-	10.50	exempt	
S.83(1) / (2) - Change of relevant registered address of club	10.50	Statutory	10.50	10.50	-	10.50	exempt	
S.100 - Temporary event notice	21.00	Statutory	21.00	21.00	-	21.00	exempt	
S.100 - Late Temporary event notice	21.00	Statutory	21.00	21.00	-	21.00	exempt	
S.110 - Theft, loss etc. of temporary event notice	10.50	Statutory	10.50	10.50	-	10.50	exempt	
S.117 - Application for a grant or renewal of personal licence (10 yrs)	37.00	Statutory	37.00	37.00	-	37.00	exempt	
S.126 - Theft, loss etc. of personal licence	10.50	Statutory	10.50	10.50	-	10.50	exempt	
S.127 - Duty to notify change of name or address	10.50	Statutory	10.50	10.50	-	10.50	exempt	
S.178 - Right of freeholder etc. to be notified of licensing matters	21.00	Statutory	21.00	21.00	-	21.00	exempt	

Rounded to nearest £1

Note: MAX denotes that the fee is currently at the statutory maximum

Gaming Premises**Gaming Premises**

New & Provisional Statement	2,759.00	MAX	3,000.00	3,000.00	-	3,000.00	exempt	n/a	MAX
Annual Fee	1,000.00	MAX	1,000.00	1,000.00	-	1,000.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	1,012.00	5.00	1,062.60	1,063.00	-	1,063.00	exempt	1-Apr-23	
Variation	1,352.00	5.00	1,419.60	1,420.00	-	1,420.00	exempt	1-Apr-23	
Transfer	1,012.00	5.00	1,062.60	1,063.00	-	1,063.00	exempt	1-Apr-23	
Re-instatement	1,200.00	MAX	1,200.00	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	50.00	-	50.00	exempt	n/a	MAX

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Betting Premises									
New & Provisional Statement	2,871.00	5.00	3,014.55	3,015.00	-	3,015.00	exempt	1-Apr-23	
Annual Fee	600.00	MAX	600.00	600.00	-	600.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	1,012.00	5.00	1,062.60	1,063.00	-	1,063.00	exempt	1-Apr-23	
Variation	1,352.00	5.00	1,419.60	1,420.00	-	1,420.00	exempt	1-Apr-23	
Transfer	1,012.00	5.00	1,062.60	1,063.00	-	1,063.00	exempt	1-Apr-23	
Re-instatement	1,200.00	MAX	1,200.00	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	50.00	-	50.00	exempt	n/a	MAX
Betting Premises (Tracks)									
New & Provisional Statement	2,500.00	MAX	2,500.00	2,500.00	-	2,500.00	exempt	n/a	MAX
Annual Fee	1,000.00	MAX	1,000.00	1,000.00	-	1,000.00	exempt	1-Apr-23	MAX
Licence for Provisional Statement Holder	950.00	MAX	950.00	950.00	-	950.00	exempt	n/a	MAX
Variation	1,250.00	MAX	1,250.00	1,250.00	-	1,250.00	exempt	n/a	MAX
Transfer	950.00	MAX	950.00	950.00	-	950.00	exempt	1-Apr-23	MAX
Re-instatement	950.00	MAX	950.00	950.00	-	950.00	exempt	1-Apr-23	MAX
Copy Licence	25.00	MAX	25.00	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	50.00	-	50.00	exempt	n/a	MAX
Family Entertainment Centre									
New & Provisional Statement	2,000.00	MAX	2,000.00	2,000.00	-	2,000.00	exempt	n/a	MAX
Annual Fee	750.00	MAX	750.00	750.00	-	750.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	950.00	MAX	950.00	950.00	-	950.00	exempt	n/a	MAX
Variation	1,000.00	MAX	1,000.00	1,000.00	-	1,000.00	exempt	n/a	MAX
Transfer	950.00	MAX	950.00	950.00	-	950.00	exempt	n/a	MAX
Re-instatement	950.00	MAX	950.00	950.00	-	950.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	50.00	-	50.00	exempt	n/a	MAX

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Adult Gaming Centre									
New & Provisional Statement	2,000.00	MAX	2,000.00	2,000.00	-	2,000.00	exempt	n/a	MAX
Annual Fee	1,000.00	MAX	1,000.00	1,000.00	-	1,000.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	1,012.00	5.00	1,062.60	1,063.00	-	1,063.00	exempt	1-Apr-23	
Variation	1,000.00	MAX	1,000.00	1,000.00	-	1,000.00	exempt	n/a	MAX
Transfer	1,012.00	5.00	1,062.60	1,063.00	-	1,063.00	exempt	1-Apr-23	
Re-instatement	1,200.00	MAX	1,200.00	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	50.00	-	50.00	exempt	n/a	MAX
Lotteries									
Small Society Lottery Grant	40.00	Statutory	40.00	40.00	-	40.00	exempt		
Small Society Lottery Annual Fee	20.00	Statutory	20.00	20.00	-	20.00	exempt		
Gaming in Pubs and Clubs									
Licensed Premises Gaming Machine Notification	50.00	Statutory	50.00	50.00	-	50.00	exempt		
Licensed Premises Gaming Machine Permit (existing operator)	100.00	Statutory	100.00	100.00	-	100.00	exempt		
Licensed Premises Gaming Machine Permit (in all other cases)	150.00	Statutory	150.00	150.00	-	150.00	exempt		
Licensed Premises Gaming Machine Permit Variation	100.00	Statutory	100.00	100.00	-	100.00	exempt		
Licensed Premises Gaming Machine Permit Transfer	25.00	Statutory	25.00	25.00	-	25.00	exempt		
Licensed Premises Gaming Machine Permit Change of Name	25.00	Statutory	25.00	25.00	-	25.00	exempt		
Licensed Premises Gaming Machine Permit Copy of Permit	15.00	Statutory	15.00	15.00	-	15.00	exempt		
Club Gaming Machine Permit Grant	200.00	Statutory	200.00	200.00	-	200.00	exempt		
Club Gaming Machine Permit Grant (Existing Club Premises Cert. Holder)	100.00	Statutory	100.00	100.00	-	100.00	exempt		
Club Gaming Machine Permit Grant (Club Prem. Cert. Holder with current Part 2 or 3 Licence)	100.00	Statutory	100.00	100.00	-	100.00	exempt		
Club Gaming Machine Permit Existing Operator Grant	100.00	Statutory	100.00	100.00	-	100.00	exempt		
Club Gaming Machine Permit Variation	100.00	Statutory	100.00	100.00	-	100.00	exempt		
Club Gaming Machine Permit Renewal	200.00	Statutory	200.00	200.00	-	200.00	exempt		
Club Gaming Machine Permit Renewal (Club Premises Cert. Holder)	100.00	Statutory	100.00	100.00	-	100.00	exempt		
Club Gaming Machine Permit Copy Permit	15.00	Statutory	15.00	15.00	-	15.00	exempt		
Club Gaming Permit Grant	200.00	Statutory	200.00	200.00	-	200.00	exempt		
Club Gaming Permit Grant (Club Prems. Cert. Holder with current Part 2 or 3 Licence)	100.00	Statutory	100.00	100.00	-	100.00	exempt		
Club Gaming Permit Grant (Existing Operator)	100.00	Statutory	100.00	100.00	-	100.00	exempt		
Club Gaming Permit Variation	100.00	Statutory	100.00	100.00	-	100.00	exempt		
Club Gaming Permit Renewal	200.00	Statutory	200.00	200.00	-	200.00	exempt		
Club Gaming Permit Renewal (Club Premises Certificate Holder)	100.00	Statutory	100.00	100.00	-	100.00	exempt		
Club Gaming Permit Copy Certificate	15.00	Statutory	15.00	15.00	-	15.00	exempt		
Annual fee for all Gaming Machine Permits	50.00	Statutory	50.00	50.00	-	50.00	exempt		

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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LOCAL AIR POLLUTION PREVENTION & CONTROL (LAPPC)

Reduced fee activities are: Service Stations, Vehicle Refinishers, Dry Cleaners and Small Waste Oil Burners under 0.4 MW.

Application Fee

Standard Process	1,650.00	Statutory	1,650.00	1,650.00	-	1,650.00	zero
Additional fee for operating without a permit	1,188.00	Statutory	1,188.00	1,188.00	-	1,188.00	zero
PVRI, SWOBs and Dry Cleaners reduced fee activities	155.00	Statutory	155.00	155.00	-	155.00	zero
PVR I & II combined	257.00	Statutory	257.00	257.00	-	257.00	zero
Other reduced fee activities	362.00	Statutory	362.00	362.00	-	362.00	zero
Reduced fee activities: Additional fee for operating without a permit	71.00	Statutory	71.00	71.00	-	71.00	zero
Mobile screening & crushing plant for the 1st & 2nd applications	1,650.00	Statutory	1,650.00	1,650.00	-	1,650.00	zero
For the 3rd to 7th applications	985.00	Statutory	985.00	985.00	-	985.00	zero
For the 8th and subsequent applications	498.00	Statutory	498.00	498.00	-	498.00	zero

Note: where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts

Annual Subsistence Charge

Standard process Low							
(+ £299 if permit for combined Part B & waste installation)	772.00	Statutory	772.00	772.00	-	772.00	zero
Standard process Medium							
(+ £149 if permit for combined Part B & waste installation)	1,161.00	Statutory	1,161.00	1,161.00	-	1,161.00	zero
Standard process High							
(+ £198 if permit for combined Part B & waste installation)	1,747.00	Statutory	1,747.00	1,747.00	-	1,747.00	zero
Reduced Fee activities - Low	79.00	Statutory	79.00	79.00	-	79.00	zero
Reduced Fee activities - Medium	158.00	Statutory	158.00	158.00	-	158.00	zero
Reduced Fee activities - High	237.00	Statutory	237.00	237.00	-	237.00	zero
PVR I & II combined - Low	113.00	Statutory	113.00	113.00	-	113.00	zero
PVR I & II combined - Medium	226.00	Statutory	226.00	226.00	-	226.00	zero
PVR I & II combined - High	341.00	Statutory	341.00	341.00	-	341.00	zero
Other reduced fee activities - Low	228.00	Statutory	228.00	228.00	-	228.00	zero
Other reduced fee activities - Medium	365.00	Statutory	365.00	365.00	-	365.00	zero
Other reduced fee activities - High	548.00	Statutory	548.00	548.00	-	548.00	zero
Mobile screening & crushing plant for 1st & 2nd permits - Low	626.00	Statutory	626.00	626.00	-	626.00	zero
Mobile screening & crushing plant for 1st & 2nd permits - Medium	1,034.00	Statutory	1,034.00	1,034.00	-	1,034.00	zero
Mobile screening & crushing plant for 1st & 2nd permits - High	1,551.00	Statutory	1,551.00	1,551.00	-	1,551.00	zero
For the 3rd to 7th permits - Low	385.00	Statutory	385.00	385.00	-	385.00	zero
For the 3rd to 7th permits - Medium	617.00	Statutory	617.00	617.00	-	617.00	zero
For the 3rd to 7th permits - High	924.00	Statutory	924.00	924.00	-	924.00	zero
For the 8th and subsequent permits - Low	198.00	Statutory	198.00	198.00	-	198.00	zero
For the 8th and subsequent permits - Medium	314.00	Statutory	314.00	314.00	-	314.00	zero
For the 8th and subsequent permits - High	473.00	Statutory	473.00	473.00	-	473.00	zero
Late payment fee	52.00	Statutory	52.00	52.00	-	52.00	zero

Note: Where a Part B Installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts

Transfer and Surrender

Standard process transfer	162.00	Statutory	162.00	162.00	-	162.00	zero
Standard process partial transfer	476.00	Statutory	476.00	476.00	-	476.00	zero
New operator at low risk reduced fee activity	75.00	Statutory	75.00	75.00	-	75.00	zero
Surrender: all Part B activities	-	Statutory	-	-	-	-	zero
Reduced fee activities: transfer	-	Statutory	-	-	-	-	zero

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Reduced fee activities: partial transfer	45.00	Statutory	45.00	45.00	-	45.00	zero		
Temporary transfer for mobiles									
First transfer	51.00	Statutory	51.00	51.00	-	51.00	zero		
Repeat following enforcement or warning	51.00	Statutory	51.00	51.00	-	51.00	zero		
Substantial Change									
Standard process	1,005.00	Statutory	1,005.00	1,005.00	-	1,005.00	zero		
Standard process where the substantial change results in a new PPC activity	1,579.00	Statutory	1,579.00	1,579.00	-	1,579.00	zero		
Reduced fee activities	98.00	Statutory	98.00	98.00	-	98.00	zero		

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
LAPPC mobile plant charges									
Application Fee - 1 permit	1,650.00	Statutory	1,650.00	1,650.00	-	1,650.00	zero		
Application Fee - 2 permits	1,650.00	Statutory	1,650.00	1,650.00	-	1,650.00	zero		
Application Fee - 3 permits	985.00	Statutory	985.00	985.00	-	985.00	zero		
Application Fee - 4 permits	985.00	Statutory	985.00	985.00	-	985.00	zero		
Application Fee - 5 permits	985.00	Statutory	985.00	985.00	-	985.00	zero		
Application Fee - 6 permits	985.00	Statutory	985.00	985.00	-	985.00	zero		
Application Fee - 7 permits	985.00	Statutory	985.00	985.00	-	985.00	zero		
Application Fee - 8 permits and over	498.00	Statutory	498.00	498.00	-	498.00	zero		
Subsistence Fee - 1 permit - Low	626.00	Statutory	626.00	626.00	-	626.00	zero		
Subsistence Fee - 2 permits - Low	626.00	Statutory	626.00	626.00	-	626.00	zero		
Subsistence Fee - 3 permits - Low	385.00	Statutory	385.00	385.00	-	385.00	zero		
Subsistence Fee - 4 permits - Low	385.00	Statutory	385.00	385.00	-	385.00	zero		
Subsistence Fee - 5 permits - Low	385.00	Statutory	385.00	385.00	-	385.00	zero		
Subsistence Fee - 6 permits - Low	385.00	Statutory	385.00	385.00	-	385.00	zero		
Subsistence Fee - 7 permits - Low	385.00	Statutory	385.00	385.00	-	385.00	zero		
Subsistence Fee - 8 permits and over - Low	198.00	Statutory	198.00	198.00	-	198.00	zero		
Subsistence Fee - 1 permit - Med	1,034.00	Statutory	1,034.00	1,034.00	-	1,034.00	zero		
Subsistence Fee - 2 permits - Med	1,034.00	Statutory	1,034.00	1,034.00	-	1,034.00	zero		
Subsistence Fee - 3 permits - Med	617.00	Statutory	617.00	617.00	-	617.00	zero		
Subsistence Fee - 4 permits - Med	617.00	Statutory	617.00	617.00	-	617.00	zero		
Subsistence Fee - 5 permits - Med	617.00	Statutory	617.00	617.00	-	617.00	zero		
Subsistence Fee - 6 permits - Med	617.00	Statutory	617.00	617.00	-	617.00	zero		
Subsistence Fee - 7 permits - Med	617.00	Statutory	617.00	617.00	-	617.00	zero		
Subsistence Fee - 8 permits and over - Med	314.00	Statutory	314.00	314.00	-	314.00	zero		
Subsistence Fee - 1 permit - High	1,551.00	Statutory	1,551.00	1,551.00	-	1,551.00	zero		
Subsistence Fee - 2 permits - High	1,551.00	Statutory	1,551.00	1,551.00	-	1,551.00	zero		
Subsistence Fee - 3 permits - High	924.00	Statutory	924.00	924.00	-	924.00	zero		
Subsistence Fee - 4 permits - High	924.00	Statutory	924.00	924.00	-	924.00	zero		
Subsistence Fee - 5 permits - High	924.00	Statutory	924.00	924.00	-	924.00	zero		
Subsistence Fee - 6 permits - High	924.00	Statutory	924.00	924.00	-	924.00	zero		
Subsistence Fee - 7 permits - High	924.00	Statutory	924.00	924.00	-	924.00	zero		
Subsistence Fee - 8 permits and over - High	473.00	Statutory	473.00	473.00	-	473.00	zero		

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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LOCAL AUTHORITY - INTEGRATED POLLUTION PREVENTION AND CONTROL LA-IPPC

Note: Every subsistence charge in the fees below includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation

Application	3,363.00	Statutory	3,363.00	3,363.00	-	3,363.00	zero	
Additional fee for operating without a permit	1,188.00	Statutory	1,188.00	1,188.00	-	1,188.00	zero	
Annual Subsistence - Low	1,343.00	Statutory	1,343.00	1,343.00	-	1,343.00	zero	
Annual Subsistence - Medium	1,507.00	Statutory	1,507.00	1,507.00	-	1,507.00	zero	
Annual Subsistence - High	2,230.00	Statutory	2,230.00	2,230.00	-	2,230.00	zero	
Late payment fee	52.00	Statutory	52.00	52.00	-	52.00	zero	
Substantial variation	1,368.00	Statutory	1,368.00	1,368.00	-	1,368.00	zero	
Transfer	235.00	Statutory	235.00	235.00	-	235.00	zero	
Partial Transfer	698.00	Statutory	698.00	698.00	-	698.00	zero	
Surrender	698.00	Statutory	698.00	698.00	-	698.00	zero	

Environment Agency Subsistence Fees for Discharge to Controlled Waters

Charge Band A - Where permit conditions contain numerical water discharge limits other than for the pollutants or parameters listed in bands B and C	2,270.00	Statutory	2,270.00	2,270.00	-	2,270.00	zero	
Charge Band B - Where permit conditions contain numerical water discharge limits for BOD, COD(3) or ammonia	760.00	Statutory	760.00	760.00	-	760.00	zero	
Charge Band C - Where permit conditions contain numerical limits for water flow, volume, suspended solids, pH, temperature, or oil or grease	222.00	Statutory	222.00	222.00	-	222.00	zero	
Charge Band D - Where conditions are included in a permit which do not fall within any of the descriptions in bands A-C (e.g. descriptive conditions)	66.00	Statutory	66.00	66.00	-	66.00	zero	

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<u>Private Water Supply Sampling</u>									
Sampling Visit per hour (to max of £100)	33.00	5.00	34.65	35.00	-	35.00	zero	1-Apr-23	
Risk Assessment Visit per hour (to max of £500)	33.00	5.00	34.65	35.00	-	35.00	zero	1-Apr-23	
Investigation Visit per hour (to max of £100)	33.00	5.00	34.65	35.00	-	35.00	zero	1-Apr-23	
Temporary Authorisation to Breach Standard (to max of £100)	33.00	5.00	34.65	35.00	-	35.00	zero	1-Apr-23	
Domestic Supply Sample (to max of £25)	26.00	5.00	27.30	27.00	-	27.00	zero	1-Apr-23	
Commercial Supply Monitoring Sample (to max of £100)	55.00	5.00	57.75	58.00	-	58.00	zero	1-Apr-23	
Commercial Supply Audit Sample (to max of £500)	Range from £45 to £500 depending on parameters sampled								
<u>Environmental Health</u>									
Fixed Penalty Notice (Smoke Control)	New	-		175.00	-	175.00	zero	New	
FHRS Re-rating Visit (on-line application)	115.35	116.73	250.00	250.00	-	250.00	zero	1-Apr-23	
FHRS Re-rating Visit (posting application)	123.20	106.98	255.00	255.00	-	255.00	zero	1-Apr-23	
Tattooist/Skin Piercing Rating Scheme Initial Visit & Training	112.05	5.00	117.65	117.65	-	117.65	zero	1-Apr-23	
Tattooist/Skin Piercing Rating Scheme Revisit	56.05	5.00	58.85	58.85	-	58.85	zero	1-Apr-23	
Tattooist/Skin Piercing Rating Scheme Annual Inspection	67.20	5.00	70.56	70.55	-	70.55	zero	1-Apr-23	
Pre Licence/Registration/Permit Advisory Visit	70.60	5.00	74.13	74.15	-	74.15	zero	1-Apr-23	
Data Protection Act Letters	20.20	147.52	50.00	50.00	-	50.00	zero	1-Apr-23	
Hourly rate for business advice/guidance	29.10	20.20	34.98	35.00	-	35.00	zero	1-Apr-23	

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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HOUSING & DEVELOPMENT CONTROL**HOUSING****Grants**

Disabled Facilities Grants Administration	1,078.35	5.00	1,132.25	188.71	943.54	20.00	1-Apr-23
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Immigration Act

Immigration Act Entry Clearance Inspection	79.05	5.00	83.00	13.83	69.17	20.00	1-Apr-23
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Enforcement Notices Under Housing Act 2004

Single Dwelling (cost based on staff time & surveys carried out)	Range between £200 and £470				zero	n/a
House in Multiple Occupation (cost based on staff time & surveys carried out)	Range between £200 and £470				zero	n/a

HMO Licensing

Payment Upon Application	494.00	5.00	519.00	86.50	432.50	20.00	1-Apr-23
Deduct 30% for licence holder accredited by GLAS	345.00	5.00	362.00	60.33	301.67	20.00	1-Apr-23
Payment Upon Granting the Licence	359.00	5.00	377.00	62.83	314.17	20.00	1-Apr-23
Deduct 30% for licence holder accredited by GLAS	251.00	5.00	264.00	44.00	220.00	20.00	1-Apr-23

Mobile Home Fit and Proper Person Assessment

Assessment	290.00	5.00	305.00	50.83	254.17	20.00	1-Apr-23
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Selective Licensing OnLine**New Application Fee**

Upon Application	370.00	Fixed	370.00	-	370.00	zero	n/a
Upon Granting the Licence	345.00	Fixed	345.00	-	345.00	zero	n/a
Total	715.00	Fixed	715.00		715.00	zero	n/a

Renewal/Additional Property Fee

Upon Application	340.00	Fixed	340.00		340.00	zero	n/a
Upon Granting the Licence	301.00	Fixed	301.00		301.00	zero	n/a
Total	641.00	Fixed	641.00		641.00	zero	n/a

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Selective Licensing Paper**New Application Fee**

Upon Application

405.00 Fixed 405.00 405.00 zero n/a

Upon Granting the Licence

345.00 Fixed 345.00 345.00 zero n/a

Total

750.00 Fixed 750.00 750.00 zero n/a

Renewal/Additional Property Fee

Upon Application

370.00 Fixed 370.00 370.00 zero n/a

Upon Granting the Licence

300.00 Fixed 300.00 300.00 zero n/a

Total

670.00 Fixed 670.00 670.00 zero n/a

Please note:

Accredited Landlords have a 30% reduction on the application and property fee.

There is a £100 reduction if complete within three months of the start of the designation.

£20 reduction for submitting completed applications online.

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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PLANNING SERVICES**Copying Charges****Plotter Copies - Black & White**

A0	6.50	5.00	6.85	-	6.85	zero	1-Apr-23
A1	5.30	5.00	5.55	-	5.55	zero	1-Apr-23
A2	3.90	5.00	4.10	-	4.10	zero	1-Apr-23

Plotter Copies - Colour

A0	10.45	5.00	10.95	-	10.95	zero	1-Apr-23
A1	7.90	5.00	8.30	-	8.30	zero	1-Apr-23
A2	6.50	5.00	6.85	-	6.85	zero	1-Apr-23
A3 & A4	1.55	5.00	1.65	-	1.65	zero	1-Apr-23

A minimum handling charge of £1.50 is payable if documents are forwarded by post.

Approval Notices & Habitation Certificates (per sheet)	0.10	5.00	0.10	-	0.10	zero	1-Apr-23
Scanned copy of Decision Notice/S106	7.70	5.00	8.10	-	8.10	zero	1-Apr-23

rounded to nearest £1

Location Plans supplied under Ordnance Survey, Planning & Building Control Scheme (per set)	41.00	5.00	43.00	-	43.00	zero	1-Apr-23
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rounded to nearest £1

Former Local Plan

Burnley Local Plan Second Review	55.00	5.00	58.00	-	58.00	zero	1-Apr-23
Set of Proposals Maps (4)	22.00	5.00	23.00	-	23.00	zero	1-Apr-23

Current Planning Policy Documents (including drafts)

Local Development Scheme	5.00	5.00	5.00	-	5.00	zero	1-Apr-23
Annual Monitoring Report	21.00	5.00	22.00	-	22.00	zero	1-Apr-23
SCI	FOC		FOC		FOC		
Burnley's Local Plan 2018 (all versions) (price each)	33.00	5.00	35.00	-	35.00	zero	1-Apr-23
Set of Policies Maps (2)	21.00	5.00	22.00	-	22.00	zero	1-Apr-23
Supplementary Planning Documents - SPDs & SPGs (price each)	10.00	5.00	11.00	-	11.00	zero	1-Apr-23
Sustainability Appraisal (all versions) (price each)	75.00	5.00	79.00	-	79.00	zero	1-Apr-23
Habitats Regulations Assessments (price each)	10.00	5.00	11.00	-	11.00	zero	1-Apr-23
Sustainability Appraisal Scoping Report	21.00	5.00	22.00	-	22.00	zero	1-Apr-23

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Associated Documents (A4 only)

Sustainability Appraisal (all versions) (price each)	75.00	5.00	79.00	-	79.00	zero	1-Apr-23
Habitats Regulations Assessments (price each)	10.00	5.00	11.00	-	11.00	zero	1-Apr-23
Sustainability Appraisal Scoping Report	21.00	5.00	22.00	-	22.00	zero	1-Apr-23
Retail & Leisure Study 2005 (price each)	208.00	5.00	218.00	-	218.00	zero	1-Apr-23
Retail Office & Leisure Study 2013	54.00	5.00	57.00	-	57.00	zero	1-Apr-23
Burnley Employment Land Study Demand Update 2014	21.00	5.00	22.00	-	22.00	zero	1-Apr-23
Strategic Flood Risk (Level 1)	109.00	5.00	114.00	-	114.00	zero	1-Apr-23
Burnley SHMA 2016	New		35.00	-	35.00	zero	New
Burnley SHMA Update Nov 2018	New		15.00	-	15.00	zero	New
Local Plan Viability Assessment 2017	New		35.00	-	35.00	zero	New
Burnley & Pendle GTAA 2012	10.00	5.00	11.00	-	11.00	zero	1-Apr-23
Burnley SHLAA - Report Only	33.00	5.00	35.00	-	35.00	zero	1-Apr-23
Burnley SHLAA - Including Maps (A3 or above)	54.00	5.00	57.00	-	57.00	zero	1-Apr-23

Other**All Other Related Documents:**

Black & White - Price per side - A4	0.10	5.00	0.10	-	0.10	zero	1-Apr-23
Black & White - Price per side - A3	0.20	5.00	0.20	-	0.20	zero	1-Apr-23
Colour - Price per side - A4	0.20	5.00	0.20	-	0.20	zero	1-Apr-23
Colour - Price per side - A3	0.50	5.00	0.55	-	0.55	zero	1-Apr-23
Planning History Search (up to 2 entries)	10.00	5.00	11.00	-	11.00	zero	1-Apr-23
Planning History Search (up to 4 entries)	22.00	5.00	23.00	-	23.00	zero	1-Apr-23
Planning History Search (5 to 9 entries)	35.00	5.00	37.00	-	37.00	zero	1-Apr-23
Planning History Search (10 plus entries)	46.00	5.00	48.00	-	48.00	zero	1-Apr-23

Self & Custom Build Register

Listing on register per year up to 3 years	105.00	5.00	110.00		110.00	zero	1-Apr-23
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Pre-Planning Application Fees

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Significant Major Development Proposal	742.00	5.00	779.00	129.83	649.17	20.00	1-Apr-23	
Further Meeting to above (or an hourly rate agreed in advance)	297.00	5.00	312.00	52.00	260.00	20.00	1-Apr-23	
Major Development Proposal	445.00	5.00	467.00	77.83	389.17	20.00	1-Apr-23	
Further Meeting to above (or an hourly rate agreed in advance)	149.00	5.00	156.00	26.00	130.00	20.00	1-Apr-23	
Minor Development Proposal	149.00	5.00	156.00	26.00	130.00	20.00	1-Apr-23	
Further Meeting to above (or an hourly rate agreed in advance)	73.00	5.00	77.00	12.83	64.17	20.00	1-Apr-23	
Householder Development Proposal (written advice only)	50.00	5.00	53.00	8.83	44.17	20.00	1-Apr-23	
Householder Development Proposal (with site visit)	72.00	5.00	76.00	12.67	63.33	20.00	1-Apr-23	
Other Development (adverts, trees, LBC, priors) Proposals (written advice)	74.00	5.00	78.00	13.00	65.00	20.00	1-Apr-23	
Other Development (adverts, trees, LBC, priors) Proposals (with site visit)	98.00	5.00	103.00	17.17	85.83	20.00	1-Apr-23	

PLANNING APPLICATION FEES**OUTLINE APPLICATIONS**

per 0.1 hectare for sites up to and including 2.5 hectares	462.00	external	462.00	-	462.00	zero	n/a
for sites more than 2.5 hectares	11,432.00	external	11,432.00	-	11,432.00	zero	n/a
In addition, for each 0.1 hectare in excess of 2.5 hectares	138.00	external	138.00	-	138.00	zero	n/a
Subject to maximum total of £125,000							

HOUSEHOLDER APPLICATIONS

Alterations/extensions to a single dwelling including works within boundary	206.00	external	206.00	-	206.00	zero	n/a
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FULL APPLICATIONS (and First Submissions of Reserved Matters)

Dwellings							
Alterations/extensions to two or more dwellings including works within boundaries	407.00	external	407.00	-	407.00	zero	n/a
New dwellings (up to and including 50), per dwelling	462.00	external	462.00	-	462.00	zero	n/a
New dwellings (more than 50)	22,859.00	external	22,859.00	-	22,859.00	zero	n/a
In addition, for each dwelling house in excess of 50	138.00	external	138.00	-	138.00	zero	n/a
subject to a maximum in total of £250,000							

Erection of Buildings (not dwellings, agricultural, glasshouses, plant or machinery)

Gross floor space to be created by the development:							
No increase or no more than 40m ²	234.00	external	234.00	-	234.00	zero	n/a
More than 40m ² but no more than 75m ²	462.00	external	462.00	-	462.00	zero	n/a
More than 75m ² but no more than 3750m ² , cost per each 75m ² or part thereof	462.00	external	462.00	-	462.00	zero	n/a
More than 3750m ²	22,859.00	external	22,859.00	-	22,859.00	zero	n/a
in addition, for each 75m ² in excess of 3750m ²	138.00	external	138.00	-	138.00	zero	n/a
subject to a maximum in total of £300,000							

Erection of Buildings (on land used for agriculture purposes)

Gross floor space to be created by the development:							
Not more than 465m ²	96.00	external	96.00	0.00	96.00	zero	n/a

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
462.00	external	462.00	0.00	462.00	zero	n/a	
462.00	external	462.00	0.00	462.00	zero	n/a	
462.00	external	462.00	0.00	462.00	zero	n/a	
22,859.00	external	22,859.00	0.00	22,859.00	zero	n/a	
138.00	external	138.00	0.00	138.00	zero	n/a	

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Erection of Glasshouses (on land used for the purposes of agriculture)

Gross floor space to be created by the development:

Not more than 465m2

96.00 external 96.00 0.00 96.00 zero n/a

More than 465m2

2,580.00 external 2,580.00 0.00 2,580.00 zero n/a

Erection, Alteration or Replacement of Plant and Machinery

Site Area:

No more than 5 hectares, cost per 0.1 hectare or part thereof

462.00 external 462.00 0.00 462.00 zero n/a

More than 5 hectares

22,859.00 external 22,859.00 0.00 22,859.00 zero n/a

In addition, for each 0.1 hectare (or part thereof) in excess of 5 hectares

138.00 external 138.00 0.00 138.00 zero n/a

subject to a maximum in total of £250,000

APPLICATIONS OTHER THAN BUILDING WORKS**Car Parks, Service Roads or Other Accesses**

For existing uses

234.00 external 234.00 0.00 234.00 zero n/a

Waste (use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)

Site area:

No more than 15 hectares, cost per 0.1 hectare (or part thereof)

234.00 external 234.00 0.00 234.00 zero n/a

More than 15 hectares

34,934.00 external 34,934.00 0.00 34,934.00 zero n/a

in addition, for each 0.1 hectare (or part thereof) in excess of 15 hectares

138.00 external 138.00 0.00 138.00 zero n/a

subject to a maximum in total of £78,000

Operations Connected with Exploratory Drilling for Oil or Natural Gas

Site area:

No more than 7.5 hectares, cost per 0.1 hectares (or part thereof)

508.00 external 508.00 0.00 508.00 zero n/a

More than 7.5 hectares

38,070.00 external 38,070.00 0.00 38,070.00 zero n/a

In addition, for each 0.1 hectare (or part thereof) in excess of 7.5 hectares

151.00 external 151.00 0.00 151.00 zero n/a

subject to a maximum in total of £300,000

Operations (other than exploratory drilling) for the winning and working of oil or natural gas

Site area:

No more than 15 hectares, cost per 0.1 hectare (or part thereof)

257.00 external 257.00 0.00 257.00 zero n/a

More than 15 hectares

38,520.00 external 38,520.00 0.00 38,520.00 zero n/a

in addition, for each 0.1 hectare (or part thereof) in excess of 15 hectares

151.00 external 151.00 0.00 151.00 zero n/a

subject to a maximum in total of £78,000

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Other Operations (winning and working of minerals) excluding oil & natural gas

Sire area:

No more than 15 hectares, cost per 0.1 hectare (or part thereof)

More than 15 hectares

In addition, for each 0.1 hectare (or part thereof) in excess of 15 hectares
subject to a maximum total of £78,000

234.00	external	234.00	0.00	234.00	zero	n/a
34,934.00	external	34,934.00	0.00	34,934.00	zero	n/a
138.00	external	138.00	0.00	138.00	zero	n/a

Other Operations (not coming within any of the above categories)

Any site area, per 0.1 hectare (or part thereof)

subject to a maximum in total of £2,028

234.00	external	234.00	0.00	234.00	zero	n/a
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Lawful Development Certificate

Existing use - in breach of a planning condition

Existing use - lawful not to comply with any particular condition or limitation

Proposed use or operation

same as full planning fee						
234.00	external	234.00	0.00	234.00	zero	n/a
half the normal planning fee						

PRIOR APPROVAL

Agricultural & forestry buildings & operations or demolition of buildings

Communications (previously referred to as Telecommunications Code Systems Operators)

Proposed change of use to state funded school or registered nursery

Proposed change of use of agriculture building to a state-funded school or registered nursery

Proposed change of use of agricultural building to a flexible use within shops, financial &
professional services, restaurants & cafes, business, storage or distribution, hotels or
assembly or leisureProposed change of use of a building from office (use class B1) use to a use falling within use
class 3C (dwellinghouse)Proposed change of use of agricultural building to a dwellinghouse (use class C3), where
there are no building operationsProposed change of use of agriculture building to a dwellinghouse (use class C3) and
associated building operationsProposed change of use of a building from a retail (use class A1 or A2) use or a mixed retail
and residential use to a use falling within use class C3 (dwellinghouse) where there are no
associated building operationsProposed change of use of a building from a retail (use class A1 or A2) use or a mixed retail
and residential use to a use falling within use class C3 (dwellinghouse) and associated
building operationsNotification for prior approval for a change of use from storage or distribution buildings
(class 8B) and any land within its curtilage to dwellinghouses (class C3)

96.00	external	96.00	0.00	96.00	zero	n/a
462.00	external	462.00	0.00	462.00	zero	n/a
96.00	external	96.00	0.00	96.00	zero	n/a
96.00	external	96.00	0.00	96.00	zero	n/a
96.00	external	96.00	0.00	96.00	zero	n/a
96.00	external	96.00	0.00	96.00	zero	n/a
96.00	external	96.00	0.00	96.00	zero	n/a
206.00	external	206.00	0.00	206.00	zero	n/a
96.00	external	96.00	0.00	96.00	zero	n/a
96.00	external	96.00	0.00	96.00	zero	n/a
96.00	external	96.00	0.00	96.00	zero	n/a
96.00	external	96.00	0.00	96.00	zero	n/a

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Notification for prior approval for a change of use from amusement arcades/centres & casinos (sui generis uses) and any land within its curtilage to dwellinghouses (class C3)	96.00	external	96.00	0.00	96.00	zero	n/a	
Notification for prior approval for a change of use from amusement arcades/centres & casinos (sui generis uses) and any land within its curtilage to dwellinghouses (class C3) and associated building operations	206.00	external	206.00	0.00	206.00	zero	n/a	
Notification for prior approval for a change of use from shops (class A1), financial & professional services (class A2), betting offices, pay day loan shops & casinos (sui generis uses) to restaurants & cafes (class A3)	96.00	external	96.00	0.00	96.00	zero	n/a	
Notification for prior approval for a change of use from shops (class A1), financial & professional services (class A2), betting offices, pay day loan shops & casinos (sui generis uses) to restaurants & cafes (class A3) & associated building operations	206.00	external	206.00	0.00	206.00	zero	n/a	
Notification for prior approval for a change of use from shops (class A1), financial & professional services (class A2), betting offices, pay day loan shops (sui generis uses) to assembly & leisure uses (class D2)	96.00	external	96.00		96.00	zero	n/a	
Notification for prior approval for a development consisting of the erection or construction of a collection facility within the curtilage of a shop	96.00	external	96.00		96.00	zero	n/a	
Notification for prior approval for the temporary use of buildings or land for the purpose of commercial film-making and the associated temporary structures, works, plant or machinery required in connection with that use	96.00	external	96.00		96.00	zero	n/a	
Notification for prior approval for the installation, alteration or replacement of other solar photovoltaics (PV) equipment on the roofs of non-domestic buildings, up to a capacity of 1 megawatt	96.00	external	96.00		96.00	zero	n/a	
RESERVED MATTERS								
Application for approval of reserved matters following outline approval - amount due if full fee not already paid	462.00	external	462.00	0.00	462.00	zero	n/a	
APPROVAL/VARIATION/DISCHARGE OF CONDITION								
Application for removal of variation of a condition following grant of planning permission	234.00	external	234.00	0.00	234.00	zero	n/a	
Request for confirmation that one or more planning conditions have been complied with:								
Per request per Householder	34.00	external	34.00	0.00	34.00	zero	n/a	
Per request otherwise	116.00	external	116.00	0.00	116.00	zero	n/a	

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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CHANGE OF USE**Change of use of a building to use as one or more separate dwelling houses**

Per dwelling up to 50 dwellings

More than 50 dwellings

in addition, for each dwelling house in excess of 50 dwelling houses

subject to a maximum in total of £300,000

Other changes of use

Building or land

ADVERTISING

Relating to the business on the premises

Advance signs which are not situated on or visible from the site, directing the public to a business

Other advertisements

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APPLICATION FOR A NON-MATERIAL AMENDMENT FOLLOWING A GRANT OF A**PLANNING PERMISSION**

Application in respect of:

Householder development

Other development

BUILDING REGULATION FEES (effective from 1st January 2023)**TABLE A - STANDARD CHARGES FOR NEW HOUSES**Plan Charge

No. of dwellings:

1	248.00	10.00	273.00	45.50	227.50	20.00
2	340.00	10.00	374.00	62.33	311.67	20.00
3	447.00	10.00	492.00	82.00	410.00	20.00
4	553.00	10.00	609.00	101.50	507.50	20.00
5	669.00	10.00	736.00	122.67	613.33	20.00

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Inspection Charge

No. of dwellings:

1	654.00	10.00	720.00	120.00	600.00	20.00	
2	904.00	10.00	995.00	165.83	829.17	20.00	
3	1,149.00	10.00	1,264.00	210.67	1,053.33	20.00	
4	1,325.00	10.00	1,458.00	243.00	1,215.00	20.00	
5	1,467.00	10.00	1,614.00	269.00	1,345.00	20.00	

Building Notice Charge

No. of dwellings:

1	1,081.00	10.00	1,190.00	198.33	991.67	20.00	
2	1,489.00	10.00	1,638.00	273.00	1,365.00	20.00	
3	1,909.00	10.00	2,100.00	350.00	1,750.00	20.00	
4	2,252.00	10.00	2,478.00	413.00	2,065.00	20.00	
5	2,560.00	10.00	2,816.00	469.33	2,346.67	20.00	

Note

- For 5 or more dwellings or if the floor area of a dwelling exceeds 300m² or flats over 3 storeys, the charge will be individually determined.
- All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person scheme, if this is not the case an additional charge will apply.
- The amount of the plan charge is based on the number of dwellings contained in the application.
- The inspection charge is based on the total units in the project.
- Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
- For larger building projects the Council may agree to fees being paid by instalments. Please contact your local Pennine Lancashire Building Control office for further details.

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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TABLE B - STANDARD CHARGES FOR CERTAIN SMALL BUILDINGS, EXTENSIONS AND ALTERATIONS**CATEGORY 1 - Extensions to dwellings**Plan Charge

Extension(s) - Internal floor area not exceeding 6m ²	428.00	10.00	471.00	78.50	392.50	20.00	
Internal floor area over 6m ² but not exceeding 40m ²	189.00	8.47	205.00	34.17	170.83	20.00	
Internal floor area over 40m ² but not exceeding 60m ²	189.00	8.47	205.00	34.17	170.83	20.00	
Internal floor area over 60m ² but not exceeding 80m ²	189.00	8.47	205.00	34.17	170.83	20.00	

Inspection Charge

Extension(s) - Internal floor area not exceeding 6m ²	Included in Plan Charge						
Internal floor area over 6m ² but not exceeding 40m ²	375.00	10.00	413.00	68.83	344.17	20.00	
Internal floor area over 40m ² but not exceeding 60m ²	546.00	10.00	601.00	100.17	500.83	20.00	
Internal floor area over 60m ² but not exceeding 80m ²	769.00	10.00	846.00	141.00	705.00	20.00	

Building Notice Charge

Extension(s) - Internal floor area not exceeding 6m ²	513.00	10.00	565.00	94.17	470.83	20.00	
Internal floor area over 6m ² but not exceeding 40m ²	673.00	10.00	741.00	123.50	617.50	20.00	
Internal floor area over 40m ² but not exceeding 60m ²	879.00	10.00	967.00	161.17	805.83	20.00	
Internal floor area over 60m ² but not exceeding 80m ²	1,147.00	10.00	1,262.00	210.33	1,051.67	20.00	

CATEGORY 2 - Garages & Carports

Erection or extension of a detached or attached building or an extension to a dwelling;

Which consists of a garage, carport, or both, having a floor area not exceeding 40m² in total and is intended to be used in common with an existing building

Plan Charge	300.00	10.00	330.00	55.00	275.00	20.00	
Inspection Charge	Included in Plan Charge						
Building Notice Charge	361.00	10.00	398.00	66.33	331.67	20.00	

Where the garage extension exceeds a floor area of 40m² but does not exceed 60m²

Plan Charge	428.00	10.00	471.00	78.50	392.50	20.00	
Inspection Charge	Included in Plan Charge						
Building Notice Charge	513.00	10.00	565.00	94.17	470.83	20.00	

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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CATEGORY 3 - Garage Conversions

The conversion, in part or full, of an attached domestic garage to an existing dwelling into a habitable room.

Plan Charge

292.00 10.00 322.00 53.67 268.33 20.00

Inspection Charge

Included in Plan Charge

Building Notice Charge

350.00 10.00 385.00 64.17 320.83 20.00

CATEGORY 4 - Loft Conversions & Dormers

Formation of a room(s) in an existing roof space, including means of access thereto.

Fees for lofts greater than 40m² are to be based on the cost of the work, subject to an agreed minimum plan charge.

Without a dormer but not exceeding 40m² in floor area*

Plan Charge

428.00 10.00 471.00 78.50 392.50 20.00

Inspection Charge

Included in Plan Charge

Building Notice Charge

513.00 10.00 565.00 94.17 470.83 20.00

With a dormer but not exceeding 40m² in floor area*

Plan Charge

189.00 10.00 208.00 34.67 173.33 20.00

Inspection Charge

375.00 10.00 413.00 68.83 344.17 20.00

Building Notice Charge

673.00 10.00 741.00 123.50 617.50 20.00

Note

1. Floor area is the area measured at a height of 2 metres above floor level.
2. All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge will apply.
3. Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
4. If the internal floor area, of an extension to a dwelling, exceeds 80m² Table E will apply (subject to a minimum build cost of £50,001).
5. Loft Conversions greater than 40m² will be based on the cost of the work and Table E will apply, subject to a agreed minimum plan charge.

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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TABLE C - STANDARD CHARGES FOR DOMESTIC ALTERATIONS**CATEGORY 1 - Installation of replacement windows and doors***

in a dwelling where the number of windows / doors does not exceed 20

Plan Charge

126.00 10.00 139.00 23.17 115.83 20.00

Inspection Charge

Included in Plan Charge

Building Notice Charge

126.00 10.00 139.00 23.17 115.83 20.00

CATEGORY 2 - Controlled Electrical work*

To a single dwelling (not carried out in conjunction with work being undertaken that falls within

Table B)

Plan Charge

220.00 10.00 242.00 40.33 201.67 20.00

Inspection Charge

Included in Plan Charge

Building Notice Charge

220.00 10.00 242.00 40.33 201.67 20.00

CATEGORY 3 - Renovation of a Single Thermal Element

To a dwelling house or flat (including cavity wall insulation)

Plan Charge

157.00 10.00 173.00 28.83 144.17 20.00

Inspection Charge

Included in Plan Charge

Building Notice Charge

157.00 10.00 173.00 28.83 144.17 20.00

CATEGORY 4 - Heating Appliance Installation*

Where work relates to installation of a multi-fuel heating appliance including associated flue liner/chimney and hearth to which Part J applies, and to a single dwelling by a person not registered under a Government scheme, the following charges will be applied

Plan Charge

292.00 10.00 322.00 53.67 268.33 20.00

Inspection Charge

Included in Plan Charge

Building Notice Charge

292.00 10.00 322.00 53.67 268.33 20.00

CATEGORY 5 - Removal or partial removal of chimney breast(s) within a dwelling

Plan Charge

245.00 10.00 270.00 45.00 225.00 20.00

Inspection Charge

Included in Plan Charge

Building Notice Charge

245.00 10.00 270.00 45.00 225.00 20.00

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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CATEGORY 6 - Removal of wall and insertion of 1 or 2 steel beams up to a maximum

span of 4 metres

Plan Charge

Inspection Charge

Building Notice Charge

245.00	10.00	270.00	45.00	225.00	20.00		
Included in Plan Charge							
245.00	10.00	270.00	45.00	225.00	20.00		

Note

- * Not carried out and registered under by a Competent Person Scheme
- Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
If multiple items of listed work are proposed, as in Table C above, then a 25% discount can be applied for the second listed item only; if three or more listed items are proposed then please refer to Table E (subject to a minimum plan charge equal to a minimum build cost of £10,001)

TABLE D - OTHER NON-DOMESTIC WORK : EXTENSIONS AND NEW BUILD & THERMAL IMPROVEMENTS**CATEGORY 1 - Extension(s) - Internal floor area not exceeding 6m²**

Plan Charge

Inspection Charge

Building Notice Charge

428.00	10.00	471.00	78.50	392.50	20.00		
Included in Plan Charge							
Not applicable							

CATEGORY 2 - Internal floor area over 6m² but not exceeding 40m²

Plan Charge

Inspection Charge

Building Notice Charge

189.00	10.00	208.00	34.67	173.33	20.00		
375.00	10.00	413.00	68.83	344.17	20.00		
Not applicable							

CATEGORY 3 - Internal floor area over 40m² but not exceeding 80m²

Plan Charge

Inspection Charge

Building Notice Charge

189.00	10.00	208.00	34.67	173.33	20.00		
546.00	10.00	601.00	100.17	500.83	20.00		
Not applicable							

CATEGORY 4 - Renovation of a single thermal element - cost up to £20,000*

Plan Charge

Inspection Charge

Building Notice Charge

227.00	10.00	250.00	41.67	208.33	20.00		
Included in Plan Charge							
Not applicable							

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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CATEGORY 5 - Replacement of non-domestic windows*, not exceeding 20

Plan Charge

Inspection Charge

Building Notice Charge

168.00 10.00 185.00 30.83 125.00 20.00

Included in Plan Charge

Not applicable

Note

- * Where cost exceeds £20,000 the charge is individually determined.
- Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
- Floor area is the area measured at a height of 2 metres above floor level.
- If the internal floor area exceeds 80m² Table E will apply (subject to a minimum plan charge equal to a minimum build cost of £50,001)
- Category 5 does not include replacement doors due to Part B - Fire safety implications.

TABLE E - STANDARD CHARGES FOR ALL OTHER WORK NOT IN TABLES A, B, C & D

Excludes individually determined charges)

Plan Charge

Estimated Cost

From £0 - £2,000

£2,001 - £5,000

£5,001 - £7,000

£7,001 - £10,000

£10,001 - £20,000

£20,001 - £30,000

£30,001 - £40,000

£40,001 - £50,000

£50,001 - £75,000

£75,001 - £100,000*

245.00	10.00	270.00	45.00	225.00	20.00
292.00	10.00	322.00	53.67	268.33	20.00
315.00	10.00	347.00	57.83	289.17	20.00
332.00	10.00	366.00	61.00	305.00	20.00
108.00	10.00	119.00	19.83	99.17	20.00
127.00	10.00	140.00	23.33	116.67	20.00
161.00	10.00	178.00	29.67	148.33	20.00
200.00	10.00	220.00	36.67	183.33	20.00
245.00	10.00	270.00	45.00	225.00	20.00
315.00	10.00	347.00	57.83	289.17	20.00

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Inspection Charge

Estimated Cost

from £0 - £2,000

£2,001 - £5,000

£5,001 - £7,000

£7,001 - £10,000

£10,001 - £20,000

£20,001 - £30,000

£30,001 - £40,000

£40,001 - £50,000

£50,001 - £75,000

£75,000 - £100,000*

Included in Plan Charge

Included in Plan Charge

Included in Plan Charge

Included in Plan Charge

332.00 10.00 366.00 61.00 305.00 20.00

441.00 10.00 486.00 81.00 405.00 20.00

515.00 10.00 567.00 94.50 472.50 20.00

596.00 10.00 656.00 109.33 546.67 20.00

734.00 10.00 808.00 134.67 673.33 20.00

936.00 10.00 1,030.00 171.67 858.33 20.00

Building Notice Charge

Estimated Cost

from £0 - £2,000

£2,001 - £5,000

£5,001 - £7,000

£7,001 - £10,000

£10,001 - £20,000

£20,001 - £30,000

£30,001 - £40,000

£40,001 - £50,000

£50,001 - £75,000

£75,000 - £100,000*

293.00 10.00 323.00 53.83 269.17 20.00

350.00 10.00 385.00 64.17 320.83 20.00

376.00 10.00 414.00 69.00 345.00 20.00

398.00 10.00 438.00 73.00 365.00 20.00

526.00 10.00 579.00 96.50 482.50 20.00

679.00 10.00 747.00 124.50 622.50 20.00

806.00 10.00 887.00 147.83 739.17 20.00

951.00 10.00 1,047.00 174.50 872.50 20.00

1,170.00 10.00 1,287.00 214.50 1,072.50 20.00

1,497.00 10.00 1,647.00 274.50 1,372.50 20.00

Note

1. *Where cost exceeds £100,000 the charge is individually determined.
2. Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
3. In respect of domestic work the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person scheme. If this is not the case an additional charge will apply, see Table C

TABLE F - DEMOLITION CHARGE

Application to demolish existing property under Section 80 of the Building Act 1984 and issuing the counter notice under Section 81 of the Building Act 1984

207.00 10.00 228.00 0.00 228.00 zero

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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TABLE G - OTHER CHARGES**CATEGORY 1 - Copy of Completion certificates**

30.00	10.00	33.00	5.50	27.50	20.00
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CATEGORY 2 - Copy Decision Notices

30.00	10.00	33.00	5.50	27.50	20.00
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CATEGORY 3 - Re-opening of Archived applications that have been dormant for 2 years or more

84.00	10.00	93.00	15.50	77.50	20.00
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Charge per hour subject to a minimum charge of £93.00

CATEGORY 4 - Withdrawal of an application and any associated changes

84.00	10.00	93.00	15.50	77.50	20.00
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Charge per hour subject to a minimum charge of £93.00

CATEGORY 5 - Building Regulations Confirmation letter

84.00	10.00	93.00	15.50	77.50	20.00
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Charge per hour subject to a minimum charge of £93.00

CATEGORY 6 - Supply of non-standard data and information, including responding to

84.00	10.00	93.00	15.50	77.50	20.00
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Solicitor enquiries

Charge per hour subject to a minimum charge of £93.00

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Note

- Where a **'Full Plans'** application is made, in most cases a plan charge is payable at the time of application and an invoice for the inspection charge will be sent following the first inspection on site.
- For a **'Regularisation'** application (related to unauthorised work) fees are individually determined but will be subject to a minimum of 150% of the associated net charge(s).
No Vat is payable on a Regularisation Charge.
- Charges in **Table E** are based upon an estimated cost, which means a reasonable estimate (excluding Vat) that would be charged for carrying out all the work, by a professional contractor.
No reductions are made for DIY proposals.
- When it is intended to carry out **additional work** on a dwelling at the same time as any work in **Table B** then the charge for this additional work may be discounted by 25%, subject to a maximum estimated cost of £20,000.
- When it is intended to carry out more than one extension to a dwelling, the areas of the extensions may be aggregated in determining a total internal floor area to which the fee may then be applied.
Please note however, the area of loft conversions or garage conversions may not be aggregated to an extension but a 25% discount can be applied.
- For work that is an electrical installation only, such as rewiring, use **Table C**.
All other installation work should be included in the overall charges.
- For a **"Reversion"** application fees are individually determined.
Please contact your local Pennine Lancashire Building Control Office for further details.
- For applications that are due to **start on site immediately**, both Plan Fee and Inspection Fee are payable when submitting the application.
Please be advised that if you commence works prior to receiving Building Regulations approval, you do so at your own risk.
- For current and active Local Authority Building Control Partnership customer fees will be individually determined.
- Costs cannot be discounted across separate applications

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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MARKETS

Deposit for new tenants taking a unit in the Market	204.00	5.00	215.00	35.83	179.17	20.00	1-Apr-23
Hourly charge for additional opening outside of normal hours for trader access	62.00	5.00	66.00	11.00	55.00	20.00	1-Apr-23
Lease preparation fee	245.00	5.00	258.00	43.00	215.00	20.00	1-Apr-23
New product line addition to existing user clause to include deed of variation costs.	306.00	5.00	322.00	53.67	268.33	20.00	1-Apr-23
Call put to an alarm activation resulting from Traders unit/action plus alarm call out costs.	31.00	5.00	33.00	5.50	27.50	20.00	1-Apr-23
Electricity recharge late payment fee per week o/s to cover cost of reminders for payment	13.00	5.00	14.00	2.33	11.67	20.00	1-Apr-23
Provision of payment schedule for disputed rent – repayable if a rent error made.	25.00	5.00	27.00	4.50	22.50	20.00	1-Apr-23
Per Copy of Rent invoice required	7.00	5.00	8.00	1.33	6.67	20.00	1-Apr-23
Represented cheque or Direct Debit payment refused by bankers	19.00	5.00	20.00	3.33	16.67	20.00	1-Apr-23
Assignment of lease with existing user clause to cover council's legal costs in preparation of deed and to reflect element of value of assignment to existing trader selling on their business	245.00	5.00	258.00	43.00	215.00	20.00	1-Apr-23
Assignment of lease as above but with additional and or change of user clause.	306.00	5.00	322.00	53.67	268.33	20.00	1-Apr-23
Per letter relating to breaches of Market Regulations	25.00	5.00	27.00	4.50	22.50	20.00	1-Apr-23
Per day breach of user clause to reflect unfair trading advantage gained by selling of unauthorised product.	25.00	5.00	27.00	4.50	22.50	20.00	1-Apr-23
Penalty Fee per hour in relation to arriving late to open and or leaving early to close. (Funds to be paid into Advertising fund).	31.00	5.00	33.00	5.50	27.50	20.00	1-Apr-23
Non-attendance on Designated Market Days and/or Christmas Sundays and Late Night Thursdays. (Funds to be paid into Advertising fund).	123.00	5.00	130.00	21.67	108.33	20.00	1-Apr-23
Remedy of breach and withdrawal of court action by the Council after court action has been scheduled.	306.00	5.00	322.00	53.67	268.33	20.00	1-Apr-23

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
RESOURCES									
REVENUES & BENEFITS									
LOCAL TAXATION									
Council Tax Summons	75.00	-	75.00	75.00	-	75.00	zero	1-Apr-23	
Council Tax Liability Order	20.00	-	20.00	20.00	-	20.00	zero	1-Apr-23	
NNDR Summons	105.00	-	105.00	105.00	-	105.00	zero	1-Apr-23	
NNDR Liability Order	20.00	-	20.00	20.00	-	20.00	zero	1-Apr-23	
LEGAL & DEMOCRATIC SERVICES									
LEGAL FEES									
Note 1. Vat is chargeable on the fees if vat is payable on the consideration or rent.									
These fees may be charged at a higher level in accordance with, for example, the work involved in more complex cases.									
Rounded to nearest £5									
Disposals									
Sale of Garden plot	285.00	10.00	313.50	315.00	-	315.00	see note 1	1-Apr-23	
Sale of any other land	590.00	10.00	649.00	650.00	-	650.00	see note 1	1-Apr-23	
Small Scale Building Licence	590.00	10.00	649.00	650.00	-	650.00	see note 1	1-Apr-23	
Building Licence	1,380.00	10.00	1,518.00	1,520.00	-	1,520.00	see note 1	1-Apr-23	
Sealing of documents	65.00	10.00	71.50	70.00	-	70.00	see note 1	1-Apr-23	
Landlord & Tenant									
Contracted out' short term lease/licences	590.00	10.00	649.00	650.00	-	650.00	see note 1	1-Apr-23	
Longer term business lease	985.00	10.00	1,083.50	1,085.00	-	1,085.00	see note 1	1-Apr-23	
Underlease - Brunshaw / Anglesey	495.00	10.00	544.50	545.00	-	545.00	see note 1	1-Apr-23	
Licence to Assign	410.00	10.00	451.00	450.00	-	450.00	see note 1	1-Apr-23	
Licence for Alterations	410.00	10.00	451.00	450.00	-	450.00	see note 1	1-Apr-23	
Licence for Change of Use	410.00	10.00	451.00	450.00	-	450.00	see note 1	1-Apr-23	
Licence to Assign (combined with licence for alterations / change of use)	685.00	10.00	753.50	755.00	-	755.00	see note 1	1-Apr-23	
Licence to Underlet	685.00	10.00	753.50	755.00	-	755.00	see note 1	1-Apr-23	
Licence to Underlet (combined with licence for alterations / change of use)	985.00	10.00	1,083.50	1,085.00	-	1,085.00	see note 1	1-Apr-23	
Surrenders	410.00	10.00	451.00	450.00	-	450.00	see note 1	1-Apr-23	
Letter of consent to assign (long leaseholds at nominal rent)	70.00-175.00	10.00		74.00-184.00	-	70.00-175.00	see note 1	1-Apr-23	
Registration of Assignment or Underlease	65.00	10.00	71.50	70.00	-	70.00	see note 1	1-Apr-23	
Grant of Easements or Rights	420.00	10.00	462.00	460.00	-	460.00	see note 1	1-Apr-23	
Deed of Variation	420.00	10.00	462.00	460.00	-	460.00	see note 1	1-Apr-23	

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2023

Appendix A

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Planning									
Section 106 Agreements (minimum charge)	575.00	10.00	632.50	635.00	-	635.00	o/s scope	1-Apr-23	
Mortgages									
Vacating Receipts									
Notice of Charge									
Mortgage Questionnaire									
Miscellaneous									
Copy Documents - per A4 sheet (minimum £10)	0.45	10.00	0.50	0.50	-	0.50	see note 1	1-Apr-23	
Land Charges									
Note: CON29 elements of Land Charges are now vatable at the standard rate									
LLC1	19.00	5.00	19.95	19.95	-	19.95	zero	1-Apr-23	
CON29R	141.00	5.00	148.05	148.05	24.68	123.37	standard	1-Apr-23	
Local Search (LLC1 + CON29R)	160.00	5.00	168.00	168.00	24.68	143.32	mixed	1-Apr-23	
Each Additional Parcel of Land	25.00	5.00	26.25	26.25	4.38	21.87	standard	1-Apr-23	
Each Optional CON29O Enquiry (Q 5 - 20)	5.00	10.00	5.50	5.50	0.92	4.58	standard	1-Apr-23	
Each Optional CON29O Enquiry (Q4 Q21 & Q22)	35.00	10.00	38.50	38.50	6.42	32.08	standard	1-Apr-23	
Each Additional Enquiry	31.00	5.00	32.55	32.55	5.43	27.12	standard	1-Apr-23	
ROOM HIRE									
Burnley Town Hall - Room Hire									
Meetings									
Mornings - 8am to 1pm	94.55	10.00	104.01	104.00	-	104.00	zero	1-Apr-23	
Afternoon - 1pm to 6pm	94.55	10.00	104.01	104.00	-	104.00	zero	1-Apr-23	
Evening - 6pm to 10pm	94.55	10.00	104.01	104.00	-	104.00	zero	1-Apr-23	

2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Others

Mornings - 8am to 1pm	94.55	10.00	104.01	104.00	-	104.00	zero	1-Apr-23
Afternoon - 1pm to 6pm	94.55	10.00	104.01	104.00	-	104.00	zero	1-Apr-23
Evening - 6pm to 10pm	94.55	10.00	104.01	104.00	-	104.00	zero	1-Apr-23

Parker Lane - Room Hire

Mornings - 8am to 1pm	94.55	10.00	104.01	104.00	-	104.00	zero	1-Apr-23
Afternoon - 1pm to 6pm	94.55	10.00	104.01	104.00	-	104.00	zero	1-Apr-23
Evening - 6pm to 10pm	94.55	10.00	104.01	104.00	-	104.00	zero	1-Apr-23

FINANCE & PROPERTY SERVICES**PROPERTY TEAM****GARAGE SITES**

Note : 3 months notice is required to increase rents for garage sites & garden plots

Per plot, per annum	85.35	5.00	89.62	89.60	14.93	74.67	20.00	1-Apr-23
Concession for registered disabled	9.51	5.00	9.99	10.00	1.67	8.33	20.00	1-Apr-23

GARDEN PLOTS

Per square yard, per annum	0.7317	5.00	0.7700	0.7683	-	0.77	zero	1-Apr-23
Admin fee for setting up of new tenancy agreements	53.75	5.00	56.44	56.45	9.41	47.04	20.00	1-Apr-23

Note : The rents of garage sites & garden plots are only being reviewed and increased every 3 years due to the administrative cost of writing to inform tenants.

The last review was undertaken during 2021/22 of appropriate market rentals.

PROPERTY SURVEYOR FEES

These fees/charges are for general guidance.

These fees may be negotiated at higher level in accordance with the work involved in more complex cases.

Note 1 - Vat is not chargeable on the fees/charges unless VAT is payable on the consideration or rent.

Disposals

Sale of Garden plot	247.50	5.00	259.88	259.90	-	259.90	see note 1	1-Apr-23
Sale of any other land (minimum charge or 1% of sale price whichever is higher)	410.75	5.00	431.29	431.30	-	431.30	see note 1	1-Apr-23
Building Licence (minimum charge but depending on size/complexity)	821.60	5.00	862.68	862.70	-	862.70	see note 1	1-Apr-23
Freehold Reversion	247.50	5.00	259.88	259.90	-	259.90	see note 1	1-Apr-23

Landlord & Tenant

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2023

Appendix A

	2022/23 Gross Fees £	% inc 5.0%	2023/24 Gross Fees	2023/24 Gross Fees £	Vat included in fee	2023/24 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Contracted out' short term lease	287.80	5.00	302.19	302.20	-	302.20	see note 1	0-Jan-00	
Longer term business lease	410.75	5.00	431.29	431.30	-	431.30	see note 1	1-Apr-23	
Grant of Garden Tenancy	45.50	5.00	47.78	47.80	-	47.80	see note 1	1-Apr-23	
Service of Notices on Garden Tenancies	38.80	5.00	40.74	40.75	-	40.75	see note 1	1-Apr-23	
Underlease - Brunshaw / Anglesey	287.80	5.00	302.19	302.20	-	302.20	see note 1	1-Apr-23	
Renewal Lease	287.80	5.00	302.19	302.20	-	302.20	see note 1	1-Apr-23	
Licence to Assign	273.00	5.00	286.65	286.65	-	286.65	see note 1	1-Apr-23	
Licence for Alterations	327.90	5.00	344.30	344.30	-	344.30	see note 1	1-Apr-23	
Licence for Change of Use	287.80	5.00	302.19	302.20	-	302.20	see note 1	1-Apr-23	
Licence to Assign (combined with licence for alterations/change of use)	410.75	5.00	431.29	431.30	-	431.30	see note 1	1-Apr-23	
Licence to Underlet	327.90	5.00	344.30	344.30	-	344.30	see note 1	1-Apr-23	
Licence to Underlet (combined with licence for alterations/change of use)	410.75	5.00	431.29	431.30	-	431.30	see note 1	1-Apr-23	
Letter of consent to assign (long leaseholds at nominal rent)	min 108.00			min 108.00		min 108.00	see note 1	1-Apr-23	
Planning									
106 Agreements	521.95	5.00	548.05	548.05	-	548.05	see note 1	1-Apr-23	
Site Compound Licence	273.00	5.00	286.65	286.65	-	286.65	see note 1	1-Apr-23	
Copy Documents - per A4 sheet	0.55	5.00	0.58	0.60	0.10	0.50	20.00	1-Apr-23	
Pavement Café Licences									
Initial licence set up									these licences now issued by LCC
Annual renewal/change of licensee									these licences now issued by LCC
BURNLEY BUS STATION									
Bus Station departure charges are calculated using pence to 4 decimal places									
Per Departure - Standard bus / Minibus	1.0790	5.00	1.13	1.1329	0.19	0.94	20.00	1-Apr-23	
Per Departure - Long (coach)	2.2322	5.00	2.34	2.3438	0.39	1.95	20.00	1-Apr-23	
(Net Fee increased by 5% then VAT added)									

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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