

Fees and Charges

2023/24 – DRAFT - awaiting approval

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VAT References

VAT	Description
N	Non-Business – no VAT charged
E	Exempt – no VAT charged
Z	Zero Rated
S	Standard Rate – The fee includes VAT at 20%

Planning

Planning – Statutory Fees

Note: All of the charges quoted in this section are VAT category N – Non-business, no VAT charged.

Householder Applications		
Alterations/extension to a single dwelling house , including works within boundary	Single dwelling house	£206

Outline Applications		
Site area	Not more than 2.5 hectares	£462 for each 0.1 hectare (or part thereof)
	More than 2.5 hectares	£11,432 + £138 for each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares. Maximum fee of £150,000

Full Applications (and First Submissions of Reserved Matters; or Technical Details Consent)		
Alterations/extensions to dwelling houses , including works within boundaries	Single dwelling house (or single flat)	£206
	Two or more dwelling houses (or two or more flats)	£407
New dwelling houses	Not more than 50 dwelling houses	£462 for each dwelling house
	More than 50 dwelling houses	£22,859 + £138 for each additional dwelling house in excess of 50. Maximum fee of £300,000
Erection of buildings (not dwelling houses, agricultural, glasshouses, plant nor machinery)		
Gross floor space to be created by the development	No increase in gross floor space or no more than 40 sq. m	£234
	More than 40 sq. m but no more than 75 sq. m	£462
	More than 75 sq. m but no more than 3,750 sq. m	£462 for each 75sq m (or part thereof)
	More than 3,750 sq. m	£22,859 + £138 for each additional 75 sqm (or part thereof) in excess of 3,750 sq. m. Maximum fee of £300,000
Erection of buildings (not dwelling houses, agricultural, glasshouses, plant nor machinery)		

Full Applications (and First Submissions of Reserved Matters; or Technical Details Consent)		
Gross floor space to be created by the development	Not more than 465 sq. m	£96
	More than 465 sq. m but not more than 540 sq. m	£462
	More than 540 sq. m but not more than 4,215 sq. m	£462 for first 540 sq. m + £462 for each additional 75 sq. m (or part thereof) in excess of 540 sq. m
	More than 4,215 sq. m	£22,859 + £138 for each additional 75 sq. m (or part thereof) in excess of 4,215 sq. m. Maximum of £300,000
Erection of glasshouses (on land used for the purpose of agriculture)		
Gross floor space to be created by the development	Not more than 465 sq. m	£96
	More than 465 sq. m	£2,580
Erection/alterations/replacement of plant and machinery		
Site area	Not more than 5 hectares	£462 for each 0.1 hectare (or part thereof)
	More than 5 hectares	£22,859 + £138 for each additional 0.1 hectare (or part thereof) in excess of 5 hectares. Maximum fee of £300,000
Applications other than Building Works		
Car parks, service roads or other accesses	For existing uses	£234
Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)		
Site area	Not more than 15 hectares	£234 for each 0.1 hectare (or part thereof)
	More than 15 hectares	£34,934 + £138 for each additional 0.1 hectare (or part thereof) in excess of 15 hectares. Maximum of £78,000
Operations connected with exploratory drilling for oil and natural gasses		
Site area	Not more than 7.5 hectares	£508 for each 0.1 hectare (or part thereof)
	More than 7.5 hectares	£38,070 + £151 for each additional 0.1 hectare (or part thereof) in excess of 7.5 hectares. Maximum fee of £300,000
Applications other Building Works continued		
Operations (other than exploratory drilling) for the winning and working of oil and natural gas		
Site area	Not more than 15 hectares	£257 for each 0.1 hectare (or part thereof)

Full Applications (and First Submissions of Reserved Matters; or Technical Details Consent)		
	More than 15 hectares	£38,520 + additional £151 for each 0.1 hectare in excess of 15 hectares. Maximum fee of £78,000
Other operations (winning and working of minerals) excluding oil and natural gas		
Site area	Not more than 15 hectares	£234 for each 0.1 hectare (or part thereof)
	More than 15 hectares	£34,934 + £138 for each additional 0.1 hectare (or part thereof) in excess of 15 hectares. Maximum fee of £78,000
Other operations (not coming within any of the above categories)		
Site area	Any site area	£234 for each 0.1 hectare (or part thereof). Maximum fee of £2,028
Change of Use of a building to use as one or more separate dwelling houses, or other cases		
Number of dwelling houses	Not more than 50 dwelling houses	£462 for each dwelling houses
	More than 50 dwelling houses	£22,859 + £138 for each additional dwelling house in excess of 50. Maximum fee of £300,000
Operations connected with exploratory drilling for oil and natural gasses		
Site area	Not more than 7.5 hectares	£508 for each 0.1 hectare (or part thereof)
	More than 7.5 hectares	£38,070 + £151 for each additional 0.1 hectare (or part thereof) in excess of 7.5 hectares. Maximum fee of £300,000
Other Changes of Use of a building or land		£462

Lawful Development Certificate	
Existing use or operation	Same as Full
Existing use or operation – lawful not to comply with any condition or limitation	£234
Proposed use or operation	Half the normal planning fee.

Prior Approval	
Larger Home Extensions (from 19 August 2019)	£96
Additional storeys on a home	No fee currently set
Agricultural and Forestry buildings and operations	£96
Demolition of buildings	£96
Communications (previously referred to as 'Telecommunications Code Systems Operators')	£462

Prior Approval	
Change of Use from Shops (Class A1), Professional and Financial Services (Class A2), Takeaways (Class A5), Betting Offices, Pay Day Loan Shops or Laundrettes to Offices (Class B1a)	£96
Change of Use of a building and any land within its curtilage from Business (Use Class B1) Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) or Assembly and Leisure (Use Class D2) to a State Funded School or Registered Nursery	£96
Change of Use of a building and any land within its curtilage from an Agricultural Building to a State-Funded School or Registered Nursery	£96
Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible use within Shops (Use Class A1), Financial and Professional services (Use Class A2), Restaurants and Cafes (Use Class A3), Business (Use Class B1), Storage or Distribution (Use Class B8), Hotels (Use Class C1), or Assembly or Leisure (Use Class D2)	£96
Change of Use of a building and any land within its curtilage from Offices (Use Class B1a) Use to Dwelling houses (Use Class C3)	£96; or £206 if it includes building operations in connection with the change of use
Change of use of a building from shops (Use Class A1), Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops, Laundrette; or a mixed use combining one of these uses and use as a dwelling house to Dwelling houses (Use Class C3)	£96; or £206 if it includes building operations in connection with the change of use
Change of use of a building and any land within its curtilage from Light Industrial (Use Class B1c) to Dwelling houses (Use Class C3)	£96
Change of use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos (Sui Generis Uses) to Dwelling houses (Use Class C3)	£96 or; £206 if it includes building operations in connection with the change of use
Change of use of a building from Shops (Use Class A1), Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafes (Use Class A3)	£96 or; £206 if it includes building operations in connection with the change of use
Change of use of a building from shops (Use Class A1) and Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops (Sui Generis Uses) to Assembly and Leisure Uses (Use Class D2)	£96

Prior Approval		
Change of use from Shops (Class A1), Professional and Financial Services (Class A2), Takeaways (Class A5), Betting Offices, Pay Day Loan Shops or Laundrettes to Offices (Class B1a)		£96
Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop		£96
Temporary Use of Buildings or Land for the Purpose of Commercial Filmmaking and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use		£96
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
Construction of new dwelling houses (from 2 September 2020)	Not more than 50 dwelling houses	£334 for each dwelling houses
	More than 50 dwelling houses	£16,525 + £100 for each dwelling houses in excess of 50. Maximum fee of £300,000

Reserved Matters	
Approval of reserved matters following outline approval	Full fee due or if full fee already paid then £462 due

Removal/Variation/Approval/Discharge of condition		
Removal or variation of a condition following grant of planning or permission		£234
Discharge of condition(s) – Approval details and/or confirmation that one or more planning conditions have been complied with	Householder permissions	£34
	All other permissions	£116

Advertising	
Relating to the business on the premises	£132
Advance signs which are not situated on or visible from the site, directing the public to a business	£132
Other advertisements	£462

Non-material Amendments Following a Grant of Planning Permission	
Householder developments	£34
Any other development	£234

Non-material Amendments Following a Grant of Planning Permission

Householder developments

£34

Any other development

£234

Permission in Principle

Site area

£402 for each 0.1 hectare (or part thereof)

Concessions

Please note: Not all concessions are valid for all application types. Upon receipt of your application, the local authority will check the fee is correct and if the concession is applicable.

Exemptions from payment

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

- Means of access to or within it for a disabled person who is resident in it, or is proposing to take up resident in it or;
- Facilities designed to secure that person's greater safety, health or comfort

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

Listed Building Content

Planning permission for relevant demolition in a Conservation Area

Works to Trees covered by a Tree Preservation Order or in a Conservation Area Hedgerow Removal

If the application is the first revision of an application for development of the same character or description on the same site by the same applicant:

- For a withdrawn application: Within 12 months of the date the application was received
- For a determined application: Within 12 months of the date the application was granted, refused or an appeal dismissed
- For an application where an appeal was made on the grounds of non-determination: Within 12 months of the period when the giving of notice of a decision on the earlier valid application expired

If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same development would be exempt from the need to pay a planning fee under any planning fee regulation

If the application is for consent to display an advertisement following either a withdrawal of an earlier application (before notice of decision was issued) or where the application is made following refusal of consent for display of an advertisement, and where the application is made by or on behalf of the same person

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

If the application is for alternative proposals for the same site by the same applicant, in order to benefit from the permitted development right in Schedule 2 Part 3 Class V of the Town and Country Planning (General Permitted Development) Order 2015 (as amended)

Concessions

Please note: Not all concessions are valid for all application types. Upon receipt of your application, the local authority will check the fee is correct and if the concession is applicable.

Exemptions from payment continued...

If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for a relevant demolition in a Conservation Area

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

If an application for planning permission (for which a fee is payable) being made by the same applicant on the same date for the same site, buildings or land as the prior approval application (for larger home extensions or change of uses)

Reductions to Payments

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

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

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

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

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

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

Fees for cross boundary applications

Where an application crosses one or more local or district planning authorities, the Planning Portal fee calculator will only calculate a cross boundary application fee as 150% of the fee that would have been payable if there had only been one application to a single authority covering the entire site.

If the fee for this divided site is smaller when the sum of the fees payable for each part of the site are calculated separately, you will need to contact the lead local authority to discuss the fee for this divided site.

The fee should go to the authority that contains the larger part of the application site.

Planning – Non-Statutory Fees

Development Size	Definition	Pre-App Fees	VAT
Householder	Householder pre-apps	£50	S
Small	1-3 dwellings, floorspace less than 100 sq. m	£200	S
Medium	4-9 dwellings, floorspace of 100 - 1000 sq. m	£500	S
Major	10-49 dwellings, floorspace of 1000 - 2000 sq. m, site area of 1-2 ha	£2,000	S
Significant Major	50+ dwellings, floorspace of 2000 sq. m or more, Site area more than 2 ha	£3,000	S

Community Infrastructure Levy (CIL)

Type of Fee	Unit of Charge	Charge per Unit	VAT
Dwelling houses (excluding apartments)	per sq. m	£65.00	N
Apartments	per sq. m	No charge	N
Convenience retail (excluding neighbourhood convenience stores)	per sq. m	£160.00	N
Retail warehouse, retail parks, and neighbourhood convenience stores	per sq. m	£40.00	N
Community uses	per sq. m	No charge	N
All other uses	per sq. m	No charge	N

Planning – Printing and Searches

Description	Charge	VAT
Plan Location Plans	£0.00	Z
Plan Printing A0	£3.30	S
Plan Printing A1	£3.04	S
Plan Printing A2	£2.48	S
Plan Printing A3	£1.94	S
Plan Printing A4	£0.11	S
Decision Notices	£16.76	S
South Ribble Local Plan	£41.03	Z
Map Only	£25.64	Z
Personal Searches 1.1	£0.00	N
Personal Searches 1.2	£5.13	N
Personal Searches 3.1	£2.56	N
Personal Searches 3.9	£15.39	N
Personal Searches 3.10	£2.56	N
Personal Searches 3.11	£2.56	N
Personal Searches Additional Info	£46.16	N

Building Control – Searches

Description	Charge	VAT
BC Personal Search 1.1j	£1.32	S
BC Personal Search 1.1k	£1.32	S
BC Personal Search 1.1l	£1.32	S
BC Personal Search 3.7a	£1.23	S
BC Personal Search 3.8	£1.54	S

Building Control

Table A - STANDARD CHARGES FOR NEW HOUSING (Up to 300m2 floor area) OR FOR NEW DWELLINGS - FORMED BY CONVERSION/CHANGE OF USE

No. Dwellings	Plan Deposit Charge		Inspection Charge		Total Charge	
	Basic charge	Inc VAT	Basic charge	Inc VAT	Basic charge	Inc VAT
1	£180	£216	£420	£504	£600	£720
2	£230	£276	£605	£726	£835	£1,002
3	£280	£336	£740	£888	£1,020	£1,224
4	£330	£396	£875	£1,050	£1,205	£1,446
5	£380	£456	£1,010	£1,212	£1,390	£1,668

For more than 5 dwellings or if the floor area of the dwelling exceeds 300m2 the charge is individually determined

TABLE B - STANDARD CHARGES FOR CERTAIN SMALL BUILDINGS, EXTENSIONS AND ALTERATIONS TO DWELLINGS

Proposal	Plan Deposit Charge		Inspection Charge		Total Charge	
	Basic charge	Inc VAT	Basic charge	Inc VAT	Basic charge	Inc VAT
CATEGORY 1: Extensions to dwellings						
Extension(s): Internal floor area not exceeding 5m ²	£125	£150	£200	£240	£325	£390
Internal floor area over 5m ² but not exceeding 40m ²	£150	£180	£250	£300	£400	£480
Internal floor area over 40m ² but not exceeding 70m ²	£150	£180	£350	£420	£500	£600
Internal floor area over 70m ² but not exceeding 100m ²	£150	£180	£500	£600	£650	£780
CATEGORY 2: Garages and Carports						
Erection or extension of detached or attached building or an extension to a dwelling:						
which consists of a garage, carport, or both, having a floor area not exceeding 60m ² in total and is intended to be used in common with an existing building & the conversion of an attached garage into a habitable room	£100	£120	£200	£240	£300	£360
CATEGORY 3: Loft Conversions and Dormers						
Formation of a room in roof space, including means of access thereto. Fees for lofts greater than 40m ² are to be based on the cost of work. The fee cannot be less than shown below:						
Erection of room in roof space with a floor area not exceeding 40m ² (without dormer)	£150	£180	£250	£300	£400	£480

Proposal	Plan Deposit Charge		Inspection Charge		Total Charge	
	Basic charge	Inc VAT	Basic charge	Inc VAT	Basic charge	Inc VAT
Erection of room in roof space with a floor area not exceeding 40m2 (with dormer)	£150	£180	£300	£360	£450	£540

TABLE C STANDARD CHARGES FOR ALTERATIONS TO DWELLINGS

Proposal	Plan deposit charge		Inspection charge		Building Notice Charge	
	Basic charge	Inc VAT	Basic charge	Inc VAT	Basic charge	Inc VAT
1. Installation of replacement windows and doors in a dwelling where the number of windows/doors does not exceed 20	£100	£120	Inc	Inc	£100	£120
2. Underpinning with a cost not exceeding £30,000	£250	£300	Inc	Inc	£250	£300
3. Controlled Electrical work* to a single dwelling (not carried out in conjunction with work being undertaken that falls within Table B)	£POA	£POA	£POA	£POA	£POA	£POA
4. Renovation of a thermal element i.e. work involving recovering of a roof, replacement of a floor or renovation of an external wall to which L1b applies	£100	£120	Inc	Inc	£100	£120
5. Formation of a single en-suite bathroom/shower room or cloakroom within an existing dwelling (excluding electrical work)	£200	£240	Inc	Inc	£200	£240
6. Removal of load bearing wall and insertion of steel beam/s	£150	£180	Inc	Inc	£150	£180
7. Installation of heating appliance to a single dwelling e.g. Wood burning stove.	£200	£240	Inc	Inc	£200	£240
8. Conversion of conservatory to solid roof construction.	£200	£240	Inc	Inc	£200	£240

TABLE D - STANDARD CHARGES FOR ALL OTHER WORK NOT IN TABLES A, B & C excludes individually determined charges

Estimated Cost		Plan Deposit Charge		Inspection Charge		Building Notice	
From	To	Basic Charge	Inc Vat	Basic Charge	Inc Vat	Basic Charge	Inc Vat
£0	£1,000	£100	£120	£0	£0	£100	£120
£1,001	£5,000	£100	£120	£100	£120	£200	£240
£5,001	£10,000	£100	£120	£150	£180	£250	£300
£10,001	£20,000	£100	£120	£250	£300	£350	£420
£20,001	£30,000	£150	£180	£300	£360	£450	£540
£30,001	£40,000	£150	£180	£400	£480	£550	£660
£40,001	£50,000	£150	£180	£500	£600	£650	£780
£50,001	£75,001	£200	£240	£550	£660	£750	£900
£75,001	£100,000	£200	£240	£650	£780	£850	£1,020

Where it is intended to carry out additional work on a dwelling at the same time as undertaking an extension within Table B then the charge for this additional work (as indicated in Table D) shall be discounted by 50% subject to a maximum estimated cost of less than £10,000.

Notes: 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.

Where the estimated cost of work exceeds £100,000 the charge will be individually assessed by South Ribble Borough Council

Subject to a minimum plan fee of £250.00 + VAT and inspection fee of £650.00 + VAT

TABLE E - OTHER STANDARD CHARGES

Category of Work	Basic Charge	Inc VAT
Copy of Completion Certificate or Decision Notice	£25	£30
Building Regulation Confirmation letter (e.g., letter of exemption)	£67.50	£81
Supply of information relating to Building Regulation applications or calculated by hourly rate if greater than 1 hour.	£67.50	£81
Service of Section 81 (Building Act 1984): Demolition Counter notice (No VAT)	£150	-
Withdraw of an Application – (Fee dependant on works carried out)	Min - £67.53	£81
Re-opening of dormant files (Over 3 years)	£70.00	£84

Note: Charges for personal searches are listed in the Planning section.

Street Naming and Numbering (Geographical Information System)

Note: all charges below are VAT category N

Existing Properties	
Individual house name / individual house rename or renumber	£100
Rename of street where requested by residents	£200 plus £30 per property
Conversion of existing property into multiple units	£100 maximum four units £20 per additional unit plus

New Properties	
Development of 10 plots or fewer	£30 per plot up to a maximum of £170
Development of more than 10 plots	£200 plus an additional £10 per plot
Additional charge where this includes naming of a street	£100
Additional charge where this includes naming of a building (e.g. block of flats)	£100
Changes in development after notification	£30 per plot

Land Charges

Item	Fee	VAT	Total
Full search (LLC1 & CON29)	£125.00	£20.60	£145.60
LLC1 search only	£22.00	£0.00	£22.00
CON29 – Set questions only	£103.00	£20.60	£123.60
Extra Parcel of land/property	£30.00	£6.00	£36.00
Solicitors Own Questions (per question) *	£25.00	£5.00	£30.00

Optional questions which you may request, in addition to the standard CON29 questions above:

- Q4 Q6, Q12, 21 and 22 - £16.00 (plus VAT) Inclusive.
- All other questions - £15 each (plus VAT)

Licensing

Note: all charges quoted in this section are VAT category N

Gambling Act 2005

Product	Fee
PREMISES	
Premises Licence – New or Variation	Fees Vary
PERMIT	
Permit – New applications	Fees Vary
Permit – Annual Fees	£50
Copy of permit	£15
LOTTERY	
Small Society - New application	£40
Small Society - Renewal application	£20

Licensing Act 2003

Product	Fee
PERSONAL	
Personal Licence	£37
Personal Licence – change of details	£10.50
PREMISES	
Premises Licence – New or Variation application	Fees Vary
Transfer application	£23
DPS Variation application	£23
Copy of licence	£10.50
Minor Variation Application	£89
Notification of Interest	£21
Club Premises Certificate – New or Variation application	Fees Vary
Copy of certificate	£10.50
Temporary Event Notice (TEN)	£21

Taxi Licensing

DRIVER

Product	Fee
New Driver - 3 year	£190
New Driver – 1 year (over 65's)	£125
Driver renewal – 3 year	£175
Driver renewal – 1 year	£70
CSE Driver training	£5
Driver Knowledge Test	£25
Replacement Licence (badge)	£10
Replacement Licence (paper)	£10
DBS Enhanced [VAT 'N']	£44
Personnel Checks [VAT 'S']	£16

NEW OPERATOR (5-year licence)

Product	Fee
1 Vehicle	£220
2 to 5 Vehicles	£580
6 to 20 Vehicles	£1,090
21 or more	£1,525

VEHICLE

Product	Fee
New Hackney Carriage	£145
New Private Hire Vehicle	£135
Renew HCV	£115
Renew PHV	£110
Replacement plate (external)	£25
Replacement plate (internal)	£15
Door stickers (for two)	£5
Transfer to new proprietor	£50
Change of vehicle	£70

OPERATOR RENEWAL (5-year licence)

Product	Fee
1 Vehicle	£215
2 to 5 Vehicles	£575
6 to 20 Vehicles	£1,085
21 or more	£1,520

Other Licensing Fees

Product	Fee
Scrap Metal Dealer – Site Licence	£550
Scrap Metal Dealer – Collector’s licence	£350
Scrap Metal Dealer – Variation	£90
Second-hand Goods’ Dealers	£55
Car Boot Sales Category 1 Up to 12 pitches	£26
Car Boot Sales Category 2 From 13 – 49 pitches	£36
Sex Establishment	£2,000
Street Traders	£885
Piercing / tattoo / acupuncture / electrolysis - first artist	£180
Piercing / tattoo / acupuncture / electrolysis - additional artist	£98
Street Collection Permit	No charge
House to House Collection	No charge

Animal Licencing Fees

Product	Application Fee (payable at application)	Licence Fee	Re-rating Fee (payable on application for a re-rating)
Home Boarding Licence	£164.10	1-year licence £89.17 2-year licence £112.04 3-year licence £134.91	£139.40
Boarding Licence (Kennels & Catteries)	£207.80	1-year licence £89.17 2-year licence £112.04 3-year licence £134.91	£139.40
Breeding of Dogs Licence	£185.70 Vet fee (payable for a new licence) - Fee varies depending on time taken for inspection	1-year licence £89.17 2-year licence £112.04 3-year licence £134.91	£161.00
Dog Day Care Licence	£164.10	1-year licence £89.17 2-year licence £112.04 3-year licence £134.91	£161.00
Hiring of Horses Licence	£228.90 Vet fee (payable per inspection) - Fee varies depending on time taken for inspection	1-year licence £153.97 2-year licence £284.84 3-year licence £415.71	£225.80
Selling Pet Animals Licence	£207.30	1-year licence £89.17 2-year licence £112.04 3-year licence £134.91	£182.60

Enforcement Charges

Product	Fee
Smoke Free (Fixed Penalties)	£200 / £150 / £50 / £30

Public Health

Pest Control (Disinfestation)

DETAILS	VAT	UNIT OF CHARGE	CHARGE
Domestic - wasps	S	per visit	£44.00
Insects - ants, fleas, other	S	per treatment	£56.00
bedbugs	S	per treatment	£130.00
cockroaches	S	per treatment	£27.00 per 30mins, on quotation
Mammals (Grey Squirrels) (Domestic or Commercial)	S	Survey and set up plus per animal capture charge	£104 + £21 per animal captured
Moles	S	per treatment	On quotation charged at £27.00 per 30 mins
Commercial - single treatment small	S	per treatment	On quotation
Commercial – Contract Assessment	S	per contract	On quotation
Insect identification	S	per identification	£15.00
Smoke test (drainage not pest related)	S	per test	£202.00
Pest control building proofing	S	per treatment	£27.00 per 30 mins
Domestic (rats and mice)	S	per treatment	No charge for domestic premises
Bumblebee Nest removal	S	Per nest	£43.00

Private Water Supplies

DETAILS	VAT	UNIT OF CHARGE	CHARGE
Risk assessment	N	each assessment	Cost of officer time @ £38 per hour
Investigation	N	For each investigation	Cost of officer time @ £38 per hour
Analysing a sample			
Taken under Regulation 10	N	Per sample	£76 plus laboratory fees
Large supplies (Regulation 9 Group A & B)	N	Per sample	£76 plus laboratory fees
Carrying out works or measures that an owner has failed to carry out in accordance with an improvement notice.			At cost – recovered from the relevant person

Housing

DETAILS	VAT	UNIT OF CHARGE	CHARGE
Housing Notice /Order	N	Per Notice	£450
House of Multiple Occupation License	N	Per License	£850
Variation and renewals to House of Multiple Occupation License	N	Per variation/ renewals	£600
Fixed Penalty Notice under property Redress Scheme	N	Per FPN	£5,000
			Reduced to £3000 if paid within 28 days
Fixed Penalty Notice under Smoke and Carbon Monoxide Regs	N	Per FPN	£1000 first offence and £5000 for any subsequent offence
Immigration Inspection	N	Per inspection	£155

Food Hygiene

DETAILS	VAT	UNIT OF CHARGE	CHARGE
Requested re-inspection for purposes of re-rating under Food Hygiene Rating Scheme	N	Per application	£158

Miscellaneous

DETAILS	VAT	UNIT OF CHARGE	CHARGE
Export Certificate	N	Per certificate	£57
Contaminated Land Enquiries	N	per hour	£133
Community Protection Notice (Fixed Penalty)	N	Per Notice	£100. Reduced to £50 if paid within 14 days

Conference and Business Centre

Room	Working hours							Outside Hours	
	Commercial				Charity			Price per hour over and above basic rate	Price per hour after 10pm
	Full Day - 5 hours & over	Half Day - Under 5 hours	Tea & Coffee Cost per cup	Hourly Rate - No Refreshments included	Full Day - 5 hours & over	Half Day - Under 5 hours	Tea & Coffee Cost per cup		
FULL SUITE	£425	£250	Included	N/A	£140	£85	£1.50	£20	£35
SHIELD	£275	£200	Included	£72.50	£85	£55	£1.50	£20	£35
WHEEL	£250	£175	Included	£55	£85	£55	£1.50	£20	£35
CROSS	£250	£175	Included	£55	£85	£55	£1.50	£20	£35
PADDOCK	£175	£85	£1.50	£37.50	£55	£30	£1.50	£15	£25
LOSTOCK	£175	£85	£1.50	£37.50	£55	£30	£1.50	£15	£25
RIBBLE	£125	£60	£1.50	£27.50	£30	£17.50	£1.50	£10	£20

All prices quoted are excluding VAT at 20%

Council Tax and Business Rates - Summons and Liability Orders

Type of Fee	Unit of Charge	Charge per Unit	VAT
Council Tax Administration - recovery admin costs for summons	Each	£58.50	N
Council Tax Administration - recovery admin costs for liability orders	Each	£22.00	N
Business Rates Administration - recovery admin costs for summons	Each	£58.50	N
Business Rates Administration - recovery admin costs for liability orders	Each	£22.00	N

Legal Services

Where matters are more complex, variation from these charges will be discussed at the outset.

Note: all charges below are VAT category N

Service	Charge
Drafting of Lease	£400
Disposal of Land	£500
Disposal of Large Site	£500 and/or hourly rate thereafter
Acquisition of Public Open Space	£500
Disposal of Land Via Auction	£1000 or 1.5% of sale price (whichever is higher)
Drafting of Easement	£300
Drafting of Wayleave Agreements	£150
Memorandum for Rent Review	£50
Retrospective Consent	£400
Drafting of Section 106 Agreement	£1000 minimum (complicated matters to be on a time recovery basis)
Footpath Diversion	£1500 minimum (plus advertising costs)
Prosecution Work for Other Bodies	£100 per hour
Licence to Assign	£350
Licence to Underlet	£350
Photocopying - Tree protection Order	£20
Photocopying - Section 106 Agreement	£50
Photocopying - Lease	£50

Parking

East St – Leyland

Length of Stay	Charge
No Charge	£0

Ecroyd St, Churchill Way / Sumner St, Leyland Leyland

Length of Stay	Charge
0-2 hours	£0.50
2-3 hours	£0.80
3-4 hours	£1.50
4-5 hours	£3.00
Over 5 hours	£10.00

King St, Leyland / Hope Terrace, Lostock Hall

Length of Stay	Charge
Up to 2 hours	£0.50
2-3 hours	£0.80
3-4 hours	£1.50
Over 4 hours	£3.00
7-day Ticket	£10.00

Station Approach (Railway Station)

Length of Stay	Charge
1 Day	£1.00
2 Days	£2.00
3 Days	£3.00
Weekly	£4.00

Business Parking Permits

Business Permits are available for some of the council's car parks (numbers limited) at an annual charge of £250 on Churchill Way, Ecroyd Street and Sumner Street in Leyland and Hope Terrace in Lostock Hall.

The cost on King Street, Leyland is £220, the Railway Station car park £180

The above costs include VAT at standard rate.

Sports Pitches

Football Pitches

Type of Fee	Unit of Charge	New Teams	Existing Teams (33% Reduction)	VAT
Cat A (S)	Per season	£489.71	£328.10	S
Cat A (J)	Per season	£244.85	£164.50	S
Cat B (S)	Per season	£383.37	£256.86	S
Cat B (J)	Per season	£191.68	£128.43	S
Cat C (S)	Per season	£209.26	£140.20	S
Cat C (J)	Per season	£104.63	£70.10	S

Categories:

Seniors over 18

Juniors under 18

Cat A - Changing accommodation, goal posts erected, pitches marked out

Cat B - Changing accommodation, pitches marked out

Cat C - Pitch only

Waste Services Fees & Charges and Recycling

Type of Fee	Unit of Charge	Charge per Unit	VAT
Civic Amenity Collection (Nonelectrical items)	up to 4 items	£16.00	N
Additional Items	1	£4.00	N
Electrical Household items	1 item	£12.00	N
Garden Waste Collection Service	Per bin per year	£25.00	N

Trade Waste Schedule 2

Type of Fee	Residual Bin size	Rental	Collection	Disposal	Collection
Schools General	1100	No	£432.00	No	£432.00
Schools General	360	No	£142.00	No	£142.00
Care Homes General	1100	No	£432.00	No	£432.00
Care Homes General	360	No	£142.00	No	£142.00
Church General	1100	£65.00	No	No	£65.00
Type of Fee	Paper & Card Recycling Bin	Rental	Collection	Disposal	Collection
Schools & Care Homes	1100/660	£65.00	£167.00	No	£232.00

No of Bins	No of Collections	Rental	Collection	Disposal	Total
	Weekly	Charge	Charge	Charge	
1100 LITRE Residual Waste	1	£65	£211	£769	£1,045.00
3360 LITRE Residual Waste	1	£25	£137	£252	£ 414.00
Cardboard & paper Collection Charges					
Containers	Collections	Rental	Collection		Total
1	Fortnightly	£65	£167		£ 232.00
Trade Sacks (Residual Waste)	Collected Weekly		£90 for 50 Bags		

Replacement Garden Waste Permits - £2.95

Replacement Lost & Stolen Waste Containers.

Replacement 240L Wheelie Bins - £30

Replacement Green Box's - £10

Events Charges – Waste Management

Type of Fee	Residual Bin size		Delivery & Collection
Bin Delivery/Collection	Up to 2 x 1100		£30
Bin Delivery/Collection	4 x 240/360		£30
For larger number of bins, the costings will be applied cumulatively			
Emptying & Disposal	Residual	For the 1 st bin (any size)	£28.50
Emptying & Disposal	Recycling	For every additional bin	£5.70
Emptying & Disposal	Residual	For the 1 st bin (any size)	£5.80
Emptying & Disposal	Recycling	For every additional bin	£1.40
Please be aware if any recycling bin is found to be contaminated disposal cost will revert to residual			
Type of Fee	Bags		Collection & Disposal
Refuse Bags	5 x bags or part thereof		£13.50
N.B. Bags can be purchased from the council at £1.20 for 10 bags. All bags <u>must be tied</u> for collection.			
N.B. Administration charge +10% of ALL delivery and disposal costs.			

Even though there is no charge for rent of bins, organisations requesting the bins will be liable for any repair and replacement costs for damaged or lost bins.

These costs are for guidance only any quote and agreement will be generated by the Waste Team.

Other Fees and Charges

Allotments, Garages and Grazing Licences

Site	Volume	Cost
St Johns green Allotments	8 plots	£30 per plot per year
Higher Walton Allotments	3 plots	£30 per plot per year
Pigeon lofts, Bamber bridge	8 Plots	£30 per plot per year
Grazing Licence Kellet Lane	1	£320 per year
Garage licence Leyland	4	£11.30 +VAT per week
Garage licence Penwortham	11	£11.30 + VAT per week
Parking plots Longmeanygate	20	£41 + VAT per plot per year

Leyland Market

Rental charges are not listed because they are agreed on an ad hoc basis with the tenant.

Community Centres

Moss Side Community Centre

VENUE HIRE PRICING TABLE

Hire price per hour	£20	
Half day hire rate	£50	Maximum 5 hours
Evening hire rate	£50	Maximum 5 hours
Full day hire rate	£125	

No VAT payable on any of the above hire charges.