

Fees and Charges 2022/23

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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 dwellinghouse , including works within boundary | Single dwellinghouse | £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 dwellinghouses , including works within boundaries | Single dwellinghouse (or single flat) | £206 |
| | Two or more dwellinghouses (or two or more flats) | £407 |
| New dwellinghouses | Not more than 50 dwellinghouses | £462 for each dwellinghouse |
| | More than 50 dwellinghouses | £22,859 + £138 for each additional dwellinghouse in excess of 50. Maximum fee of £300,000 |
| Erection of buildings (not dwellinghouses, 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 dwellinghouses, 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 dwellinghouses, or other cases | | |
| Number of dwellinghouses | Not more than 50 dwellinghouses | £462 for each dwellinghouses |
| | More than 50 dwellinghouses | £22,859 + £138 for each additional dwellinghouse 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 Dwellinghouses (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 dwellinghouse to Dwellinghouses (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 Dwellinghouses (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 Dwellinghouses (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 Film-Making 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 dwellinghouses (from 2 September 2020) | Not more than 50 dwellinghouses | £334 for each dwellinghouses |
| | More than 50 dwellinghouses | £16,525 + £100 for each dwellinghouses 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 dwellinghouse; or works in the curtilage of an existing dwellinghouse (other than the erection of a dwellinghouse) for the purpose of providing: <ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> 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-profit making sports club for works for playing fields not involving buildings then the fee is £462.

If the application is being made on behalf of 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) | £250 | £300 | Inc | Inc | £250 | £300 |
| 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 | - |

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, 21 and 22 - £15.50 (plus VAT) as a bundle or £15.50 irrespective of the number of questions asked.
- Q5 – 20 - £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 |

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 |

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 |

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 |
| Sex Establishment | £2,000 |
| Street Traders | £885 |
| Piercing / tattoo / acupuncture / electrolysis - first artist | £180 |
| Piercing / tattoo / acupuncture / electrolysis - additional artist | £98 |
| Riding Establishments - Ages up to 15 | £245 |
| Riding Establishments - Ages 16 to 25 | £275 |
| Riding Establishments - Ages over 25 | £305 |
| Dangerous Wild Animals (2 year) | £454 |
| Animal Boarding - Up to 30 | £104 |
| Animal Boarding - More than 30 | £126 |
| Dog Breeding - Up to 10 bitches | £150 |
| Dog Breeding - Over 10 bitches | £210 |
| Pet Shop | £140 |
| Zoo – new (4 years) | £1,236 / £711 [14.2 ex] |
| Zoo – renewal (6 Years) | £2,040 / £1,106 [14.2 ex] |
| Street Collection Permit | No charge |
| House to House Collection | No charge |

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 |
| Car boot sales Category 1 Up to 12 pitches | N | Per event | £26 |
| Car boot sales Category 2 - 13 - 49 pitches | N | Per event | £36 |

Conference and Business Centre

| | Working hours | | | | | | | Outside Hours | |
|---------------|---------------------------------|--------------------------------|------------------------------------|--|---------------------------------|--------------------------------|------------------------------------|--|---------------------------------|
| | Commercial | | | | Charity | | | | |
| Room | Full Day - 5 hours & over | Half Day - Under 5 hours | Tea & Coffee Cost per cup | Hourly Rate - No Refresh- ments included | Full Day - 5 hours & over | Half Day - Under 5 hours | Tea & Coffee Cost per cup | Price per hour over and above basic rate | Price per hour after 10pm |
| 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

Churchill Way / Sumner St / East St – All Leyland (Short Stay)

| Length of Stay | Charge |
|----------------|--------|
| 0-3 Hours | £1 |

Ecroyd St, Leyland

| Length of Stay | Charge |
|----------------|--------|
| 0-3 Hours | £1 |
| 3-5 hours | £3 |
| Over 5 hours | £10 |

King St, Leyland / Hope Terrace, Lostock Hall (Long Stay)

| Length of Stay | Charge |
|----------------|--------|
| 0-3 Hours | £1 |
| All day | £3 |
| 7 days | £12 |

Leyland Railway Station (Long Stay)

| Length of Stay | Charge |
|----------------|--------|
| 1 Day | £1 |
| 2 Days | £2 |
| 3 Days | £3 |
| Weekly | £4 |

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 and Recycling

| Type of Fee | Unit of Charge | Charge per Unit | VAT |
|---|------------------|-----------------|-----|
| Civic Amenity Collection (Non electrical 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 |

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.