

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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COMMUNITY SERVICES

GREEN SPACES & AMENITIES

CEMETERIES

Interment Fees

Stillborn - 12 month	-	-	-	-	-	-	
Over 1 year - 17 years	-	323.00	-	323.00	zero	n/a	
18 years and over	-	1,237.00	-	1,237.00	zero	n/a	
Where Casket is used	-	1,437.00	-	1,437.00	zero	n/a	
Where Vault is used	-	1,437.00	-	1,437.00	zero	n/a	
Interment after appointed time	-	209.00	-	209.00	zero	n/a	
Interment of cremated remains	-	250.00	-	250.00	zero	n/a	

Interment Fees - Public Grave

Over 1 year - 17 years	-	203.00	-	203.00	zero	n/a	
18 years and over	-	415.00	-	415.00	zero	n/a	
Service in Cemetery Chapel	-	154.00	-	154.00	zero	n/a	

Removal & Replacement

Headstones (remove and re-fix to National Association of Memorial Masons standards)	-	192.00	-	192.00	zero	n/a	
Sidestones	-	158.00	-	158.00	zero	n/a	
Chippings	-	96.00	-	96.00	zero	n/a	

Right to Erect Memorials

Headstone (900mm maximum)(including first inscription)	-	265.00	44.17	220.83	20.00	n/a	
Wooden Cross	-	51.00	8.50	42.50	20.00	n/a	
Vase without inscription and under 300 mm		FOC		FOC			
Otherwise	-	97.00	16.17	80.83	20.00	n/a	
Inscription (each)	-	51.00	8.50	42.50	20.00	n/a	

Construction

Vault - Single Space/Depth	-	2,439.00	-	2,439.00	zero	n/a	
Vault - Double Space		At Cost		At Cost	zero	n/a	

Exclusive Right of Burial

Burnley							
Row 1 - 4	-	1,120.00	-	1,120.00	zero	n/a	

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Lawn Section	1,377.00	-	1,377.00	-	1,377.00	zero	n/a	
Half Grave (for burial of ashes only)	444.00	-	444.00	-	444.00	zero	n/a	
Any other row	1,120.00	-	1,120.00	-	1,120.00	zero	n/a	
Additional charge for Vault	703.00	-	703.00	-	703.00	zero	n/a	
Purchase of above by Non-Resident of Burnley Borough								
Miscellaneous								
Search of Register	FOC		FOC		FOC			
<u>Padiham Garden of Remembrance</u>								
Use of Memorial Stone	128.00	-	128.00	-	128.00	zero	n/a	
Use of Niche for one person	236.00	-	236.00	-	236.00	zero	n/a	
Additional remains in Niche	149.00	-	149.00	-	149.00	zero	n/a	
<u>CREMATORIUM</u>								
<u>Cremation</u>								
Stillborn - 12 month	-		-	-	-	-		
Over 1 year - 17 years	219.00	-	219.00	-	219.00	zero	n/a	
18 years and over	764.00	-	764.00	-	764.00	zero	n/a	
Medical Referee	18.00	-	18.00	-	18.00	zero	n/a	
Additional fee for Saturday & 12.30 additional time	211.00	-	211.00	-	211.00	zero	n/a	
<u>Entries in Book of Remembrance</u>								
2 line	111.00	-	111.00	18.50	92.50	20.00	n/a	
5 line	173.00	-	173.00	28.83	144.17	20.00	n/a	
8 line	255.00	-	255.00	42.50	212.50	20.00	n/a	
5 line with flower emblem	239.00	-	239.00	39.83	199.17	20.00	n/a	
5 line with Badge	266.00	-	266.00	44.33	221.67	20.00	n/a	
6 line with Coat of Arms	341.00	-	341.00	56.83	284.17	20.00	n/a	
<u>Remembrance Cards</u>								
With 2 line inscription	69.00	-	69.00	11.50	57.50	20.00	n/a	
With 5 line inscription	81.00	-	81.00	13.50	67.50	20.00	n/a	
With 8 line inscription	110.00	-	110.00	18.33	91.67	20.00	n/a	
Additional 2 line inscription	41.00	-	41.00	6.83	34.17	20.00	n/a	
Additional 5 line inscription	54.00	-	54.00	9.00	45.00	20.00	n/a	
Additional 8 line inscription	63.00	-	63.00	10.50	52.50	20.00	n/a	
Additional cost for flower emblem (only with 5 or 8 line entry)	69.00	-	69.00	11.50	57.50	20.00	n/a	
<u>Retaining of Ashes</u>								
After 1 month (per month)	72.00	-	72.00	-	72.00	zero	n/a	

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Scattering of Ashes

Cremation not at Burnley

72.00	-	72.00	-	72.00	zero	n/a	
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Memorial Wall

Lakeland stone plaque

(plus lettering per letter - existing walls only, new walls subject to new price list)

Additional inscription admin charge (plus lettering)

Emblem

Renewal of lease at end of agreement per 5 years

552.00	-	552.00	92.00	460.00	20.00	n/a	
3.00	-	3.00	0.50	2.50	20.00	n/a	
42.00	-	42.00	7.00	35.00	20.00	n/a	
40.00	-	40.00	6.67	33.33	20.00	n/a	
75.00	-	75.00	12.50	62.50	20.00	n/a	

Tree of Remembrance

Engraved Remembrance Leaf

60.00	-	60.00	10.00	50.00	20.00	n/a	
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Ash Plots

Exclusive right of burial (40 years)

Interment fee

Right to erect memorial

Foundation

444.00	-	444.00	74.00	370.00	20.00	n/a	
250.00	-	250.00	41.67	208.33	20.00	n/a	
281.00	-	281.00	46.83	234.17	20.00	n/a	
25.00	-	25.00	4.17	20.83	20.00	n/a	

PARKS - OUTDOOR SPORTS ACTIVITIES & EVENTS

Events - Towneley Park

Local Organisations

Non Resident Organisation - per event

Funfair Events

169.60	2.00	173.00	28.83	144.17	20.00	1-Jan-20	
432.35	2.00	441.00	73.50	367.50	20.00	1-Jan-20	
POA		POA					

Towneley Park

Cricket

Football pitches (from 1st August each year)

Grade A - (changing, showers & attendant)

Prairie, Fennyfold, Towneley

55.70	2.00	56.80	9.47	47.33	20.00	1-Jan-20	
55.70	2.00	56.80	9.47	47.33	20.00	1-Jan-20	

Grade B (pitch only)

Queens Park, Worsthorne, Stoneyholme, Hapton

39.05	2.00	39.85	6.64	33.21	20.00	1-Jan-20	
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Barden Central Arena

Burnley United A F C per season

n/a not charged in lieu of cleaning and management

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Junior Football

Hire of Junior pitch

Use of changing accommodation only

12.10	2.00	12.35	2.06	10.29	20.00	1-Jan-20	
12.10	2.00	12.35	2.06	10.29	20.00	1-Jan-20	

ALLOTMENTS

Allotment Rent per m²

Concessionary Rental (50%)

Water

Admin fee for setting up of new tenancy agreements

0.28	2.00	0.29	-	0.29	zero	n/a	
0.14	2.00	0.14	-	0.14	zero	n/a	
14.80	2.00	15.10	-	15.10	zero	n/a	
12.05	2.00	12.30	2.05	10.25	20.00	n/a	

Note : Allotments users require 3 months notice of any price increases.

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TOWNELEY

Car Parking - Pay & Display

Riverside - per day	1.50	2.00	1.50	0.25	1.25	20.00	1-Jan-20
Towneley Hall - per hour	0.80	2.00	0.80	0.13	0.67	20.00	1-Jan-20
9 Hole Golf - per day	1.50	2.00	1.50	0.25	1.25	20.00	1-Jan-20
Causeway End / Golf Course - per day	2.00	2.00					
Barwise per day	1.50	2.00	1.50	0.25	1.25	20.00	1-Jan-20

Car Parking - Contracts (per annum)

Towneley Hall	60.00	2.00	61.00	10.17	50.83	20.00	1-Jan-20
Riverside	39.00	2.00	40.00	6.67	33.33	20.00	1-Jan-20
Barwise	39.00	2.00	40.00	6.67	33.33	20.00	1-Jan-20
Woodgrove	60.00	2.00	61.00	10.17	50.83	20.00	1-Jan-20

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TOWNELEY HALL

Guided Tours

Local Links Subscription Scheme for Schools per annum	224.30	2.00	n/a				updated fee structure - see below
Adults Day - Per Guide (up to 25 people)	202.20	2.00	n/a				
Unbooked (per person)	5.70	2.00	n/a				
Unbooked (children)	3.30	2.00	n/a				
Adults Evening (per person) (minimum 25 people)(including tea & coffee)	10.40	2.00	n/a				
School Groups - per person	3.70	2.00	n/a				
School Groups - with actors	5.10	2.00	n/a				

Use of Hall

Commercial Photography (non Burnley Firms)	1,061.20	2.00	n/a				updated fee structure - see below	400-1,000
Great Hall	636.70	2.00	n/a					300-600
Daytime Events by negotiation (Regency Rooms)	636.70	2.00	n/a					300-600
Evening Events by negotiation (Regency Rooms)	1,061.20	2.00	n/a					500-1,000
Lecture Theatre	424.40	2.00	n/a					200-400
Library	73.80	2.00	n/a					31.20
Great Hall & both Regency Rooms	2,122.40	2.00	n/a					500-2,000

Conference & Meeting Courses

Day Delegate Rate - includes room hire, 2 servings of tea / coffee & light buffet lunch per person (basic standard AV equipment included)	34.80	2.00	n/a				updated fee structure - see below	
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Additional Equipment & Services

TV & Video	79.10	2.00	n/a				updated fee structure - see below	
Photocopies per sheet (up to 50)	0.25	2.00	n/a					
Photocopies per sheet (over 50)	0.10	2.00	n/a					

Wedding Charges

Red Regency Room - wedding only (Mon - Thurs)	655.70	2.00	n/a				updated fee structure - see below	300-600
Red Regency Room - wedding only (Fri - Sun)	1,639.50	2.00	n/a					600-1,500
Red & Green Rooms - wedding only	1,093.00	2.00	n/a					600-1,000
Great Hall & Red & Green Rooms - special rate	2,186.00	2.00	n/a					1,000-2,000
Marquee Site Fee	546.50	2.00	n/a					

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Wedding - Special Offer Packages

Basic - Wedding ceremony & drinks reception	2,156.65	2.00	n/a				updated fee structure - see below
Deluxe - Wedding breakfast, drinks & toastmaster	3,171.30	2.00	n/a				
Premier - Wedding ceremony, drinks, breakfast, drinks package & toastmaster	4,440.05	2.00	n/a				

Wedding - New Special Offer Packages

Friday & Saturday - Daytime (min 70 guests) Hall - price per person	70.90	2.00	n/a				updated fee structure - see below
Friday & Saturday - Evening (min 100 guests) Stables - price per person	16.30	2.00	n/a				
Sunday to Thursday - Daytime (min 70 guests) Hall - price per person	60.00	2.00	n/a				
Sunday to Thursday - Evening (min 100 guests) Stables - price per person	16.30	2.00	n/a				

Towneley Hall Catering Equipment (related to Marquee events)

5 foot round Banqueting Tables - per table	11.20	2.00	n/a				updated fee structure - see below
Red Banqueting Chairs - per chair	3.35	2.00	n/a				
Occasional Tables - per table	4.50	2.00	n/a				
Trestle Tables - per table	6.85	2.00	n/a				

Other items by negotiation

Chair covers	3.25	2.00	n/a				updated fee structure - see below
Chair covers & bows	4.40	2.00	n/a				
Banquet cloths	5.45	2.00	n/a				
Banquet chairs	3.25	2.00	n/a				

Guided Tours

Local Links Subscription Scheme for Schools - per annum	219.30	2.00	223.70	37.28	186.42	20.00	1-Jan-20
Daytime - per person	8.00	2.00	8.15	1.36	6.79	20.00	1-Jan-20
Evening - per person	12.00	2.00	12.25	2.04	10.21	20.00	1-Jan-20
School Groups per person - half day	2.50	2.00	2.55	0.43	2.12	20.00	1-Jan-20
School Groups per person - full day	5.00	2.00	5.10	0.85	4.25	20.00	1-Jan-20

Use of Hall

Commercial Photography	300.00	2.00	306.00	51.00	255.00	20.00	1-Jan-20
Filming Fees	1,000.00	2.00	1,020.00	170.00	850.00	20.00	1-Jan-20
Great Hall (by negotiation) fees start from	600.00	2.00	612.00	102.00	510.00	20.00	1-Jan-20 *
up to	1,000.00	2.00	1,020.00	170.00	850.00	20.00	1-Jan-20 *
Regency Rooms Daytime Events (by negotiation) fees start from	600.00	2.00	612.00	102.00	510.00	20.00	1-Jan-20 *
up to	1,000.00	2.00	1,020.00	170.00	850.00	20.00	1-Jan-20 *
Regency Rooms Evening Events (by negotiation) fees start from	600.00	2.00	612.00	102.00	510.00	20.00	1-Jan-20 *
up to	1,000.00	2.00	1,020.00	170.00	850.00	20.00	1-Jan-20 *
Lecture Theatre (by negotiation) fees start from	100.00	2.00	102.00	17.00	85.00	20.00	1-Jan-20

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up to	300.00	2.00	306.00	51.00	255.00	20.00	1-Jan-20	
Great Hall & both Regency Rooms (by negotiation) fees start from	500.00	2.00	510.00	85.00	425.00	20.00	1-Jan-20	*
up to	3,500.00	2.00	3,570.00	595.00	2,975.00	20.00	1-Jan-20	*
* 50% discount for Charities								
<u>Conferences & Meetings</u>								
Lecture Theatre Room Hire - fees start from	100.00	2.00	102.00	17.00	85.00	20.00	1-Jan-20	*
up to	300.00	2.00	306.00	51.00	255.00	20.00	1-Jan-20	*
Tea & Coffee per person per serving	1.00	2.00	1.00	0.17	0.83	20.00	1-Jan-20	
* 50% discount for Charities								
<u>Wedding Charges</u>								
Regency Rooms - ceremony only fees start from	350.00	2.00	357.00	59.50	297.50	20.00	1-Jan-20	
up to	1,500.00	2.00	1,530.00	255.00	1,275.00	20.00	1-Jan-20	
Great Hall & Regency Rooms ceremony & afternoon reception up to 7pm								
fees start from	500.00	2.00	510.00	85.00	425.00	20.00	1-Jan-20	
up to	3,500.00	2.00	3,570.00	595.00	2,975.00	20.00	1-Jan-20	
Photography - grounds/formal gardens	60.00	2.00	61.00	10.17	50.83	20.00	1-Jan-20	
Photography - grounds/formal gardens & inside	100.00	2.00	102.00	17.00	85.00	20.00	1-Jan-20	
<u>Entrance Fees</u>								
Adult - 12 month pass	5.00	2.00	5.10	0.85	4.25	20.00	1-Jan-20	*
50% reduction on wedding & event days due to rooms being closed								
* Free admission for children and students								
<u>THOMPSON PARK</u>								
Car Parking - Pay & Display								
Thompson Park - per day	2.00	2.00	2.00	0.33	1.67	20.00	1-Jan-20	

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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	-	1.00	0.17	0.83	20.00	n/a
1-2 hours		1.60	-	1.60	0.27	1.33	20.00	n/a
2-3 hours		2.10	-	2.10	0.35	1.75	20.00	n/a
3 Hours plus		5.60	-	5.60	0.93	4.67	20.00	n/a
Sundays & Bank Holidays		Free		Free				
Disabled pass holders - up to 3 hrs		Free		Free				

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

Victoria

0-1 hour	} Saturday only	1.00	-	1.00	0.17	0.83	20.00	n/a
1-2 hours		1.60	-	1.60	0.27	1.33	20.00	n/a
2-3 hours		2.10	-	2.10	0.35	1.75	20.00	n/a
3 Hours plus		5.60	-	5.60	0.93	4.67	20.00	n/a
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	-	1.00	0.17	0.83	20.00	n/a
1-2 hours		1.60	-	1.60	0.27	1.33	20.00	n/a
2-3 hours		2.10	-	2.10	0.35	1.75	20.00	n/a
3 Hours plus		3.80	-	3.80	0.63	3.17	20.00	n/a
Disabled pass holders - up to 3 hrs		Free		Free				

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

Long Stay Car Parks

Finsley Gate 2 / Centenary Way

Monday - Saturday per visit		3.80	-	3.80	0.63	3.17	20.00	n/a
Sundays & Bank Holidays		Free		Free				
Disabled pass holders - up to 3 hrs		Free		Free				

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

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Contracts

Finsley Gate 1, 2 & 3 / King St / Bank Parade / Pioneer 2 / Centenary Way

William Thompson / Royle Road

per quarter Monday to Friday (inclusive)

per quarter Monday to Saturday (inclusive)

185.70	-	185.70	30.95	154.75	20.00	n/a	
222.90	-	222.90	37.15	185.75	20.00	n/a	

Other Contracts Charges

Staff Car Parking Charges - Operational

Staff Car Parking Charges - Non-Operational

Part Time Employees / Members Car Parking Charges

297.90	-	297.90	49.65	248.25	20.00	n/a	
342.30	-	342.30	57.05	285.25	20.00	n/a	
pro rata		pro rata					

PEST CONTROL & WASTE

Pest Control *

Flea & Bed Bug Sprays

Wasps Nests

Commercial

53.70	2.00	54.80	9.13	45.67	20.00	1-Jan-20	
53.70	2.00	54.80	9.13	45.67	20.00	1-Jan-20	
60.00	2.00	61.20	10.20	51.00	20.00	1-Jan-20	

* Charges start from

Waste & Recycling Collection Containers

Replacement per residual waste and recycling wheeled bin

Residual waste and recycling wheeled bin at new build properties

Recycling Box & Lid

White Sacks

First green waste wheeled bin

Additional green waste wheeled bin

Provision of 1100L container for new build apartments/flats

Annual charge for Green Waste Collection

29.95	2.00	30.50	-	30.50	zero	1-Jan-20	
29.95	2.00	30.50	-	30.50	zero	1-Jan-20	
FOC		FOC					
FOC		FOC					
FOC		FOC					
29.95	2.00	30.50	-	30.50	zero	1-Jan-20	
407.20	2.00	415.30	69.22	346.08	20.00	1-Jan-20	
30.00	-	30.00	-	30.00	zero	1-Jan-20	

Bulky & White Goods (One collection covers one white good or up to four bulky items)

Charge per collection

13.50	2.00	13.80	-	13.80	zero	1-Jan-20	
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Back Yard Clearances

Back Yard Clearances

Fixed Penalty Notices

Littering

Dog Fouling

75.00	6.00	80.00	-	80.00	zero	1-Jan-20	
75.00	33.00	100.00	-	100.00	zero	1-Jan-20	

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Side Waste

75.00 - 75.00 - 75.00 zero n/a

Car Parking - Lower

50.00 2.00 51.00 - 51.00 zero 1-Jan-20 *

Car Parking - Higher

70.00 2.00 71.00 - 71.00 zero 1-Jan-20 *

* 50% discount if paid within 14 days

Default Works - Property repair works

Full Cost plus charge for staff time & administration

n/a

Officer time now accounted for instead

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Chargeable Commercial Waste*

Annual Contract

Container Costs	247.20	-	247.20	-	247.20	zero	n/a
General Waste Sack - Roll 25 Sacks	50.00	5.00	52.50	-	52.50	zero	1-Jan-20
240L bin - per bin lift	5.25	5.00	5.50	-	5.50	zero	1-Jan-20
360L bin - per bin lift	7.75	6.00	8.20	-	8.20	zero	1-Jan-20
660L bin - per bin lift	10.50	6.00	11.10	-	11.10	zero	1-Jan-20
1100L bin - per bin lift	16.50	6.00	17.50	-	17.50	zero	1-Jan-20
Recycling Annual Contract - Weekly Collections	240.00	-	240.00	-	240.00	zero	n/a

* Charges start from

CONTAMINATED LAND

Contaminated Land Report	195.75		no longer charged				
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STREET RENAMING & NUMBERING

Change of a house name / number	50.00	2.00	51.00	-	51.00	zero	1-Jan-20
Change of a building name	100.00	2.00	102.00	-	102.00	zero	1-Jan-20
Change of a street name	200.00	2.00	204.00	-	204.00	zero	1-Jan-20
- plus charge per property for a change of street name	20.00	2.00	20.00	-	20.00	zero	1-Jan-20

LICENSING

Other Licensing

Boarding New - 1 year (New 2018 Animal Welfare Regulation)	190.00	-	190.00	-	190.00	zero	n/a
2 year	254.00	-	254.00	-	254.00	zero	n/a
3 year	286.00	-	286.00	-	286.00	zero	n/a
Boarding Renew - 1 year (New 2018 Animal Welfare Regulation)	186.00	-	186.00	-	186.00	zero	n/a
2 year	251.00	-	251.00	-	251.00	zero	n/a
3 year	283.00	-	283.00	-	283.00	zero	n/a
Home Boarder New - 1 year (New 2018 Animal Welfare Regulation)	159.00	-	159.00	-	159.00	zero	n/a
2 year	215.00	-	215.00	-	215.00	zero	n/a
3 year	243.00	-	243.00	-	243.00	zero	n/a
Home Boarder Renew - 1 year (New 2018 Animal Welfare Regulation)	155.00	-	155.00	-	155.00	zero	n/a
2 year	211.00	-	211.00	-	211.00	zero	n/a
3 year	239.00	-	239.00	-	239.00	zero	n/a
Dog Creche New - 1 year (New 2018 Animal Welfare Regulation)	188.00	-	188.00	-	188.00	zero	n/a
2 year	252.00	-	252.00	-	252.00	zero	n/a
3 year	284.00	-	284.00	-	284.00	zero	n/a
Dog Creche Renew - 1 year (New 2018 Animal Welfare Regulation)	185.00	-	185.00	-	185.00	zero	n/a
2 year	249.00	-	249.00	-	249.00	zero	n/a
3 year	281.00	-	281.00	-	281.00	zero	n/a

	2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Dog Breeder New** - 1 year (New 2018 Animal Welfare Regulation)	148.00	-	148.00	-	148.00	zero	n/a	
2 year	205.00	-	205.00	-	205.00	zero	n/a	
3 year	233.00	-	233.00	-	233.00	zero	n/a	

	2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Dog Breeder Renew - 1 year (New 2018 Animal Welfare Regulation)	184.00	-	184.00	-	184.00	zero	n/a	
2 year	241.00	-	241.00	-	241.00	zero	n/a	
3 year	269.00	-	269.00	-	269.00	zero	n/a	
Pet Selling New - 1 year (New 2018 Animal Welfare Regulation)	179.00	-	179.00	-	179.00	zero	n/a	
2 year	240.00	-	240.00	-	240.00	zero	n/a	
3 year	271.00	-	271.00	-	271.00	zero	n/a	
Pet Selling Renew - 1 year (New 2018 Animal Welfare Regulation)	175.00	-	175.00	-	175.00	zero	n/a	
2 year	237.00	-	237.00	-	237.00	zero	n/a	
3 year	267.00	-	267.00	-	267.00	zero	n/a	
Hiring Horses New** - 1 year (New 2018 Animal Welfare Regulation)	98.00	-	98.00	-	98.00	zero	n/a	
2 year	167.00	-	167.00	-	167.00	zero	n/a	
3 year	201.00	-	201.00	-	201.00	zero	n/a	
Hiring Horses Renew** - 1 year (New 2018 Animal Welfare Regulation)	98.00	-	98.00	-	98.00	zero	n/a	
2 year	167.00	-	167.00	-	167.00	zero	n/a	
3 year	201.00	-	201.00	-	201.00	zero	n/a	
Train/exhibit animal - 3 year (New 2018 Animal Welfare Regulation)	154.00	-	154.00	-	154.00	zero	n/a	
Zoo** - 6 year	473.00	-	473.00	-	473.00	zero	n/a	
4 year	427.00	-	427.00	-	427.00	zero	n/a	
Dangerous Wild Animals** - 2 year (New 2018 Animal Welfare Regulation)	171.00	-	171.00	-	171.00	zero	n/a	
** plus vets inspection fee								
Skin Piercing/Cosmetic Treatment Establishment	139.30	2.00	142.10	-	142.10	zero	1-Jan-20	
Skin Piercers Personal Registration	45.90	2.00	46.80	-	46.80	zero	1-Jan-20	
Personal Registration - Special Cosmetic Treatments (once adopted)	45.90	2.00	46.80	-	46.80	zero	1-Jan-20	
Second hand goods dealer	76.45	2.00	78.00	-	78.00	zero	1-Jan-20	
Health Certificate	43.60	2.00	44.45	-	44.45	zero	1-Jan-20	
Request to show unclassified films	483.30	2.00	492.95	-	492.95	zero	1-Jan-20	
Sex Shop	2,245.50	2.00	2,290.40	-	2,290.40	zero	1-Jan-20	
New Sexual Entertainment Venue Licence	5,971.45	2.00	6,090.90	-	6,090.90	zero	1-Jan-20	
Renewal of a Sexual Entertainment Venue Licence	2,870.90	2.00	2,928.30	-	2,928.30	zero	1-Jan-20	
Transfer of a Sexual Entertainment Venue Licence	688.95	2.00	702.75	-	702.75	zero	1-Jan-20	
Variation of a Sexual Entertainment Venue Licence	459.35	2.00	468.55	-	468.55	zero	1-Jan-20	
Grant of Scrap Metal Dealers Site Licence (3 years)	349.80	2.00	356.80	-	356.80	zero	1-Jan-20	
Renewal of Scrap Metal Dealers Site Licence (3 years)	349.80	2.00	356.80	-	356.80	zero	1-Jan-20	
Variation of Scrap Metal Dealers Site Licence	153.00	2.00	156.05	-	156.05	zero	1-Jan-20	
New Scrap Metal Collectors Licence (3 years)	202.20	2.00	206.25	-	206.25	zero	1-Jan-20	
Renewal of Scrap Metal Collectors Licence (3years)	202.20	2.00	206.25	-	206.25	zero	1-Jan-20	
Variation of Scrap Metal Collectors Licence	153.00	2.00	156.05	-	156.05	zero	1-Jan-20	

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Street Trading Consents

12 Months		798.25	2.00	814.20	-	814.20	zero	1-Jan-20
6 Months		422.50	2.00	430.95		430.95	zero	1-Jan-20
3 Months		246.50	2.00	251.45		251.45	zero	1-Jan-20
1 Month		129.00	2.00	131.60		131.60	zero	1-Jan-20
Special Event Consents (permitting up to 6 days trading per calendar month)								
12 Months		221.00	2.00	225.40		225.40	zero	1-Jan-20
6 Months		146.00	2.00	148.90		148.90	zero	1-Jan-20
3 Months		108.00	2.00	110.15		110.15	zero	1-Jan-20
1 Month		83.00	2.00	84.65		84.65	zero	1-Jan-20

Taxi Licensing (Note: Test fee income is collected by testing station & is therefore not included in the tariff)

Fees for 2020 are to be considered by Licensing Committee at their meeting in November 2019

Private Hire Vehicle Licence		77.00	-	Set by Licensing Committee		exempt	n/a	
Hackney Carriage Licence		155.00	-	Set by Licensing Committee		exempt	n/a	
Annual Private Hire Driver Licence		64.00	-	Set by Licensing Committee		exempt	n/a	
3 Year Private Hire Driver Licence		144.00	-	Set by Licensing Committee		exempt	n/a	
Annual Hackney Carriage Driver Licence		140.00	-	Set by Licensing Committee		exempt	n/a	
3 Year Hackney Carriage Driver Licence		372.00	-	Set by Licensing Committee		exempt	n/a	
Dual Driver Licence Discount		45.00	-	Set by Licensing Committee		exempt	n/a	
New Driver - Additional Fee Knowledge Test		41.00	-	Set by Licensing Committee		exempt	n/a	
Annual PH Operator - single vehicle at private address		261.00	-	Set by Licensing Committee		exempt	n/a	
5 Year PH Operator - single vehicle at private address		1,250.00	-	Set by Licensing Committee		exempt	n/a	
Annual PH Operator		543.00	-	Set by Licensing Committee		exempt	n/a	
5 Year PH Operator		2,660.00	-	Set by Licensing Committee		exempt	n/a	
Replacement vehicle plate		20.80	2.00	21.20	-	21.20	exempt	1-Jan-20
Replacement Plate Platform		6.20	2.00	6.30	-	6.30	exempt	1-Jan-20
Window stickers		7.80	2.00	7.95	-	7.95	exempt	1-Jan-20
Hackney roundel/Private Hire Door Signs		8.80	2.00	9.00	-	9.00	exempt	1-Jan-20
Lanyard		4.40	2.00	4.50	-	4.50	exempt	1-Jan-20
Badge holder		3.20	2.00	3.25	-	3.25	exempt	1-Jan-20
Replacement badge		12.50	2.00	12.75	-	12.75	exempt	1-Jan-20
Plate buttons		2.20	2.00	2.25	-	2.25	exempt	1-Jan-20
Operator booking Registers		2.10	2.00	2.15	-	2.15	exempt	1-Jan-20
CRB admin fee		5.50	2.00	5.60	-	5.60	exempt	1-Jan-20
Insurance or 3rd part letters		18.20	2.00	18.55	-	18.55	exempt	1-Jan-20

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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	exempt	n/a
Replacement of lost/stolen licence	10.50	Statutory	10.50	-	10.50	exempt	n/a
Minor Variations	89.00	Statutory	89.00	-	89.00	exempt	n/a

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	exempt	n/a
Band A - less than £4,300	100.00	Statutory	100.00	-	100.00	exempt	n/a
Band B - £4,300 to £33,000	190.00	Statutory	190.00	-	190.00	exempt	n/a
Band C - £33,001 to £87,000	315.00	Statutory	315.00	-	315.00	exempt	n/a
Band D - £87,001 to £125,000	450.00	Statutory	450.00	-	450.00	exempt	n/a
Band E - Over £125,000	635.00	Statutory	635.00	-	635.00	exempt	n/a

Annual Fee

Rateable Value

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

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

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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	exempt	n/a
10,000 - 14,999	1,000.00	Statutory	1,000.00	-	1,000.00	exempt	n/a
15,000 - 19,999	2,000.00	Statutory	2,000.00	-	2,000.00	exempt	n/a
20,000 - 29,999	4,000.00	Statutory	4,000.00	-	4,000.00	exempt	n/a
30,000 - 39,999	8,000.00	Statutory	8,000.00	-	8,000.00	exempt	n/a
40,000 - 49,999	12,000.00	Statutory	12,000.00	-	12,000.00	exempt	n/a
50,000 - 59,999	16,000.00	Statutory	16,000.00	-	16,000.00	exempt	n/a
60,000 - 69,999	20,000.00	Statutory	20,000.00	-	20,000.00	exempt	n/a
70,000 - 79,999	24,000.00	Statutory	24,000.00	-	24,000.00	exempt	n/a
80,000 - 89,999	28,000.00	Statutory	28,000.00	-	28,000.00	exempt	n/a
Over 90,000	32,000.00	Statutory	32,000.00	-	32,000.00	exempt	n/a

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	exempt	n/a
Band E - over £125,000 : 3 x the Premises Licence	1,905.00	Statutory	1,905.00	-	1,905.00	exempt	n/a

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	exempt	n/a
Band E - over £125,000 : 3 x the Premises Licence	1,050.00	Statutory	1,050.00	-	1,050.00	exempt	n/a

Annual Fee

Rateable Value

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

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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	exempt	n/a
S.29 - Application for a provisional statement where premises being built	315.00	Statutory	315.00	-	315.00	exempt	n/a
S.33 - Notification of change of name or address	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.37 - Application to vary licence to specify individual as premises supervisor	23.00	Statutory	23.00	-	23.00	exempt	n/a
S.42 - Application for transfer of premises licence	23.00	Statutory	23.00	-	23.00	exempt	n/a
S.47 - Interim authority notice following death etc. of licence holder	23.00	Statutory	23.00	-	23.00	exempt	n/a
S.79 - Theft, loss etc. of certificate or summary	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.82 - Notification of change of name or alteration of rules of club	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.83(1) / (2) - Change of relevant registered address of club	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.100 - Temporary event notice	21.00	Statutory	21.00	-	21.00	exempt	n/a
S.100 - Late Temporary event notice	21.00	Statutory	21.00	-	21.00	exempt	n/a
S.110 - Theft, loss etc. of temporary event notice	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.117 - Application for a grant or renewal of personal licence (10 yrs)	37.00	Statutory	37.00	-	37.00	exempt	n/a
S.126 - Theft, loss etc. of personal licence	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.127 - Duty to notify change of name or address	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.178 - Right of freeholder etc. to be notified of licensing matters	21.00	Statutory	21.00	-	21.00	exempt	n/a

Rounded to nearest £1

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

Gambling Premises

Bingo Premises

New & Provisional Statement	2,587.00	2.00	2,639.00	-	2,639.00	exempt	1-Jan-20	
Annual Fee	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	949.00	2.00	968.00	-	968.00	exempt	1-Jan-20	
Variation	1,268.00	2.00	1,293.00	-	1,293.00	exempt	1-Jan-20	
Transfer	949.00	2.00	968.00	-	968.00	exempt	1-Jan-20	
Re-instatement	1,200.00	MAX	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX

	2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Betting Premises								
New & Provisional Statement	2,692.00	2.00	2,746.00	-	2,746.00	exempt	1-Jan-20	
Annual Fee	600.00	MAX	600.00	-	600.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	949.00	2.00	968.00	-	968.00	exempt	1-Jan-20	
Variation	1,268.00	2.00	1,293.00	-	1,293.00	exempt	1-Jan-20	
Transfer	949.00	2.00	968.00	-	968.00	exempt	1-Jan-20	
Re-instatement	1,200.00	MAX	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX
Betting Premises (Tracks)								
New & Provisional Statement	2,500.00	MAX	2,500.00	-	2,500.00	exempt	n/a	MAX
Annual Fee	964.00	2.00	983.00	-	983.00	exempt	1-Jan-20	
Licence for Provisional Statement Holder	949.00	0.06	950.00	-	950.00	exempt	n/a	MAX
Variation	1,250.00	MAX	1,250.00	-	1,250.00	exempt	n/a	MAX
Transfer	921.00	2.00	939.00	-	939.00	exempt	1-Jan-20	
Re-instatement	950.00	MAX	950.00	-	950.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX
Family Entertainment Centre								
New & Provisional Statement	2,000.00	MAX	2,000.00	-	2,000.00	exempt	n/a	MAX
Annual Fee	750.00	MAX	750.00	-	750.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	949.00	0.06	950.00	-	950.00	exempt	1-Jan-20	
Variation	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Transfer	949.00	0.06	950.00	-	950.00	exempt	1-Jan-20	
Re-instatement	950.00	MAX	950.00	-	950.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX

	2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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	exempt	n/a	MAX
Annual Fee	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	949.00	2.00	968.00	-	968.00	exempt	1-Jan-20	
Variation	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Transfer	949.00	2.00	968.00	-	968.00	exempt	1-Jan-20	
Re-instatement	1,200.00	MAX	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX
<u>Lotteries</u>								
Small Society Lottery Grant	40.00	Statutory	40.00	-	40.00	exempt	n/a	
Small Society Lottery Annual Fee	20.00	Statutory	20.00	-	20.00	exempt	n/a	
Gaming in Pubs and Clubs								
Licensed Premises Gaming Machine Notification	50.00	Statutory	50.00	-	50.00	exempt	n/a	
Licensed Premises Gaming Machine Permit (existing operator)	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Licensed Premises Gaming Machine Permit (in all other cases)	150.00	Statutory	150.00	-	150.00	exempt	n/a	
Licensed Premises Gaming Machine Permit Variation	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Licensed Premises Gaming Machine Permit Transfer	25.00	Statutory	25.00	-	25.00	exempt	n/a	
Licensed Premises Gaming Machine Permit Change of Name	25.00	Statutory	25.00	-	25.00	exempt	n/a	
Licensed Premises Gaming Machine Permit Copy of Permit	15.00	Statutory	15.00	-	15.00	exempt	n/a	
Club Gaming Machine Permit Grant	200.00	Statutory	200.00	-	200.00	exempt	n/a	
Club Gaming Machine Permit Grant (Existing Club Premises Cert. Holder)	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Club Gaming Machine Permit Grant (Club Prem. Cert. Holder with current Part 2 or 3 Licence)	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Club Gaming Machine Permit Existing Operator Grant	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Club Gaming Machine Permit Variation	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Club Gaming Machine Permit Renewal	200.00	Statutory	200.00	-	200.00	exempt	n/a	
Club Gaming Machine Permit Renewal (Club Premises Cert. Holder)	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Club Gaming Machine Permit Copy Permit	15.00	Statutory	15.00	-	15.00	exempt	n/a	
Club Gaming Permit Grant	200.00	Statutory	200.00	-	200.00	exempt	n/a	
Club Gaming Permit Grant (Club Prems. Cert. Holder with current Part 2 or 3 Licence)	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Club Gaming Permit Grant (Existing Operator)	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Club Gaming Permit Variation	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Club Gaming Permit Renewal	200.00	Statutory	200.00	-	200.00	exempt	n/a	
Club Gaming Permit Renewal (Club Premises Certificate Holder)	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Club Gaming Permit Copy Certificate	15.00	Statutory	15.00	-	15.00	exempt	n/a	
Annual fee for all Gaming Machine Permits	50.00	Statutory	50.00	-	50.00	exempt	n/a	

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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	zero	n/a
Additional fee for operating without a permit	1,188.00	Statutory	1,188.00	-	1,188.00	zero	n/a
PVRI, SWOBs and Dry Cleaners reduced fee activities	155.00	Statutory	155.00	-	155.00	zero	n/a
PVR I & II combined	257.00	Statutory	257.00	-	257.00	zero	n/a
Other reduced fee activities	362.00	Statutory	362.00	-	362.00	zero	n/a
Reduced fee activities: Additional fee for operating without a permit	71.00	Statutory	71.00	-	71.00	zero	n/a
Mobile screening & crushing plant for the 1st & 2nd applications	1,650.00	Statutory	1,650.00	-	1,650.00	zero	n/a
For the 3rd to 7th applications	985.00	Statutory	985.00	-	985.00	zero	n/a
For the 8th and subsequent applications	498.00	Statutory	498.00	-	498.00	zero	n/a

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 (+ £99 if permit for combined Part B & waste installation)	772.00	Statutory	772.00	-	772.00	zero	n/a
Standard process Medium (+ £149 if permit for combined Part B & waste installation)	1,161.00	Statutory	1,161.00	-	1,161.00	zero	n/a
Standard process High (+ £198 if permit for combined Part B & waste installation)	1,747.00	Statutory	1,747.00	-	1,747.00	zero	n/a
Reduced Fee activities - Low	79.00	Statutory	79.00	-	79.00	zero	n/a
Reduced Fee activities - Medium	158.00	Statutory	158.00	-	158.00	zero	n/a
Reduced Fee activities - High	237.00	Statutory	237.00	-	237.00	zero	n/a
PVR I & II combined - Low	113.00	Statutory	113.00	-	113.00	zero	n/a
PVR I & II combined - Medium	226.00	Statutory	226.00	-	226.00	zero	n/a
PVR I & II combined - High	341.00	Statutory	341.00	-	341.00	zero	n/a
Other reduced fee activities - Low	228.00	Statutory	228.00	-	228.00	zero	n/a
Other reduced fee activities - Medium	365.00	Statutory	365.00	-	365.00	zero	n/a
Other reduced fee activities - High	548.00	Statutory	548.00	-	548.00	zero	n/a
Mobile screening & crushing plant for 1st & 2nd permits - Low	626.00	Statutory	626.00	-	626.00	zero	n/a
Mobile screening & crushing plant for 1st & 2nd permits - Medium	1,034.00	Statutory	1,034.00	-	1,034.00	zero	n/a
Mobile screening & crushing plant for 1st & 2nd permits - High	1,551.00	Statutory	1,551.00	-	1,551.00	zero	n/a
For the 3rd to 7th permits - Low	385.00	Statutory	385.00	-	385.00	zero	n/a
For the 3rd to 7th permits - Medium	617.00	Statutory	617.00	-	617.00	zero	n/a
For the 3rd to 7th permits - High	924.00	Statutory	924.00	-	924.00	zero	n/a
For the 8th and subsequent permits - Low	198.00	Statutory	198.00	-	198.00	zero	n/a

	2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
For the 8th and subsequent permits - Medium	314.00	Statutory	314.00	-	314.00	zero	n/a	
For the 8th and subsequent permits - High	473.00	Statutory	473.00	-	473.00	zero	n/a	
Late payment fee	52.00	Statutory	52.00	-	52.00	zero	n/a	
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	zero	n/a	
Standard process partial transfer	476.00	Statutory	476.00	-	476.00	zero	n/a	
New operator at low risk reduced fee activity	75.00	Statutory	75.00	-	75.00	zero	n/a	
Surrender: all Part B activities	-	Statutory	-	-	-	zero	n/a	
Reduced fee activities: transfer	-	Statutory	-	-	-	zero	n/a	
Reduced fee activities: partial transfer	45.00	Statutory	45.00	-	45.00	zero	n/a	
Temporary transfer for mobiles								
First transfer	51.00	Statutory	51.00	-	51.00	zero	n/a	
Repeat following enforcement or warning	51.00	Statutory	51.00	-	51.00	zero	n/a	
Substantial Change								
Standard process	1,005.00	Statutory	1,005.00	-	1,005.00	zero	n/a	
Standard process where the substantial change results in a new PPC activity	1,579.00	Statutory	1,579.00	-	1,579.00	zero	n/a	
Reduced fee activities	98.00	Statutory	98.00	-	98.00	zero	n/a	

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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LAPPC mobile plant charges

Application Fee - 1 permit	1,650.00	Statutory	1,650.00	-	1,650.00	zero	n/a
Application Fee - 2 permits	1,650.00	Statutory	1,650.00	-	1,650.00	zero	n/a
Application Fee - 3 permits	985.00	Statutory	985.00	-	985.00	zero	n/a
Application Fee - 4 permits	985.00	Statutory	985.00	-	985.00	zero	n/a
Application Fee - 5 permits	985.00	Statutory	985.00	-	985.00	zero	n/a
Application Fee - 6 permits	985.00	Statutory	985.00	-	985.00	zero	n/a
Application Fee - 7 permits	985.00	Statutory	985.00	-	985.00	zero	n/a
Application Fee - 8 permits and over	498.00	Statutory	498.00	-	498.00	zero	n/a
Subsistence Fee - 1 permit - Low	626.00	Statutory	626.00	-	626.00	zero	n/a
Subsistence Fee - 2 permits - Low	626.00	Statutory	626.00	-	626.00	zero	n/a
Subsistence Fee - 3 permits - Low	385.00	Statutory	385.00	-	385.00	zero	n/a
Subsistence Fee - 4 permits - Low	385.00	Statutory	385.00	-	385.00	zero	n/a
Subsistence Fee - 5 permits - Low	385.00	Statutory	385.00	-	385.00	zero	n/a
Subsistence Fee - 6 permits - Low	385.00	Statutory	385.00	-	385.00	zero	n/a
Subsistence Fee - 7 permits - Low	385.00	Statutory	385.00	-	385.00	zero	n/a
Subsistence Fee - 8 permits and over - Low	198.00	Statutory	198.00	-	198.00	zero	n/a
Subsistence Fee - 1 permit - Med	1,034.00	Statutory	1,034.00	-	1,034.00	zero	n/a
Subsistence Fee - 2 permits - Med	1,034.00	Statutory	1,034.00	-	1,034.00	zero	n/a
Subsistence Fee - 3 permits - Med	617.00	Statutory	617.00	-	617.00	zero	n/a
Subsistence Fee - 4 permits - Med	617.00	Statutory	617.00	-	617.00	zero	n/a
Subsistence Fee - 5 permits - Med	617.00	Statutory	617.00	-	617.00	zero	n/a
Subsistence Fee - 6 permits - Med	617.00	Statutory	617.00	-	617.00	zero	n/a
Subsistence Fee - 7 permits - Med	617.00	Statutory	617.00	-	617.00	zero	n/a
Subsistence Fee - 8 permits and over - Med	314.00	Statutory	314.00	-	314.00	zero	n/a
Subsistence Fee - 1 permit - High	1,551.00	Statutory	1,551.00	-	1,551.00	zero	n/a
Subsistence Fee - 2 permits - High	1,551.00	Statutory	1,551.00	-	1,551.00	zero	n/a
Subsistence Fee - 3 permits - High	924.00	Statutory	924.00	-	924.00	zero	n/a
Subsistence Fee - 4 permits - High	924.00	Statutory	924.00	-	924.00	zero	n/a
Subsistence Fee - 5 permits - High	924.00	Statutory	924.00	-	924.00	zero	n/a
Subsistence Fee - 6 permits - High	924.00	Statutory	924.00	-	924.00	zero	n/a
Subsistence Fee - 7 permits - High	924.00	Statutory	924.00	-	924.00	zero	n/a
Subsistence Fee - 8 permits and over - High	473.00	Statutory	473.00	-	473.00	zero	n/a

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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	zero	n/a
Additional fee for operating without a permit	1,188.00	Statutory	1,188.00	-	1,188.00	zero	n/a
Annual Subsistence - Low	1,343.00	Statutory	1,343.00	-	1,343.00	zero	n/a
Annual Subsistence - Medium	1,507.00	Statutory	1,507.00	-	1,507.00	zero	n/a
Annual Subsistence - High	2,230.00	Statutory	2,230.00	-	2,230.00	zero	n/a
Late payment fee	52.00	Statutory	52.00	-	52.00	zero	n/a
Substantial variation	1,368.00	Statutory	1,368.00	-	1,368.00	zero	n/a
Transfer	235.00	Statutory	235.00	-	235.00	zero	n/a
Partial Transfer	698.00	Statutory	698.00	-	698.00	zero	n/a
Surrender	698.00	Statutory	698.00	-	698.00	zero	n/a

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	zero	n/a
Charge Band B - Where permit conditions contain numerical water discharge limits for BOD, COD(3) or ammonia	760.00	Statutory	760.00	-	760.00	zero	n/a
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	zero	n/a
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	zero	n/a

	2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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)	30.00	2.00	31.00	-	31.00	zero	1-Jan-20	
Risk Assessment Visit per hour (to max of £500)	30.00	2.00	31.00	-	31.00	zero	1-Jan-20	
Investigation Visit per hour (to max of £100)	30.00	2.00	31.00	-	31.00	zero	1-Jan-20	
Temporary Authorisation to Breach Standard (to max of £100)	30.00	2.00	31.00	-	31.00	zero	1-Jan-20	
Domestic Supply Sample (to max of £25)	24.00	2.00	24.00	-	24.00	zero	1-Jan-20	
Commercial Supply Monitoring Sample (to max of £100)	52.00	2.00	53.00	-	53.00	zero	1-Jan-20	
Commercial Supply Audit Sample (to max of £500)	Range from £45 to £500 depending on parameters sampled							
<u>Environmental Health</u>								
FHRS Re-rating Visit (on-line application)	108.20	2.00	110.35	-	110.35	zero	1-Jan-20	
FHRS Re-rating Visit (posting application)	115.55	2.00	117.85	-	117.85	zero	1-Jan-20	
Tattooist/Skin Piercing Rating Scheme Initial Visit & Training	105.05	2.00	107.15	-	107.15	zero	1-Jan-20	
Tattooist/Skin Piercing Rating Scheme Revisit	52.55	2.00	53.60	-	53.60	zero	1-Jan-20	
Tattooist/Skin Piercing Rating Scheme Annual Inspection	63.05	2.00	64.30	-	64.30	zero	1-Jan-20	
Pre Licence/Registration/Permit Advisory Visit	66.20	2.00	67.50	-	67.50	zero	1-Jan-20	
Data Protection Act Letters	18.90	2.00	19.30	-	19.30	zero	1-Jan-20	
Hourly rate for business advice/guidance	27.30	2.00	27.85	-	27.85	zero	1-Jan-20	

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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	1,011.20	2.00	1,031.40	171.90	859.50	20.00	1-Jan-20
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Immigration Act

Immigration Act Entry Clearance Inspection	74.10	2.00	75.60	12.60	63.00	20.00	1-Jan-20
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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	

Licensing

House in Multiple Occupation - fee covers 5 year period (up to max 10 rooms then additional charge of £21.00 per room)	463.00		new charging structure - see below				
House in Multiple Occupation - fee covers 5 year period - Accredited Landlord	336.00		new charging structure - see below				

Selective Licensing

Renewal Application Fee	664.00		new charging structure - see below				
Renewal Additional Property Fee	584.00		new charging structure - see below				
New Application Fee	750.00		new charging structure - see below				
New Additional Property Fee	670.00		new charging structure - see below				

HMO Licensing

Payment Upon Application	463.00	2.00	472.00	78.67	393.33	20.00	1-Jan-20
Deduct 30% for licence holder accredited by GLAS	324.00	2.00	330.00	55.00	275.00	20.00	1-Jan-20
Payment Upon Granting the Licence	336.00	2.00	343.00	57.17	285.83	20.00	1-Jan-20
Deduct 30% for licence holder accredited by GLAS	235.00	2.00	240.00	40.00	200.00	20.00	1-Jan-20

Selective Licensing OnLine

New Application Fee	370.00	Fixed	370.00	-	370.00	zero	n/a
Upon Application	345.00	Fixed	345.00	-	345.00	zero	n/a
Upon Granting the Licence	715.00	Fixed	715.00		715.00	zero	n/a
Total							
Renewal/Additional Property Fee	340.00	Fixed	340.00		340.00	zero	n/a
Upon Application	301.00	Fixed	301.00		301.00	zero	n/a
Upon Granting the Licence	641.00	Fixed	641.00		641.00	zero	n/a
Total							

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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

Upon Granting the Licence

Total

Renewal/Additional Property Fee

Upon Application

Upon Granting the Licence

Total

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.

405.00	Fixed	405.00		405.00	zero	n/a	
345.00	Fixed	345.00		345.00	zero	n/a	
750.00	Fixed	750.00		750.00	zero	n/a	
370.00	Fixed	370.00		370.00	zero	n/a	
300.00	Fixed	300.00		300.00	zero	n/a	
670.00	Fixed	670.00		670.00	zero	n/a	

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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	6.10	2.00	6.20	-	6.20	zero	1-Jan-20
A1	4.95	2.00	5.05	-	5.05	zero	1-Jan-20
A2	3.65	2.00	3.70	-	3.70	zero	1-Jan-20

Plotter Copies - Colour

A0	9.80	2.00	10.00	-	10.00	zero	1-Jan-20
A1	7.40	2.00	7.55	-	7.55	zero	1-Jan-20
A2	6.10	2.00	6.20	-	6.20	zero	1-Jan-20
A3 & A4	1.40	2.00	1.45	-	1.45	zero	1-Jan-20

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

Approval Notices & Habitation Certificates (per sheet)	0.10	2.00	0.10	-	0.10	zero	1-Jan-20
Scanned copy of Decision Notice/S106	7.20	2.00	7.35	-	7.35	zero	1-Jan-20

rounded to nearest £1

Location Plans supplied under Ordnance Survey, Planning & Building Control Scheme (per set)	38.00	2.00	39.00	-	39.00	zero	1-Jan-20
Proposals Maps (set of 4)	22.00						
Retail & Leisure Study 2005	198.00						

rounded to nearest £1

Former Local Plan

Burnley Local Plan Second Review	52.00	2.00	53.00	-	53.00	zero	1-Jan-20
Set of Proposals Maps (4)	21.00	2.00	21.00	-	21.00	zero	1-Jan-20

New Policy Documents (including drafts)

Local Development Scheme	5.00	2.00	5.00	-	5.00	zero	1-Jan-20
Annual Monitoring Report	20.00	2.00	20.00	-	20.00	zero	1-Jan-20
SCI	FOC		FOC		FOC		
Burnley's Local Plan 2018 (all versions) (price each)	30.00	2.00	31.00	-	31.00	zero	1-Jan-20
Set of Policies Maps (2)	20.00	2.00	20.00	-	20.00	zero	1-Jan-20
Supplementary Planning Documents - SPDs & SPGs (price each)	10.00	2.00	10.00	-	10.00	zero	1-Jan-20
Sustainability Appraisal (all versions) (price each)	71.00	2.00	72.00	-	72.00	zero	1-Jan-20
Habitats Regulations Assessments (price each)	10.00	2.00	10.00	-	10.00	zero	1-Jan-20
Sustainability Appraisal Scoping Report	20.00	2.00	20.00	-	20.00	zero	1-Jan-20

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Associated Documents

Retail & Leisure Study 2005 (price each)	195.00	2.00	199.00	-	199.00	zero	1-Jan-20
Retail Office & Leisure Study 2013	51.00	2.00	52.00	-	52.00	zero	1-Jan-20
Burnley Employment Land Study Demand Update 2014	20.00	2.00	20.00	-	20.00	zero	1-Jan-20
Strategic Flood Risk (Level 1)	102.00	2.00	104.00	-	104.00	zero	1-Jan-20
Burnley & Pendle Council's Housing Needs Study & SHMA 2013	51.00	2.00	52.00	-	52.00	zero	1-Jan-20
Burnley & Pendle GTAA 2012	10.00	2.00	10.00	-	10.00	zero	1-Jan-20
Burnley SHLAA - Report Only	30.00	2.00	31.00	-	31.00	zero	1-Jan-20
Burnley SHLAA - Including Maps	51.00	2.00	52.00	-	52.00	zero	1-Jan-20

Other

All Other Related Documents:

Black & White - Price per side - A4	0.10	2.00	0.10	-	0.10	zero	1-Jan-20
Black & White - Price per side - A3	0.20	2.00	0.20	-	0.20	zero	1-Jan-20
Colour - Price per side - A4	0.20	2.00	0.20	-	0.20	zero	1-Jan-20
Colour - Price per side - A3	0.50	2.00	0.50	-	0.50	zero	1-Jan-20
Planning History Search (up to 2 entries)	10.00	2.00	10.00	-	10.00	zero	1-Jan-20
Planning History Search (up to 4 entries)	21.00	2.00	21.00	-	21.00	zero	1-Jan-20
Planning History Search (5 to 9 entries)	32.00	2.00	33.00	-	33.00	zero	1-Jan-20
Planning History Search (10 plus entries)	43.00	2.00	44.00	-	44.00	zero	1-Jan-20

Pre-Planning Application Fees

Significant Major Development Proposal	695.00	2.00	709.00	118.17	590.83	20.00	1-Jan-20
Further Meeting to above (or an hourly rate agreed in advance)	278.00	2.00	284.00	47.33	236.67	20.00	1-Jan-20
Major Development Proposal	417.00	2.00	425.00	70.83	354.17	20.00	1-Jan-20
Further Meeting to above (or an hourly rate agreed in advance)	139.00	2.00	142.00	23.67	118.33	20.00	1-Jan-20
Minor Development Proposal	139.00	2.00	142.00	23.67	118.33	20.00	1-Jan-20
Further Meeting to above (or an hourly rate agreed in advance)	69.00	2.00	70.00	11.67	58.33	20.00	1-Jan-20
Householder Development Proposal (written advice only)	47.00	2.00	48.00	8.00	40.00	20.00	1-Jan-20
Householder Development Proposal (with site visit)	68.00	2.00	69.00	11.50	57.50	20.00	1-Jan-20
Other Development (adverts, trees, LBC, priors) Proposals (written advice)	70.00	2.00	71.00	11.83	59.17	20.00	1-Jan-20
Other Development (adverts, trees, LBC, priors) Proposals (with site visit)	92.00	2.00	94.00	15.67	78.33	20.00	1-Jan-20

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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PLANNING APPLICATION FEES

ALL OUTLINE APPLICATIONS

per 0.1 hectare for sites up to and including 2.5 hectares
for sites more than 2.5 hectares
In addition, for each 0.1 hectare in excess of 2.5 hectares
subject to maximum total of £125,000

462.00	external	462.00	-	462.00	zero	1-Jan-20	
11,432.00	external	11,432.00	-	11,432.00	zero	1-Jan-20	
138.00	external	138.00	-	138.00	zero	1-Jan-20	

HOUSEHOLDER APPLICATIONS

Alterations/extensions to a single dwelling including works within boundary

206.00	external	206.00	-	206.00	zero	1-Jan-20	
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FULL APPLICATIONS (and First Submissions of Reserved Matters)

Dwellings

Alterations/extensions to two or more dwellings including works within boundaries
New dwellings (up to and including 50), per dwelling
New dwellings (more than 50)
In addition, for each dwelling house in excess of 50
subject to a maximum in total of £250,000

407.00	external	407.00	-	407.00	zero	1-Jan-20	
462.00	external	462.00	-	462.00	zero	1-Jan-20	
22,859.00	external	22,859.00	-	22,859.00	zero	1-Jan-20	
138.00	external	138.00	-	138.00	zero	1-Jan-20	

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 40m²
More than 40m² but no more than 75m²
More than 75m² but no more than 3750m², cost per each 75m² or part thereof
More than 3750m²
in addition, for each 75m² in excess of 3750m²
subject to a maximum in total of £300,000

234.00	external	234.00	-	234.00	zero	1-Jan-20	
462.00	external	462.00	-	462.00	zero	1-Jan-20	
462.00	external	462.00	-	462.00	zero	1-Jan-20	
22,859.00	external	22,859.00	-	22,859.00	zero	1-Jan-20	
138.00	external	138.00	-	138.00	zero	1-Jan-20	

Erection of Buildings (on land used for agriculture purposes)

Gross floor space to be created by the development:

Not more than 465m²
More than 465m² but not more than 540m²
More than 540m² but not more than 4215m², cost for first 540m²
In addition, for each 75m² or part thereof in excess of 540m²
More than 4215m²
In addition, for each 75m² in excess of 4215m²
subject to maximum total of £300,000

96.00	external	96.00	-	96.00	zero	1-Jan-20	
462.00	external	462.00	-	462.00	zero	1-Jan-20	
462.00	external	462.00	-	462.00	zero	1-Jan-20	
462.00	external	462.00	-	462.00	zero	1-Jan-20	
22,859.00	external	22,859.00	-	22,859.00	zero	1-Jan-20	
138.00	external	138.00	-	138.00	zero	1-Jan-20	

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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

More than 465m²

96.00	external	96.00	-	96.00	zero	1-Jan-20	
2,580.00	external	2,580.00	-	2,580.00	zero	1-Jan-20	

Erection, Alteration or Replacement of Plant and Machinery

Site Area:

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

More than 5 hectares

In addition, for each 0.1 hectare (or part thereof) in excess of 5 hectares
subject to a maximum in total of £250,000

462.00	external	462.00	-	462.00	zero	1-Jan-20	
22,859.00	external	22,859.00	-	22,859.00	zero	1-Jan-20	
138.00	external	138.00	-	138.00	zero	1-Jan-20	

APPLICATIONS OTHER THAN BUILDING WORKS

Car Parks, Service Roads or Other Accesses

For existing uses

234.00	external	234.00	-	234.00	zero	1-Jan-20	
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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)

More than 15 hectares

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

234.00	external	234.00	-	234.00	zero	1-Jan-20	
34,934.00	external	34,934.00	-	34,934.00	zero	1-Jan-20	
138.00	external	138.00	-	138.00	zero	1-Jan-20	

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)

More than 7.5 hectares

In addition, for each 0.1 hectare (or part thereof) in excess of 7.5 hectares
subject to a maximum in total of £300,000

508.00	external	508.00	-	508.00	zero	1-Jan-20	
38,070.00	external	38,070.00	-	38,070.00	zero	1-Jan-20	
151.00	external	151.00	-	151.00	zero	1-Jan-20	

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)

More than 15 hectares

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

257.00	external	257.00	-	257.00	zero	1-Jan-20	
38,520.00	external	38,520.00	-	38,520.00	zero	1-Jan-20	
151.00	external	151.00	-	151.00	zero	1-Jan-20	

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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	-	234.00	zero	1-Jan-20	
34,934.00	external	34,934.00	-	34,934.00	zero	1-Jan-20	
138.00	external	138.00	-	138.00	zero	1-Jan-20	

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	-	234.00	zero	1-Jan-20	
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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	-	234.00	zero	1-Jan-20	
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 professional services, restaurants & cafes, business, storage or distribution, hotels or assembly or leisure

Proposed 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 operations

Proposed change of use of agriculture building to a dwellinghouse (use class C3) and associated building operations

Proposed 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 operations

Proposed 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 operations

Notification 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)

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	-	96.00	zero	1-Jan-20	
462.00	external	462.00	-	462.00	zero	1-Jan-20	
96.00	external	96.00	-	96.00	zero	1-Jan-20	
96.00	external	96.00	-	96.00	zero	1-Jan-20	
96.00	external	96.00	-	96.00	zero	1-Jan-20	
206.00	external	206.00	-	206.00	zero	1-Jan-20	
96.00	external	96.00	-	96.00	zero	1-Jan-20	
96.00	external	96.00	-	96.00	zero	1-Jan-20	
96.00	external	96.00	-	96.00	zero	1-Jan-20	
96.00	external	96.00	-	96.00	zero	1-Jan-20	
96.00	external	96.00	-	96.00	zero	1-Jan-20	

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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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	-	206.00	zero	1-Jan-20	
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2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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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 - 96.00 zero 1-Jan-20

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 - 206.00 zero 1-Jan-20

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 1-Jan-20

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 1-Jan-20

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 1-Jan-20

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 1-Jan-20

RESERVED MATTERS

Application for approval of reserved matters following outline approval - amount due if full fee not already paid

462.00 external 462.00 - 462.00 zero 1-Jan-20

APPROVAL/VARIATION/DISCHARGE OF CONDITION

Application for removal of variation of a condition following grant of planning permission
Request for confirmation that one or more planning conditions have been complied with:

234.00 external 234.00 - 234.00 zero 1-Jan-20

Per request per Householder

34.00 external 34.00 - 34.00 zero 1-Jan-20

Per request otherwise

116.00 external 116.00 - 116.00 zero 1-Jan-20

CHANGE OF USE

Change of use of a building to use as one or more separate dwelling houses

Per dwelling up to 50 dwellings

462.00 external 462.00 - 462.00 zero 1-Jan-20

More than 50 dwellings

22,859.00 external 22,859.00 - 22,859.00 zero 1-Jan-20

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

138.00 external 138.00 - 138.00 zero 1-Jan-20

subject to a maximum in total of £300,000

Other changes of use

Building or land

462.00 external 462.00 - 462.00 zero 1-Jan-20

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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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

132.00	external	132.00	-	132.00	zero	1-Jan-20	
132.00	external	132.00	-	132.00	zero	1-Jan-20	
462.00	external	462.00	-	462.00	zero	1-Jan-20	

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

Application in respect of:
 Householder development
 Other development

34.00	external	34.00	-	34.00	zero	1-Jan-20	
234.00	external	234.00	-	234.00	zero	1-Jan-20	

BUILDING REGULATION FEES

TABLE A - STANDARD CHARGES FOR NEW HOUSES

Charges are now set by Pennine Lancashire Building Control Service and the income retained by the partnership

These fees to be ratified in November 2019 and are rounded up to the nearest whole pound

Plan Charge

No. of dwellings:

1	238.00	-	238.00	39.67	198.33	20.00	n/a
2	326.00	-	326.00	54.33	271.67	20.00	n/a
3	429.00	-	429.00	71.50	357.50	20.00	n/a
4	531.00	-	531.00	88.50	442.50	20.00	n/a
5	642.00	-	642.00	107.00	535.00	20.00	n/a

Inspection Charge

No. of dwellings:

1	628.00	-	628.00	104.67	523.33	20.00	n/a
2	868.00	-	868.00	144.67	723.33	20.00	n/a
3	1,103.00	-	1,103.00	183.83	919.17	20.00	n/a
4	1,273.00	-	1,273.00	212.17	1,060.83	20.00	n/a
5	1,409.00	-	1,409.00	234.83	1,174.17	20.00	n/a

Building Notice Charge

No. of dwellings:

1	1,038.00	-	1,038.00	173.00	865.00	20.00	n/a
2	1,430.00	-	1,430.00	238.33	1,191.67	20.00	n/a
3	1,834.00	-	1,834.00	305.67	1,528.33	20.00	n/a
4	2,163.00	-	2,163.00	360.50	1,802.50	20.00	n/a
5	2,459.00	-	2,459.00	409.83	2,049.17	20.00	n/a

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Note

1. For 5 or more dwellings or if the floor area of a dwelling exceeds 300m² or flats over 3 storeys, the individually determined.
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 based upon a basic inspection charge per dwelling of £197.00 including Vat (account will be given to repetitive work and a discount may be applied).
3. The amount of the plan charge is based on the number of dwellings contained in the application.
4. The inspection charge is based on the total units in the project.
5. Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
6. 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.

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	410.00	-	410.00	68.33	341.67	20.00	n/a
Internal floor area over 6m ² but not exceeding 40m ²	181.00	-	181.00	30.17	150.83	20.00	n/a
Internal floor area over 40m ² but not exceeding 60m ²	181.00	-	181.00	30.17	150.83	20.00	n/a
Internal floor area over 60m ² but not exceeding 80m ²	181.00	-	181.00	30.17	150.83	20.00	n/a

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	359.00	-	359.00	59.83	299.17	20.00	n/a
Internal floor area over 40m ² but not exceeding 60m ²	524.00	-	524.00	87.33	436.67	20.00	n/a
Internal floor area over 60m ² but not exceeding 80m ²	738.00	-	738.00	123.00	615.00	20.00	n/a

Building Notice Charge

Extension(s) - Internal floor area not exceeding 6m ²	492.00	-	492.00	82.00	410.00	20.00	n/a
Internal floor area over 6m ² but not exceeding 40m ²	646.00	-	646.00	107.67	538.33	20.00	n/a
Internal floor area over 40m ² but not exceeding 60m ²	844.00	-	844.00	140.67	703.33	20.00	n/a
Internal floor area over 60m ² but not exceeding 80m ²	1,101.00	-	1,101.00	183.50	917.50	20.00	n/a

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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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	288.00	-	288.00	48.00	240.00	20.00	n/a
Inspection Charge	Included in Plan Charge						
Building Notice Charge	346.00	-	346.00	57.67	288.33	20.00	n/a

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

Plan Charge	410.00	-	410.00	68.33	341.67	20.00	n/a
Inspection Charge	Included in Plan Charge						
Building Notice Charge	492.00	-	492.00	82.00	410.00	20.00	n/a

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	280.00	-	280.00	46.67	233.33	20.00	n/a
Inspection Charge	Included in Plan Charge						
Building Notice Charge	336.00	-	336.00	56.00	280.00	20.00	n/a

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	410.00	-	410.00	68.33	341.67	20.00	n/a
Inspection Charge	Included in Plan Charge						
Building Notice Charge	492.00	-	492.00	82.00	410.00	20.00	n/a

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

Plan Charge	181.00	-	181.00	30.17	150.83	20.00	n/a
Inspection Charge	359.00	-	359.00	59.83	299.17	20.00	n/a
Building Notice Charge	646.00	-	646.00	107.67	538.33	20.00	n/a

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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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.

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	111.00	8.00%	120.00	20.00	100.00	20.00	1-Jan-20
Inspection Charge	Included in Plan Charge						
Building Notice Charge	111.00	8.00%	120.00	20.00	100.00	20.00	1-Jan-20

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	210.00	-	210.00	35.00	175.00	20.00	n/a
Inspection Charge	Included in Plan Charge						
Building Notice Charge	210.00	-	210.00	35.00	175.00	20.00	n/a

CATEGORY 3 - Renovation of a Single Thermal Element

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

Plan Charge	137.00	9.00%	150.00	25.00	125.00	20.00	1-Jan-20
Inspection Charge	Included in Plan Charge						
Building Notice Charge	137.00	9.00%	150.00	25.00	125.00	20.00	1-Jan-20

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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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	280.00	-	280.00	46.67	233.33	20.00	n/a
Inspection Charge	Included in Plan Charge						
Building Notice Charge	280.00	-	280.00	46.67	233.33	20.00	n/a

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

Plan Charge	235.00	-	235.00	39.17	195.83	20.00	n/a
Inspection Charge	Included in Plan Charge						
Building Notice Charge	235.00	-	235.00	39.17	195.83	20.00	n/a

CATEGORY 6 - Removal of wall and insertion of 1 or 2 steel beams up to a maximum span of 4 metres

Plan Charge	235.00	-	235.00	39.17	195.83	20.00	n/a
Inspection Charge	Included in Plan Charge						
Building Notice Charge	235.00	-	235.00	39.17	195.83	20.00	n/a

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 50% 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	410.00	-	410.00	68.33	341.67	20.00	n/a
Inspection Charge	Included in Plan Charge						
Building Notice Charge	Not applicable						

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

Plan Charge	181.00	-	181.00	30.17	150.83	20.00	n/a
Inspection Charge	359.00	-	359.00	59.83	299.17	20.00	n/a
Building Notice Charge	Not applicable						

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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CATEGORY 3 - Internal floor area over 40m² but not exceeding 80m²

Plan Charge		181.00	-	181.00	30.17	150.83	20.00	n/a
Inspection Charge		524.00	-	524.00	87.33	436.67	20.00	n/a
Building Notice Charge		Not applicable						

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

Plan Charge		217.00	-	217.00	36.17	180.83	20.00	n/a
Inspection Charge		Included in Plan Charge						
Building Notice Charge		Not applicable						

CATEGORY 5 - Replacement of non-domestic windows*, not exceeding 20

Plan Charge		150.00	-	150.00	25.00	125.00	20.00	n/a
Inspection Charge		Included in Plan Charge						
Building Notice 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		235.00	-	235.00	39.17	195.83	20.00	n/a
£2,001 - £5,000		280.00	-	280.00	46.67	233.33	20.00	n/a
£5,001 - £7,000		301.00	-	301.00	50.17	250.83	20.00	n/a
£7,001 - £10,000		318.00	-	318.00	53.00	265.00	20.00	n/a
£10,001 - £20,000		102.00	-	102.00	17.00	85.00	20.00	n/a
£20,001 - £30,000		121.00	-	121.00	20.17	100.83	20.00	n/a
£30,001 - £40,000		153.00	-	153.00	25.50	127.50	20.00	n/a
£40,001 - £50,000		192.00	-	192.00	32.00	160.00	20.00	n/a
£50,001 - £75,000		235.00	-	235.00	39.17	195.83	20.00	n/a
£75,001 - £100,000*		301.00	-	301.00	50.17	250.83	20.00	n/a

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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

318.00	-	318.00	53.00	265.00	20.00	n/a
423.00	-	423.00	70.50	352.50	20.00	n/a
494.00	-	494.00	82.33	411.67	20.00	n/a
572.00	-	572.00	95.33	476.67	20.00	n/a
704.00	-	704.00	117.33	586.67	20.00	n/a
899.00	-	899.00	149.83	749.17	20.00	n/a

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*

281.00	-	281.00	46.83	234.17	20.00	n/a
336.00	-	336.00	56.00	280.00	20.00	n/a
360.00	-	360.00	60.00	300.00	20.00	n/a
382.00	-	382.00	63.67	318.33	20.00	n/a
504.00	-	504.00	84.00	420.00	20.00	n/a
651.00	-	651.00	108.50	542.50	20.00	n/a
774.00	-	774.00	129.00	645.00	20.00	n/a
913.00	-	913.00	152.17	760.83	20.00	n/a
1,124.00	-	1,124.00	187.33	936.67	20.00	n/a
1,438.00	-	1,438.00	239.67	1,198.33	20.00	n/a

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

198.00	-	198.00	-	198.00	zero	n/a
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2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 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

28.00	-	28.00	4.67	23.33	20.00	n/a	
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CATEGORY 2 - Copy Decision Notices

28.00	-	28.00	4.67	23.33	20.00	n/a	
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CATEGORY 3 - Re-opening of Archived applications that have been dormant for 2 years or more

Charge per hour subject to a minimum charge of £77.00

80.00	-	80.00	13.33	66.67	20.00	n/a	
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CATEGORY 4 - Withdrawal of an application and any associated changes

Charge per hour subject to a minimum charge of £77.00

80.00	-	80.00	13.33	66.67	20.00	n/a	
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CATEGORY 5 - Building Regulations Confirmation letter

Charge per hour subject to a minimum charge of £77.00

80.00	-	80.00	13.33	66.67	20.00	n/a	
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CATEGORY 6 - Supply of non-standard data and information, including responding to Solicitor enquiries

Charge per hour subject to a minimum charge of £77.00

80.00	-	80.00	13.33	66.67	20.00	n/a	
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2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Note

1. 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.
2. 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.
3. 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.
4. 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 50%, subject to a maximum estimated cost of £310,000.
5. 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 50% discount can be applied.
6. 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.
7. For a **"Reversion"** application fees are individually determined. Please contact your local Pennine Lancashire Building Control Office for further details.
8. 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.
9. For current and active Local Authority Building Control Partnership customer fees will be individually determined.

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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RESOURCES

REVENUES & BENEFITS

LOCAL TAXATION

Council Tax Summons	75.00	2.00	77.00	-	77.00	zero	1-Jan-20
Council Tax Liability Order	20.00	2.00	20.00	-	20.00	zero	1-Jan-20
NNDR Summons	105.00	2.00	107.00	-	107.00	zero	1-Jan-20
NNDR Liability Order	20.00	2.00	20.00	-	20.00	zero	1-Jan-20

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	270.00	2.00	275.00	-	275.00	see note 1	1-Jan-20
Sale of any other land	555.00	2.00	565.00	-	565.00	see note 1	1-Jan-20
Small Scale Building Licence	555.00	2.00	565.00	-	565.00	see note 1	1-Jan-20
Building Licence	1,295.00	2.00	1,320.00	-	1,320.00	see note 1	1-Jan-20
Sealing of documents	65.00	2.00	65.00	-	65.00	see note 1	1-Jan-20

Landlord & Tenant

Contracted out' short term lease/licences	555.00	2.00	565.00	-	565.00	see note 1	1-Jan-20
Longer term business lease	920.00	2.00	940.00	-	940.00	see note 1	1-Jan-20
Underlease - Brunshaw / Anglesey	465.00	2.00	475.00	-	475.00	see note 1	1-Jan-20
Licence to Assign	380.00	2.00	390.00	-	390.00	see note 1	1-Jan-20
Licence for Alterations	380.00	2.00	390.00	-	390.00	see note 1	1-Jan-20
Licence for Change of Use	380.00	2.00	390.00	-	390.00	see note 1	1-Jan-20
Licence to Assign (combined with licence for alterations / change of use)	640.00	2.00	655.00	-	655.00	see note 1	1-Jan-20
Licence to Underlet	640.00	2.00	655.00	-	655.00	see note 1	1-Jan-20
Licence to Underlet (combined with licence for alterations / change of use)	920.00	2.00	940.00	-	940.00	see note 1	1-Jan-20
Surrenders	380.00	2.00	390.00	-	390.00	see note 1	1-Jan-20
Letter of consent to assign (long leaseholds at nominal rent)	68.00-165.00	2.00	70.00-170.00	-	68.00-165.00	see note 1	1-Jan-20
Registration of Assignment or Underlease	65.00	2.00	65.00	-	65.00	see note 1	1-Jan-20
Grant of Easements or Rights	380.00	2.00	390.00	-	390.00	see note 1	1-Jan-20
Deed of Variation	380.00	2.00	390.00	-	390.00	see note 1	1-Jan-20

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST JANUARY 2020

Appendix A

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Planning

Section 106 Agreements (minimum charge) 540.00 2.00 550.00 - 550.00 outside scope 1-Jan-20

Mortgages

Vacating Receipts 169.00
 Notice of Charge 84.50
 Mortgage Questionnaire 143.90

Miscellaneous

Copy Documents - per A4 sheet (minimum £10) 0.45 2.00 0.45 - 0.45 see note 1 1-Jan-20

Land Charges

Note: CON29 elements of Land Charges are now vatable at the standard rate

LLC1	19.00	-	19.00	-	19.00	zero	n/a
CON29R	141.00	-	141.00	23.50	117.50	standard	n/a
Local Search (LLC1 + CON29R)	160.00	-	160.00	23.50	136.50	mixed	n/a
Each Additional Parcel of Land	25.00	-	25.00	4.17	20.83	standard	n/a
Each Optional CON29O Enquiry (Q 5 - 20)	5.00	-	5.00	0.83	4.17	standard	n/a
Each Optional CON29O Enquiry (Q4 Q21 & Q22)	35.00	-	35.00	5.83	29.17	standard	n/a
Each Additional Enquiry	31.00	-	31.00	5.17	25.83	standard	n/a
Personal Search	FOC	statutory	FOC		FOC		

ROOM HIRE

Burnley Town Hall - Room Hire

Meetings

Mornings - 8am to 1pm 88.70 2.00 90.45 - 90.45 zero 1-Jan-20
 Afternoon - 1pm to 6pm 88.70 2.00 90.45 - 90.45 zero 1-Jan-20
 Evening - 6pm to 10pm 88.70 2.00 90.45 - 90.45 zero 1-Jan-20

Others

Mornings - 8am to 1pm 88.70 2.00 90.45 - 90.45 zero 1-Jan-20
 Afternoon - 1pm to 6pm 88.70 2.00 90.45 - 90.45 zero 1-Jan-20
 Evening - 6pm to 10pm 88.70 2.00 90.45 - 90.45 zero 1-Jan-20

Parker Lane - Room Hire

Mornings - 8am to 1pm 88.70 2.00 90.45 - 90.45 zero 1-Jan-20
 Afternoon - 1pm to 6pm 88.70 2.00 90.45 - 90.45 zero 1-Jan-20
 Evening - 6pm to 10pm 88.70 2.00 90.45 - 90.45 zero 1-Jan-20

2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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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	107.60	2.00	109.75	18.29	91.46	20.00	1-Jan-20
Concession for registered disabled	12.00	2.00	12.25	2.04	10.21	20.00	1-Jan-20

GARDEN PLOTS

Per square yard, per annum	0.7687	2.00	0.7841	-	0.7841	zero	1-Jan-20
Per square metre, per annum	0.9194	2.00	0.9378	-	0.9378	zero	1-Jan-20
Allotments per square yard, per annum	0.1756	2.00	0.1791	-	0.1791	zero	1-Jan-20
Allotments per square metre, per annum	0.2101	2.00	0.2143	-	0.21	zero	1-Jan-20
Admin fee for setting up of new tenancy agreements	50.40	2.00	51.40	8.57	42.83	20.00	1-Jan-20

Note : The rents of garage sites & garden plots are only being increased every 3 years due to the administrative cost of writing to inform tenants. The last review was undertaken during 2016/17 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	232.10	2.00	236.75	-	236.75	see note 1	1-Jan-20
Sale of any other land (minimum charge or 1% of sale price whichever is higher)	385.20	2.00	392.90	-	392.90	see note 1	1-Jan-20
Building Licence (minimum charge but depending on size/complexity)	770.45	2.00	785.85	-	785.85	see note 1	1-Jan-20
Freehold Reversion	232.10	2.00	236.75	-	236.75	see note 1	1-Jan-20

Landlord & Tenant

Contracted out' short term lease	269.85	2.00	275.25	-	275.25	see note 1	1-Jan-20
Longer term business lease	385.20	2.00	392.90	-	392.90	see note 1	1-Jan-20
Grant of Garden Tenancy	42.65	2.00	43.50	-	43.50	see note 1	1-Jan-20

	2019/20 Gross Fees £	% inc 2%	2020/21 Gross Fees £	Vat included in fee	2020/21 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Service of Notices on Garden Tenancies	36.35	2.00	37.10	-	37.10	see note 1	1-Jan-20	
Underlease - Brunshaw / Anglesey	269.85	2.00	275.25	-	275.25	see note 1	1-Jan-20	
Renewal Lease	269.85	2.00	275.25	-	275.25	see note 1	1-Jan-20	
Licence to Assign	256.00	2.00	261.10	-	261.10	see note 1	1-Jan-20	
Licence for Alterations	307.45	2.00	313.60	-	313.60	see note 1	1-Jan-20	
Licence for Change of Use	269.85	2.00	275.25	-	275.25	see note 1	1-Jan-20	
Licence to Assign (combined with licence for alterations/change of use)	385.20	2.00	392.90	-	392.90	see note 1	1-Jan-20	
Licence to Underlet	307.45	2.00	313.60	-	313.60	see note 1	1-Jan-20	
Licence to Underlet (combined with licence for alterations/change of use)	385.20	2.00	392.90	-	392.90	see note 1	1-Jan-20	
Letter of consent to assign (long leaseholds at nominal rent)	min 108.00		min 108.00		min 108.00	see note 1	1-Jan-20	
Planning								
S.106 Agreements	489.40							
Site Compound Licence	256.00	2.00	261.10	-	261.10	see note 1	1-Jan-20	
Copy Documents - per A4 sheet	0.55	2.00	0.55	0.09	0.46	20.00	1-Jan-20	
Pavement Café Licences								
Initial licence set up								these licences now issued by LCC
Annual renewal/change of licensee								these licences now issued by LCC
<u>BURNLEY BUS STATION</u>								
Bus Station departure charges are calculated using pence to 4 decimal places								
Per Departure - Standard bus / Minibus	1.0167	2.00	1.0371	0.1728	0.8643	20.00	1-Jan-20	
Per Departure - Long (coach) (Net Fee increased by 2% then VAT added)	2.1034	2.00	2.1455	0.3576	1.7879	20.00	1-Jan-20	