



**To:**  
**All members of the**  
**Corporate Policy and Resources**  
**Committee**

*Please reply to:*  
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Date: 3 February 2022

### Supplementary Agenda

#### **Corporate Policy and Resources Committee - Monday, 7 February 2022**

Dear Councillor

I enclose the following items which were marked 'to follow' on the agenda for the Corporate Policy and Resources Committee meeting to be held on Monday, 7 February 2022:

**8. Fees and Charges 2022/23**

**3 - 96**

To agree the borough's fees and charges for 2022/23.

Yours sincerely

Gary Lelliott  
Corporate Governance

**Spelthorne Borough Council, Council Offices, Knowle Green**

**Staines-upon-Thames TW18 1XB**

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To the members of the Corporate Policy and Resources Committee

Councillors:

L. E. Nichols (Chairman)	A. Brar	V.J. Leighton
J.R. Sexton (Vice-Chairman)	S. Buttar	S.C. Mooney
C.F. Barnard	S.M. Doran	R.J. Noble
I.J. Beardsmore	S.A. Dunn	O. Rybinski
J.R. Boughtflower	N. Islam	V. Siva

Substitute Members: Councillors: C. Bateson, J.T.F. Doran, T. Fidler, H. Harvey,  
D. Saliagopoulos, R.A. Smith-Ainsley and J. Vinson

# Corporate Policy & Resources Committee



7 February 2022

<b>Title</b>	<b>Draft Fees and Charges Report 2022/23</b> This report will be subject to change following meetings with each Committee, which will feed into the CP&R Committee meetings taking place in late January and discussions at the meeting on 7 February. Therefore, this report is likely to be amended and updated.
<b>Purpose of the report</b>	To approve the report
<b>Report Author</b>	Paul Taylor Chief Accountant
<b>Ward(s) Affected</b>	All Wards
<b>Exempt</b>	No
<b>Corporate Priority</b>	Community Affordable Housing Recovery Environment Service Delivery
<b>Recommendations</b>	<b>Committee is asked to approve the proposed fees and charges for 2022/23 as set out in Appendix A and B</b>
<b>Reason for Recommendation</b>	Fees & Charges are an important source of income for the authority each year and are a key importance in balancing the Budget.

## 1. Key issues

- 1.1 Since March 2020, the Council in common with many businesses and organisations in our Borough and across the UK have faced the worst economic climate in almost 300 years, due to the COVID-19 pandemic. Since then, we have all experienced a stop start regime cause by lockdowns in response to rising pressure on the NHS and the number of new variants identified increases. The requirements imposed in relation to staying at home, social distancing, and other measures to control the spread of the virus has meant the closure of retail and hospitality businesses and extended working from home, has disrupted the normal pattern of economic activity in the Borough. This has had a significant adverse effect on the Council's income from fees and charges.
- 1.2 In the early part of 2021/22, the Council continued to receive financial support from Government to mitigate the lost sales, fees and charges caused by the

new Omicron variant, and it is very unlikely that this support will resume in 2022/23.

- 1.3 The effect of the stop start impact on the economy caused by lockdown particularly as there is a shortage of supply of goods and services compared to demand, has also impacted upon inflation during 2021/22, most notably in November and December 2021, when annual inflation (as measured by the Consumer Prices Index) was 5.1% and 5.4% respectively.
- 1.4 The Council must perform a balancing act between maximising additional income that can be generated through sales fees and charges and setting fee levels which are sustainable whilst not adversely impacting on overall income levels. At the same time the Council also needs to be mindful of the impact on residents and the local business community from any increases in fees and charges.
- 1.5 At the beginning of this Budget process Council was working on an annual inflation rate of 3%, however, following Brexit and the supply chain challenges caused by the pandemic, the Council is already seeing significant increases in its materials, shipping, energy and contractor costs, which are going to impact on the Council throughout 2022/23 and possibly beyond. Whilst there are hopeful indications that the economic situation and lives of residents are starting to improve, it is difficult to forecast the speed of the recovery and it is likely that any improvement will be slow. Therefore 2022/23 is going to be another challenging year.

## **2. Options analysis and proposal**

- 2.1 The Council generates almost 80% of its non-investment property income and excluding council taxes, business rates, housing benefit grant income, through fees and charges, rents, and grants. This therefore it has a significant impact on the assisting council to deliver a balanced budget.
- 2.2 The detailed schedule of proposed fees and charges effective from 1 April 2022 is shown in the 2022/23 fees and charges document detailed in Appendix A and B.
- 2.3 All fees and charges were reviewed in 2022/23 by Group Heads in the context of the services concerned and in terms of reasonability of the fee being set. Individual service committees have reviewed the draft proposed fees and charges relating to the services under their remit.
- 2.4 For 2022/23, the Council's fees and charges have been reviewed in the context of inflation and other factors. Group Heads have considered the current levels of fees and charges and have in the main proposed that fees and charges are not increased above the current rate of inflation mention in 1.3 above. The general view amongst Officers is that, in the current exceptional economic and social conditions, some difficult decisions need to be made today, rather than leave them to become significant decisions in later years. With inflation at 5.4% and our proposed Council Tax increase limited to 2.4% in real terms the Council is already at a disadvantage, in real terms. By increasing our sales, fees, and charges to 5%, we will ensure that we can maintain the delivery of our services to residents throughout the year and avoid cuts to services.
- 2.5 In respect of the economic climate, all areas are being monitored through the 2022/23 budget monitoring process to assess the actual income compared to

budgets. Management Team can view their sales, fees, and charges in real terms via our integrated financial systems and receive a quarterly report on the major income areas highlighting the current position against that for the previous year.

- 2.6 Car parking charges have suffered more than others through the pandemic and the sixty-four-million-dollar question is when will they recover? As a result of this, the Council is proposing no increase in our car parking fees, and in many Council owned car parks we will still provide the first hour free of charge, to encourage people to shop in our towns, this reflects the Council's desire to help local retailers and the business community.
- 2.7 It should be noted that in exceptional circumstances discounted pricing may be considered where an activity supports a strategic priority of the Council to the benefit of a particular community group. Please refer to our new Corporate Plan <https://www.spelthorne.gov.uk/corporateplan>
- 2.8 The Council is continuing, as a principle, to look at services to ensure that all areas make charges for services provided and appropriately reflect the costs of provision. In this way, users of such services are charged for those services, and Council Taxpayers are not subsidising those services.

### **3. Financial implications**

- 3.1 It is anticipated that the additional fees and charges income will increase in 2022/23 by approximately £200,000 based on the fees and charges contained within Appendix A and B.
- 3.2 The fees and charges income will increase between 0% and 5% depending on the service, full details in Appendix A and B.
- 3.3 The total potential income from municipal rents, fees and charges to be incorporated into the 2022/23 budget will be approximately £8.0m.
- 3.4 It has been assumed that there will be no Government support for offsetting ongoing impact of COVID-19 on fees and charges income during 2022/23.

### **4. Other considerations**

- 4.1 There are none.

### **5. Equality and Diversity**

- 5.1 The Fees and Charges list, levy a reasonable charge on the people who use the services.

### **6. Sustainability/Climate Change Implications**

- 6.1 None.

### **7. Timetable for implementation**

- 7.1 The fees and charges proposed are to be implemented from 1 April 2022.

**Background papers:** Included with this report are Appendices C and D, which show the income earned from our individual fees and charges.

### **Appendices:**

Appendix A – Discretionary fees and charges 2022/23 – by committee.

Appendix B – Statutory fees and charges 2022/23 – by committee

Appendix C – Discretionary fees and charges income 2020/21 to 2022/23  
Appendix D – Statutory fees and charges income 2020/21 to 2022/23

# Fees and Charges

## 2022/23



Printed Date: 03/02/2022

Last modified: 03/02/2022

Report Description:

**A full schedule of the fees and charges for all Council services for the coming year**

### Community Wellbeing & Housing

#### Day Centres

#### Greeno & Fordbridge Centres (Community Use)

#### Committee/Meeting Rooms

Mon-Fri Evening (per hour)	14.20	14.20	E	558
Saturday (per hour)	16.30	16.30	E	561

#### Large Hall

Mon-Fri Evening (per hour)	21.50	21.50	E	551
Saturday Day Time Rates before 6.00 PM (per hour)	25.75	25.75	E	553
Saturday Evening after 6.00 PM (per hour)	43.00	43.00	E	554
Sunday (per hour)	43.00	43.00	E	555

2021/22 Charge

2022/23 Charge

VAT

Record

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Day Centres

### Greeno & Fordbridge Centres (Community Use)

#### Quiet Lounge

	2021/22 Charge	2022/23 Charge	VAT	Record
Mon-Fri Evening (per hour)	14.20	14.20	E	562
Saturday Day Time Rates before 6.00 PM (per hour)	21.95	21.95	E	564
Saturday Evening after 6.00 PM (per hour)	26.75	26.75	E	565

### Greeno & Fordbridge Centres (Semi Commercial Use e.g. Weight Watchers and Dance Classes)

#### Large Hall

Mon - Fri Evening (per hour)	29.95	29.95	E	1,222
Saturday Day Time Rates before 6.00 PM (per hour)	32.65	32.65	E	1,223
Saturday Evening after 6.00 PM (per hour)	56.20	56.20	E	1,224
Sunday (per hour)	56.75	56.75	E	1,225

## Older Peoples Services

### Membership Fees

Joint Day Centre/Spelvide	25.00	25.00	S	959
Non SBC Resident	25.00	25.00	S	604
SBC Resident	16.50	16.50	S	603

### Staines Community Centres (Community Use)

#### Upstairs meeting room

Mon-Fri Evening (per hour)	14.15	14.15	E	1,435
Saturday Daytime (per hour)	16.30	16.30	E	1,436
Saturday Evening (per hour)	26.75	26.75	E	1,437
Sunday all day (per hour)	26.75	26.75	E	1,438



## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Day Centres

### Staines Community Centres (Community Use)

#### Upstairs or downstairs area

	2021/22 Charge	2022/23 Charge	VAT	Record
Mon-Fri Evening (per hour)	17.85	17.85	E	1,431
Saturday Daytime (per hour)	23.65	23.65	E	1,432
Saturday Evening (per hour)	37.85	37.85	E	1,433
Sunday all day (per hour)	37.85	37.85	E	1,434

### Staines Community Centres (Semi-Commercial Use)

#### Upstairs meeting room

	2021/22 Charge	2022/23 Charge	VAT	Record
Mon-Fri Evening (per hour)	19.45	19.45	E	1,443
Saturday Daytime (per hour)	21.95	21.95	E	1,444
Saturday Evening (per hour)	37.20	37.20	E	1,445
Sunday all day (per hour)	37.20	37.20	E	1,446

#### Upstairs or downstairs area

Mon-Fri Evening (per hour)	23.65	23.65	E	1,439
Saturday Daytime (per hour)	26.75	26.75	E	1,440
Saturday Evening (per hour)	47.75	47.75	E	1,441
Sunday all day (per hour)	47.75	47.75	E	1,442

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Health and Safety

### Health and Safety

**2021/22 Charge** **2022/23 Charge** **VAT** **Record**

### Health And Safety At Work Act 1974

Officer Statement Of Facts - hourly rate	63.00	65.00	O	314
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## Health and Safety in the Workplace

**2021/22 Charge** **2022/23 Charge** **VAT** **Record**

### Courses

Cancellation of booked appointment (no fee applies if notification of cancellation is given more than 24 hours in advance)	27.00	28.00	S	1,485
Emergency First Aid at Work (EFAW)	75.00	77.50	S	1,331
First Aid at Work (FAW)	176.00	181.50	S	1,330
First Aid at Work Re-Qualification (RE-QUAL)	118.00	121.50	S	1,332
Institute of Occupational Safety and Health - Managing safety refresher (1 day)	214.00	220.50	S	1,448
Institute of Occupational Safety and Health - Managing safety	375.00	386.50	S	1,333
Institute of Occupational Safety and Health - Working safety	134.00	138.00	S	1,334
Institute of Occupational Safety and Health - Working safety passport	27.00	28.00	S	1,335

**Fees and Charges**

Printed Date: 03/02/2022      Last modified: 03/02/2022

**Meals On Wheels**

**Luncheon Clubs**

[2021/22 Charge](#)   [2022/23 Charge](#)   [VAT](#)   [Record](#)

**Service Fees**

Charge Per Meal      4.00      4.00      0      609

**Meals on Wheels**

[2021/22 Charge](#)   [2022/23 Charge](#)   [VAT](#)   [Record](#)

**Service Fees**

Charge for Sandwich      1.80      1.80      0      1,683  
Charge Per Meal      4.00      4.00      0      608

**Fees and Charges**

Printed Date: 03/02/2022      Last modified: 03/02/2022

**OPAL Group (High Needs)**

**OPAL Group (High Needs)**

**Attendance Fees (Daily Charge)**

**2021/22 Charge    2022/23 Charge    VAT    Record**

Fordbridge Day Centre	40.00	40.00	0	1,691
Greeno Day Centre	40.00	40.00	0	1,692

**Fees and Charges**

Printed Date: 03/02/2022      Last modified: 03/02/2022

**Span**

**Span**

**2021/22 Charge**    **2022/23 Charge**    **VAT**    **Record**

**Service Fees (Weekly Charge)**

Individual Customers In The Spelthorne Area Who Have Lifeline Telephones      4.30      4.30      \*      606

## Corporate Policy & Resources

### Asset Management

#### Property Fees

2021/22 Charge    2022/23 Charge    VAT    Record

#### Work charges (general fees)

Consent under Lease (assignment, alterations etc.)	400.00	400.00	S	1,493
Disposal of Council land (at third party's request)	750.00	750.00	S	1,496
Entering into a new Lease	750.00	750.00	S	1,487
Entering into a new Licence	400.00	400.00	S	1,488
Lease Renewal (substantially new terms)	600.00	600.00	S	1,489
Lease Renewal (substantially same terms as before)	450.00	450.00	S	1,490
Licence Renewal (substantially new terms)	325.00	325.00	S	1,491
Licence Renewal (substantially same terms as before)	250.00	250.00	S	1,492
New Wayleave, Easement etc.	500.00	500.00	S	1,494
Regularisation of encroachment	500.00	500.00	S	1,495

#### Work charges (third sector fees)

Consent under Lease (assignment, alterations etc.)	200.00	200.00	S	1,503
Disposal of Council land (at third party's request)	750.00	750.00	S	1,506
Entering into a new Lease	375.00	375.00	S	1,497
Entering into a new Licence	200.00	200.00	S	1,498
Lease Renewal (substantially new terms)	300.00	300.00	S	1,499
Lease Renewal (substantially same terms as before)	225.00	225.00	S	1,500
Licence Renewal (substantially new terms)	160.00	160.00	S	1,501
Licence Renewal (substantially same terms as before)	125.00	125.00	S	1,502
New Wayleave, Easement etc.	250.00	250.00	S	1,504
Regularisation of encroachment	250.00	250.00	S	1,505

## Economic Development

### Staines Market

#### Markets

2021/22 Charge    2022/23 Charge    VAT    Record

#### Staines High Street

Ad Hoc Rentals (Price on Application)			S	1,425
Casual Pitch (Friday)	46.00	46.00	S	1,252
Casual Pitch (Saturday)	51.00	51.00	S	109
Casual Pitch (Wednesday)	46.00	46.00	S	108
Permanent Pitch (Friday)	41.00	41.00	S	111
Permanent Pitch (Saturday)	46.00	46.00	S	110
Permanent Pitch (Wednesday)	41.00	41.00	S	1,253

**Fees and Charges**

Printed Date: 03/02/2022      Last modified: 03/02/2022

**Environment & Sustainability**

**Abandoned Vehicles**

**Abandoned Vehicles**

[2021/22 Charge](#)   [2022/23 Charge](#)   [VAT](#)   [Record](#)

**Collection Fee**

Collection And Disposal From Private Property

120.00      130.00      0      106

**Miscellaneous**

[2021/22 Charge](#)   [2022/23 Charge](#)   [VAT](#)   [Record](#)

**Collection Fee**

Supermarket Trolleys - Collection Charge Per Trolley

75.00      80.00      S      750



**Fees and Charges**

Printed Date: 03/02/2022

Last modified: 03/02/2022

**Allotments**

**Allotments**

**2021/22 Charge**   **2022/23 Charge**   **VAT**   **Record**

**Rental**

Gate Key Deposit	21.00	22.00	0	39
With Piped Water (Per 25.29Sq Meter Per Annum)	15.30	15.76	0	37
Without Piped Water (Per 25.29Sq Meter Per Annum)	12.15	12.51	0	38

**Fees and Charges**

Printed Date: 03/02/2022      Last modified: 03/02/2022

**Grounds Maintenance**

**Spelthorne In Bloom**

**Spelthorne In Bloom**

	2021/22 Charge	2022/23 Charge	VAT	Record
a) Hanging Basket - Winter	38.00	39.00	0	962
b) Window Box - Winter	58.00	60.00	0	966
c) Hanging Basket - Summer	62.00	64.00	0	961
d) Window Box - Summer	96.00	99.00	0	965
e) Round Basket - Winter	46.00	47.50	0	1,507
f) Round Basket - Summer	68.00	70.00	0	1,508

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Parks Strategy

### All Recreation Grounds

2021/22 Charge 2022/23 Charge VAT Record

#### Filming Rights

Still Photography Per Hour (Price on Application)			S	142
TV Or Films (Per Day Or Part Of) (Price on Application)			S	141

### Fitness & Personal Training Fees & Licences

Details of fees & charges available at [www.spelthorne.gov.uk/fitnesstrainingfees](http://www.spelthorne.gov.uk/fitnesstrainingfees)

#### Football

Adult booking (per 1/2 season)	1,060.00	1,075.90	E	1,479
Adult booking (per season, payable in 3 instalments)	2,121.00	2,152.80	E	1,478
Adult individual bookings	100.00	101.50	S	621
Junior booking (per 1/2 season) NO pavilion	379.00	384.70	E	1,483
Junior booking (per 1/2 season) with pavilion use	530.25	538.20	E	1,481
Junior booking (per season, payable in 3 instalments) NO pavilion	757.50	768.40	E	1,482
Junior booking (per season, payable in 3 instalments) with pavilion use	1,060.50	1,076.40	E	1,480
Junior individual bookings NO pavilion	35.00	35.50	S	639
Junior individual bookings with pavilion use	51.00	51.80	S	638

#### Funfairs

Daily Hire Charge	755.00	778.00	E	145
Deposit Against Damage	1,508.50	1,554.00	O	144

### Tennis (Price on Application)

Hire of court for private coaching (per hour per court)			S	792
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## Parks Strategy

### All Recreation Grounds

#### Usage of Parks

Hire of park for non-charity events

	2021/22 Charge	2022/23 Charge	VAT	Record
	572.00	589.00	E	1,329

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

# Planning Development Control

## A) Pre-Application Charges

2021/22 Charge

2022/23 Charge

VAT

Record

### a) Householder Applications - Advice (Written)

Householder advice on acceptability of a proposal 85.00 95.00 S 1,249

### b) Householder Applications - Other

Site Visit and advice on historic buildings 150.00 180.00 S 1,251

### bb) Trees

Site visit and advice on trees - development site 300.00 350.00 S 1,673

Site visit and advice on trees - householder 100.00 110.00 S 1,250

Page

### c) Planning Investigation/Research - Commercial Organisations Only

Investigation/ Research Requiring Both Office And Site Based Work Per Hr 250.00 300.00 S 667

Investigation/ Research Requiring Office Based Work Only Per Hr 200.00 240.00 S 666

### d) Planning Investigation/Research - Service Fees

High Hedge Legislation 650.00 680.00 S 665

### e) Written Advice (Initial advice plus one additional response)

01) Single New Dwelling/Replacement Dwelling 295.00 297.00 S 1,303

02) Minor Proposals - 2 - 3 dwellings 450.00 455.00 S 780

02b) Larger Minor Proposal (4-9 dwellings) or up to 1000 sq m commercial/other new build 900.00 905.00 S 1,672

03) Major Proposals - 10+ dwellings or 1,000 - 2,000 sq m commercial/other new build 1,300.00 1,600.00 S 779

04) Strategic Proposals - 50+ dwellings or +2,000 sq m commercial/other new build 2,300.00 2,800.00 S 778

05) Dropped kerbs - confirmation whether planning permission required 65.00 68.00 S 1,322

06) Advertisements, per advertisement 125.00 135.00 S 1,422

07) Other Miscellaneous developments (as agreed by the Planning Development Management) 130.00 150.00 S 1,423

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

# Planning Development Control

## A) Pre-Application Charges

2021/22 Charge    2022/23 Charge    VAT    Record

### f) Meetings (charge per meeting)

01) Single New Dwelling/Replacement Dwelling	365.00	367.00	S	1,304
02) Minor Proposal (2-3 dwellings)	600.00	650.00	S	777
02b) Large Minor Proposal (4-9 dwellings) or up to 1000 sq m commercial/other new build	1,200.00	1,250.00	S	1,671
03) Major Proposal 10 - 49 dwellings or 1,000 - 2,000 sq m commercial / other new build	1,900.00	2,200.00	S	776
05) Strategic Proposals (+50 dwellings or +2000 sq m commercial)	3,150.00	3,400.00	S	774
06) Strategic Proposals (+50 dwellings or +2000 sq m commercial) where Head of Service attends	3,450.00	3,650.00	S	775
07) Advertisements	370.00	375.00	S	1,424
08) Planning Performance Agreements for major/complex proposals (Terms to be agreed)			S	1,454

## C) Planning Miscellaneous Fees

2021/22 Charge    2022/23 Charge    VAT    Record

### a) Photocopying Charges For Current Applications

01) A4 - First Sheet	3.60	3.60	S	654
02) A4 - Each Subsequent Sheet	1.10	1.10	S	655
03) A3 - First Sheet	4.60	4.60	S	656
04) A3 - Each Subsequent Sheet	1.30	1.30	S	657
05) A2 - First Sheet	21.00	21.00	S	658
06) A2 - Each Subsequent Sheet	3.15	3.15	S	659
07) A1 - First Sheet	21.00	21.00	S	660
08) A1 - Each Subsequent Sheet	4.20	4.20	S	661
09) A0 - First Sheet	21.00	21.00	S	662
10) A0 - Each Subsequent Sheet	5.70	5.70	S	663

### b) Service Fees

Planning Decision Notice and copies of TPO's (Each)	32.00	32.00	S	651
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**Fees and Charges**

Printed Date: 03/02/2022

Last modified: 03/02/2022

**Planning Development Control**

**C) Planning Miscellaneous Fees**

**c) Publicity Schedule Of Planning Proposals**

**2021/22 Charge**   **2022/23 Charge**   **VAT**   **Record**

	2021/22 Charge	2022/23 Charge	VAT	Record
By email	0.00	0.00	S	1,282
Paper Copy	110.00	110.00	S	664

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Public Halls

### Shepperton Hall

2021/22 Charge    2022/23 Charge    VAT    Record

#### Community Use (9am to Midnight) (Hire to local groups)

Mon-Fri 9am to 5pm per hour	20.00	21.00	E	641
Mon-Fri After 5pm per hour	21.50	22.00	E	642
Sat 9am to 6pm per hour	25.25	26.50	E	643
Sat After 6pm per hour	43.00	44.30	E	644
Sunday 9am to 10.30pm per hour	43.00	44.30	E	645

#### Semi Commercial Use (9am to Midnight) (Commercial firms providing a community benefit)

Mon-Fri 9am to 5pm per hour	27.00	27.80	E	1,006
Mon-Fri After 5pm per hour	29.90	30.80	E	1,016
Sat 9am to 6pm per hour	32.45	33.42	E	1,021
Sat After 6pm per hour	55.40	57.00	E	1,031
Sunday 9am to 10.30pm per hour	55.40	57.00	E	1,221



## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Refuse Collection

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Collection of Contaminated bins

Initial charge	204.00	210.00	O	1,675
Per Bin lift	20.00	21.00	O	1,676

### Collection of contaminated waste bins

Excess waste per bin lift	20.00	21.00	O	1,677
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[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Collection of contaminated communal 140ltr food textile WEEE bins

Initial charge	30.00	O	1,689
Per Bin lift	10.00	O	1,690

## Domestic

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Purchase of Bins for New Development

1100 L - Plastic Recycle With Aperture	347.00	S	1,687
140L- Food Waste	61.00	S	1,674

### Purchase of bins for New Developments

a) 140L - Plastic	61.00	S	793
b) 240L - Plastic	63.00	S	794
c) 660L - Plastic	270.00	S	795
d) 1100L - Plastic	322.00	S	796
e) 1100L - Metal	431.00	S	1,455

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Refuse Collection

### Domestic

2021/22 Charge    2022/23 Charge    VAT    Record

### Service Fees

Annual Charge for 240ltr Green Waste Bin	58.00	60.00	O	756
Annual Charge for 660ltr Green Waste Bin	151.00	156.00	O	1,314
Annual charge for emptying of 2nd & 3rd 240L garden bin	32.00	33.00	O	1,513
Annual Charge for Green Waste Sack	40.00	41.00	O	757
Bulky Items (Excess) And Other Items By Arrangement	176.00	181.00	O	755
Provision of a waste skip - on private land	260.00	268.00	S	1,312
Replacement AWC Bin	61.00	63.00	O	751
Sale of new 240ltr Green Waste Bin to new scheme members	26.00	27.00	O	1,309
Sale of second hand 240ltr Green waste bin (if available)	15.00	15.50	O	1,457

### Non - Domestic

2021/22 Charge    2022/23 Charge    VAT    Record

### Non - Domestic Properties only, not commercial waste (charge for the emptying of each individual bin per occasion)

a) Rubbish 240ltr bin	11.75	12.00	O	787
b) Rubbish 660ltr bin	13.80	14.20	O	788
c) Rubbish - Large 1100ltr bin	13.80	14.20	O	937
d) Recycling 240ltr bin	4.20	4.30	O	938
e) Recycling 660ltr bin	5.25	5.40	O	939
f) Recycling - Large 1100ltr bin	6.30	6.50	O	940
g) Food Waste - up to 240ltr bin	4.25	4.40	O	1,306

## Refuse Collection

### Non - Domestic

2021/22 Charge    2022/23 Charge    VAT    Record

#### Non - Domestic Properties only, not commercial waste (disposal cost of each individual bin per occasion)

a) Rubbish 240ltr bin	1.60	1.65	0	1,458
b) Rubbish 660ltr bin	4.20	4.35	0	1,459
c) Rubbish - Large 1100ltr bin	7.35	7.60	0	1,460
d) Recycling 240ltr bin	1.20	1.25	0	1,461
e) Recycling 660ltr bin	3.20	3.30	0	1,462
f) Recycling - Large 1100ltr bin	5.25	5.40	0	1,463
g) Food Waste - up to 140ltr bin	3.20	3.30	0	1,464

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Neighbourhood Services

### Building Control

#### Building Control

#### Building Control

Sale Of Approval Notices

23.00 24.00 S 357

#### Building Control Research

Additional Copies of Documents/Notices

28.00 29.00 S 360

Historical Research Per Hr (Inc 4 Copies)

71.00 73.00 S 359

## Charges For Certain Small Buildings And Extensions - Additional Charge (Non Part P Electrician)

01 Extensions Under 10m2 (single storey)

300.00 300.00 S 1,074

02 Extensions 10m2 - 40m2 (single storey)

300.00 300.00 S 1,075

03 Extensions 40m2 - 100m2 (single storey)

300.00 300.00 S 1,076

04 Two storey extension not exceeding 40m2

300.00 300.00 S 1,077

05 Two storey extension 40m2 - 100m2

300.00 300.00 S 1,078

06 Two storey extension 100m2 to 200m2

300.00 300.00 S 1,080

07 Loft conversion without dormers (max 60m2)

300.00 300.00 S 1,081

08 Loft conversion that includes a dormer or changes to roof line (max 60m2)

300.00 300.00 S 1,082

09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2

300.00 300.00 S 1,083

10 Erection of a single storey domestic garage extension or carport up to 100m2

300.00 300.00 S 1,084

11 Conversion of a domestic garage to habitable rooms (max 40m2)

300.00 300.00 S 1,085

12 Alterations to extend or create a basement up to 100m2

300.00 300.00 S 1,086

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Building Control

### Building Control

#### Charges For Certain Small Buildings And Extensions - Building Notice Charge (Note 1)

	2021/22 Charge	2022/23 Charge	VAT	Record
00 No Fee Required i.e. Cavity Wall	0.00	0.00	S	227
01 Extensions Under 10m2 (single storey)	668.00	688.00	S	228
02 Extensions 10m2 - 40m2 (single storey)	967.00	996.00	S	229
03 Extensions 40m2 - 100m2 (single storey)	1,136.00	1,170.00	S	230
04 Two storey extension not exceeding 40m2	1,136.00	1,170.00	S	231
05 Two storey extension 40m2 - 100m2	1,437.00	1,480.00	S	232
06 Two storey extension 100m2 to 200m2	1,704.00	1,755.00	S	1,046
07 Loft conversion without dormers (max 60m2)	798.00	822.00	S	1,047
08 Loft conversion that includes a dormer or changes to roof line (max 60m2)	946.00	974.00	S	1,048
09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2	529.00	545.00	S	1,049
10 Erection of a single storey domestic garage extension or carport up to 100m2	628.00	647.00	S	1,050
11 Conversion of a domestic garage to habitable rooms (max 40m2)	744.00	766.00	S	1,051
12 Alterations to extend or create a basement up to 100m2	1,456.00	1,500.00	S	1,052

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Building Control

### Building Control

#### Charges For Certain Small Buildings And Extensions - Inspection Charge

	2021/22 Charge	2022/23 Charge	VAT	Record
00 No Fee Required i.e. Cavity Wall	0.00	0.00	S	220
01 Extensions Under 10m2 (single storey)	468.00	488.00	S	221
02 Extensions 10m2 - 40m2 (single storey)	767.00	696.00	S	222
03 Extensions 40m2 - 100m2 (single storey)	836.00	870.00	S	223
04 Two storey extension not exceeding 40m2	836.00	870.00	S	224
05 Two storey extension 40m2 - 100m2	1,137.00	1,180.00	S	225
06 Two storey extension 100m2 to 200m2	1,404.00	1,455.00	S	1,053
07 Loft conversion without dormers (max 60m2)	598.00	522.00	S	1,054
08 Loft conversion that includes a dormer or changes to roof line (max 60m2)	746.00	674.00	S	1,055
09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2	329.00	345.00	S	1,056
10 Erection of a single storey domestic garage extension or carport up to 100m2	428.00	447.00	S	1,057
11 Conversion of a domestic garage to habitable rooms (max 40m2)	544.00	466.00	S	1,058
12 Alterations to extend or create a basement up to 100m2	1,156.00	1,200.00	S	1,059

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Building Control

### Building Control

#### Charges For Certain Small Buildings And Extensions - Plan Charge

	2021/22 Charge	2022/23 Charge	VAT	Record
00 No Fee Required i.e. Cavity Wall	0.00	0.00	S	213
01 Extensions Under 10m2 (single storey)	200.00	200.00	S	214
02 Extensions 10m2 - 40m2 (single storey)	200.00	300.00	S	215
03 Extensions 40m2 - 100m2 (single storey)	300.00	300.00	S	216
04 Two storey extension not exceeding 40m2	300.00	300.00	S	217
05 Two storey extension 40m2 - 100m2	300.00	300.00	S	218
06 Two storey extension 100m2 to 200m2	300.00	300.00	S	1,060
07 Loft conversion without dormers (max 60m2)	200.00	300.00	S	1,061
08 Loft conversion that includes a dormer or changes to roof line (max 60m2)	200.00	300.00	S	1,062
09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2	200.00	200.00	S	1,063
10 Erection of a single storey domestic garage extension or carport up to 100m2	200.00	200.00	S	1,064
11 Conversion of a domestic garage to habitable rooms (max 40m2)	200.00	300.00	S	1,065
12 Alterations to extend or create a basement up to 100m2	300.00	300.00	S	1,066

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Building Control

### Building Control

2021/22 Charge 2022/23 Charge VAT Record

### Charges For Certain Small Buildings And Extensions - Regularisations (Note 2)

00 No Fee Required i.e. Cavity Wall	0.00	0.00	O	234
01 Extensions Under 10m2 (single Storey)	835.00	860.00	O	235
02 Extensions 10m2 - 40m2 (single Storey)	1,209.00	1,245.00	O	236
03 Extensions 40m2 - 100m2 (single storey)	1,420.00	1,463.00	O	237
04 Two storey extension not exceeding 40m2	1,420.00	1,463.00	O	238
05 Two storey extension 40m2 - 100m2	1,796.00	1,850.00	O	239
06 Two storey extension 100m2 to 200m2	2,130.00	2,194.00	O	1,067
07 Loft conversion without dormers (max 60m2)	998.00	1,028.00	O	1,068
08 Loft conversion that includes a dormer or changes to roof line (max 60m2)	1,182.00	1,217.00	O	1,069
09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2	661.00	681.00	O	1,070
10 Erection of a single storey domestic garage extension or carport up to 100m2	785.00	809.00	O	1,071
11 Conversion of a domestic garage to habitable rooms (max 40m2)	930.00	957.00	O	1,072
12 Alterations to extend or create a basement up to 100m2	1,820.00	1,875.00	O	1,073

32

### Street Numbering & Re-Numbering

a) Renaming Property Per Property	60.00	62.00	O	367
b) Single Property	97.00	100.00	O	363
c) 2-5 Properties	137.00	141.00	O	364
d) 6-10 Properties	193.00	199.00	O	365
e) 11 Plus Properties (£100 plus an additional £2 per property up to a max of £300)	193.00	199.00	O	366

### Domestic Alterations to a Single Building - Building Notice Charge

2021/22 Charge 2022/23 Charge VAT Record

### Electrical work (non competent persons scheme)

Any electrical work	401.00	413.00	S	1,115
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## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Building Control

### Domestic Alterations to a Single Building - Building Notice Charge

2021/22 Charge 2022/23 Charge VAT Record

#### Internal alterations, installation of fittings (not electrical) and/or structural alterations

01 Estimated cost less than £5,000	433.00	446.00	S	1,109
02 Estimated cost exceeding £5,000 and up to £25,000	680.00	700.00	S	1,110
03 Estimated cost exceeding £25,001 and up to £50,000	891.00	918.00	S	1,111
04 Estimated cost exceeding £50,001 and up to £75,000	1,384.00	1,426.00	S	1,112

### Renovation of thermal element

Renovation of thermal element to a single dwelling	433.00	446.00	S	1,108
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### Underpinning

Underpinning (POA)	0.00	0.00	S	1,107
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### Window replacement (non competent persons scheme)

Per installation over 20 windows	360.00	371.00	S	1,114
Per installation up to 20 windows	246.00	253.00	S	1,113

### Domestic Alterations to a Single Building - Inspection Charge

2021/22 Charge 2022/23 Charge VAT Record

#### Electrical work (non competent persons scheme)

Any electrical work (Inc in Plan Charge)	0.00	0.00	S	1,105
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#### Internal alterations, installation of fittings (not electrical) and/or structural alterations

01 Estimated cost less than £5,000 (Inc in Plan Charge)	0.00	0.00	S	1,099
02 Estimated cost exceeding £5,000 and up to £25,000 (Inc in Plan Charge)	480.00	500.00	S	1,100
03 Estimated cost exceeding £25,001 and up to £50,000	691.00	618.00	S	1,101
04 Estimated cost exceeding £50,001 and up to £75,000	1,084.00	1,126.00	S	1,102

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

### Building Control

#### Domestic Alterations to a Single Building - Inspection Charge

2021/22 Charge 2022/23 Charge VAT Record

#### Renovation of thermal element

Renovation of thermal element to a single dwelling (Inc in Plan Charge) 0.00 0.00 S 1,098

#### Underpinning

Underpinning (Price on Application) 0.00 0.00 S 1,097

#### Window replacement (non competent persons scheme)

Per installation over 20 windows (Inc in Plan Charge) 0.00 0.00 S 1,104

Per installation up to 20 windows (Inc in Plan Charge) 0.00 0.00 S 1,103

#### Domestic Alterations to a Single Building - Plan Charge

2021/22 Charge 2022/23 Charge VAT Record

#### Electrical work (non competent persons scheme)

Any electrical work 401.00 413.00 S 1,095

#### Internal alterations, installation of fittings (not electrical) and/or structural alterations

01 Estimated cost less than £5,000 433.00 446.00 S 1,089

02 Estimated cost exceeding £5,000 and up to £25,000 200.00 200.00 S 1,090

03 Estimated cost exceeding £25,001 and up to £50,000 200.00 300.00 S 1,091

04 Estimated cost exceeding £50,001 and up to £75,000 300.00 300.00 S 1,092

#### Renovation of thermal element

Renovation of thermal element to a single dwelling 433.00 446.00 S 1,088

#### Underpinning

Underpinning (POA) 0.00 0.00 S 1,087

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

### Building Control

#### Domestic Alterations to a Single Building - Plan Charge

2021/22 Charge 2022/23 Charge VAT Record

#### Window replacement (non competent persons scheme)

Per installation over 20 windows	360.00	371.00	S	1,094
Per installation up to 20 windows	246.00	253.00	S	1,093

#### Domestic Alterations to a Single Building - Regularisation Charge

2021/22 Charge 2022/23 Charge VAT Record

#### Electrical work (non competent persons scheme)

Any electrical work	501.00	516.00	O	1,125
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#### Internal alterations, installation of fittings (not electrical) and/or structural alterations

01 Estimated cost less than £5,000	541.00	557.00	O	1,119
02 Estimated cost exceeding £5,000 and up to £25,000	850.00	875.00	O	1,120
03 Estimated cost exceeding £25,001 and up to £50,000	1,114.00	1,148.00	O	1,121
04 Estimated cost exceeding £50,001 and up to £75,000	1,730.00	1,782.00	O	1,122

#### Renovation of thermal element

Renovation of thermal element to a single dwelling	541.00	557.00	O	1,118
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#### Underpinning

Underpinning (POA)	0.00	0.00	O	1,117
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#### Window replacement (non competent persons scheme)

Per installation over 20 windows	450.00	464.00	O	1,124
Per installation up to 20 windows	308.00	316.00	O	1,123

#### Non Domestic Alterations - Inspection Charge

2021/22 Charge 2022/23 Charge VAT Record

## Building Control

### Non Domestic Alterations - Inspection Charge

2021/22 Charge 2022/23 Charge VAT Record

#### Alterations not described elsewhere including structural alterations and installation of controlled fittings

01	Estimated cost up to £5,000 (Included in Plan Charge)	0.00	0.00	S	1,194
02	Estimated cost exceeding £5,000 and up to £25,000	529.00	451.00	S	1,195
03	Estimated cost exceeding £25,000 and up to £50,000	895.00	828.00	S	1,196
04	Estimated cost exceeding £50,000 and up to £100,000	1,096.00	1,138.00	S	1,197
05	Estimated cost exceeding £100,000 and up to £150,000	1,294.00	1,292.00	S	1,198
06	Installation of a Mezzanine floor up to 500m2	827.00	861.00	S	1,199

### Office / Shop fit out

01	Floor area up to 500m2	594.00	518.00	S	1,200
02	Floor area 500m2 to1000m2	827.00	861.00	S	1,201
03	Change of use of a Building (charged in addition to the above works)(Included in Plan Charge)	0.00	0.00	S	1,202

### Renovation of thermal element

01	Estimated cost up to £50,000 (Included in Plan Charge)	0.00	0.00	S	1,191
02	Estimated cost exceeding £50,001 and up to £100,000	429.00	348.00	S	1,192
03	Estimated cost exceeding £100,001 and up to £250,000	529.00	451.00	S	1,193

### Window replacement (non competent persons scheme).

	Per installation over 20 windows (Included in Plan Charge)	0.00	0.00	S	1,190
	Per installation up to 20 windows (Included in Plan Charge)	0.00	0.00	S	1,189

### Non Domestic Alterations - Plan Charge

2021/22 Charge 2022/23 Charge VAT Record

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Building Control

### Non Domestic Alterations - Plan Charge

2021/22 Charge 2022/23 Charge VAT Record

#### Alterations not described elsewhere including structural alterations and installation of controlled fittings

01 Estimated cost up to £5,000	503.00	518.00	S	1,180
02 Estimated cost exceeding £5,000 and up to £25,000	200.00	300.00	S	1,181
03 Estimated cost exceeding £25,000 and up to £50,000	200.00	300.00	S	1,182
04 Estimated cost exceeding £50,000 and up to £100,000	300.00	300.00	S	1,183
05 Estimated cost exceeding £100,000 and up to £150,000	300.00	350.00	S	1,184
06 Installation of a Mezzanine floor up to 500m2	300.00	300.00	S	1,185

### Office / Shop fit out

01 Floor area up to 500m2	200.00	300.00	S	1,186
02 Floor area 500m2 to1000m2	300.00	300.00	S	1,187
03 Change of use of a Building (charged in addition to the above works)	300.00	300.00	S	1,188

### Renovation of thermal element

01 Estimated cost up to £50,000	468.00	482.00	S	1,177
02 Estimated cost exceeding £50,001 and up to £100,000	200.00	300.00	S	1,178
03 Estimated cost exceeding £100,001 and up to £250,000	200.00	300.00	S	1,179

### Window replacement (non competent persons scheme).

Per installation over 20 windows	360.00	371.00	S	1,176
Per installation up to 20 windows	246.00	253.00	S	1,175

### Non Domestic Alterations - Regularisation Charge

2021/22 Charge 2022/23 Charge VAT Record

## Building Control

### Non Domestic Alterations - Regularisation Charge

2021/22 Charge 2022/23 Charge VAT Record

#### Alterations not described elsewhere including structural alterations and installation of controlled fittings

01 Estimated cost up to £5,000	629.00	647.00	0	1,208
02 Estimated cost exceeding £5,000 and up to £25,000	911.00	939.00	0	1,209
03 Estimated cost exceeding £25,000 and up to £50,000	1,369.00	1,410.00	0	1,210
04 Estimated cost exceeding £50,000 and up to £100,000	1,745.00	1,797.00	0	1,211
05 Estimated cost exceeding £100,000 and up to £150,000	1,992.00	2,052.00	0	1,212
06 Installation of a Mezzanine floor up to 500m2	1,409.00	1,451.00	0	1,213

### Office / Shop fit out

01 Floor area up to 500m2	992.00	1,022.00	0	1,214
02 Floor area 500m2 to1000m2	1,409.00	1,451.00	0	1,215
03 Change of use of a Building (charged in addition to the above works)	300.00	300.00	0	1,216

### Renovation of thermal element

01 Estimated cost up to £50,000	585.00	603.00	0	1,205
02 Estimated cost exceeding £50,001 and up to £100,000	786.00	810.00	0	1,206
03 Estimated cost exceeding £100,001 and up to £250,000	911.00	939.00	0	1,207

### Window replacement (non competent persons scheme).

Per installation over 20 windows	450.00	464.00	0	1,204
Per installation up to 20 windows	308.00	316.00	0	1,203

### Non Domestic Extensions and New Build - Inspection Charge

2021/22 Charge 2022/23 Charge VAT Record

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Building Control

### Non Domestic Extensions and New Build - Inspection Charge

#### All Other Use Classes

	2021/22 Charge	2022/23 Charge	VAT	Record
01 Floor Area not exceeding 10m2	703.00	630.00	S	1,167
02 Floor area exceeding 10m2 but not exceeding 40m2	889.00	772.00	S	1,168
03 Floor area exceeding 40m2 but not exceeding 100m2	1,037.00	1,027.00	S	1,169
04 Floor area exceeding 100m2 but not exceeding 200m2	1,370.00	1,370.00	S	1,170

### Assembly and Recreational Use & Other Residential (Institution and Other)

01 Floor Area not exceeding 10m2	734.00	692.00	S	1,143
02 Floor area exceeding 10m2 but not exceeding 40m2	1,037.00	1,027.00	S	1,144
03 Floor area exceeding 40m2 but not exceeding 100m2	1,504.00	1,508.00	S	1,145
04 Floor area exceeding 100m2 but not exceeding 200m2	1,921.00	1,989.00	S	1,146

#### Industrial and Storage Use

01 Floor Area not exceeding 10m2 (Inc in Plan Charge)	0.00	0.00	S	1,155
02 Floor area exceeding 10m2 but not exceeding 40m2	535.00	407.00	S	1,156
03 Floor area exceeding 40m2 but not exceeding 100m2	800.00	680.00	S	1,157
04 Floor area exceeding 100m2 but not exceeding 200m2	936.00	820.00	S	1,158

### Non Domestic Extensions and New Build - Plan Charge

#### All Other Use Classes

	2021/22 Charge	2022/23 Charge	VAT	Record
01 Floor Area not exceeding 10m2	200.00	300.00	S	1,163
02 Floor area exceeding 10m2 but not exceeding 40m2	200.00	350.00	S	1,164
03 Floor area exceeding 40m2 but not exceeding 100m2	300.00	350.00	S	1,165
04 Floor area exceeding 100m2 but not exceeding 200m2	300.00	350.00	S	1,166

## Building Control

### Non Domestic Extensions and New Build - Plan Charge

2021/22 Charge 2022/23 Charge VAT Record

#### Assembly and Recreational Use & Other Residential (Institution and Other)

01 Floor Area not exceeding 10m2	200.00	300.00	S	1,139
02 Floor area exceeding 10m2 but not exceeding 40m2	300.00	350.00	S	1,140
03 Floor area exceeding 40m2 but not exceeding 100m2	300.00	350.00	S	1,141
04 Floor area exceeding 100m2 but not exceeding 200m2	350.00	350.00	S	1,142

#### Industrial and Storage Use

01 Floor Area not exceeding 10m2	598.00	616.00	S	1,151
02 Floor area exceeding 10m2 but not exceeding 40m2	200.00	350.00	S	1,152
03 Floor area exceeding 40m2 but not exceeding 100m2	200.00	350.00	S	1,153
04 Floor area exceeding 100m2 but not exceeding 200m2	200.00	350.00	S	1,154

### Non Domestic Extensions and New Build - Regularisation Charge

2021/22 Charge 2022/23 Charge VAT Record

#### All Other Use Classes

01 Floor Area not exceeding 10m2	1,129.00	1,163.00	O	1,171
02 Floor area exceeding 10m2 but not exceeding 40m2	1,361.00	1,402.00	O	1,172
03 Floor area exceeding 40m2 but not exceeding 100m2	1,671.00	1,721.00	O	1,173
04 Floor area exceeding 100m2 but not exceeding 200m2	2,087.00	2,150.00	O	1,174

#### Assembly and Recreational Use & Other Residential (Institution and Other)

01 Floor Area not exceeding 10m2	1,167.00	1,240.00	O	1,147
02 Floor area exceeding 10m2 but not exceeding 40m2	1,671.00	1,721.00	O	1,148
03 Floor area exceeding 40m2 but not exceeding 100m2	2,255.00	2,322.00	O	1,149
04 Floor area exceeding 100m2 but not exceeding 200m2	2,839.00	2,924.00	O	1,150



## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Building Control

### Non Domestic Extensions and New Build - Regularisation Charge

2021/22 Charge 2022/23 Charge VAT Record

### Industrial and Storage Use

01 Floor Area not exceeding 10m2	759.00	770.00	O	1,159
02 Floor area exceeding 10m2 but not exceeding 40m2	919.00	946.00	O	1,160
03 Floor area exceeding 40m2 but not exceeding 100m2	1,250.00	1,287.00	O	1,161
04 Floor area exceeding 100m2 but not exceeding 200m2	1,420.00	1,462.00	O	1,162

### Small Domestic Buildings - Building Notices (New Dwellings Up To 300M2

Each)

2021/22 Charge 2022/23 Charge VAT Record

### Number Of Dwellings

a) 1	1,438.00	1,481.00	S	191
b) 2	1,936.00	1,994.00	S	192
c) 3	2,271.00	2,339.00	S	193
d) 4	2,606.00	2,684.00	S	194
e) 5	3,040.00	3,131.00	S	195
f) 6	3,473.00	3,577.00	S	196
g) 7	3,841.00	3,956.00	S	197
h) 8	4,210.00	4,336.00	S	198
i) 9	4,576.00	4,713.00	S	199
j) 10	4,943.00	5,091.00	S	200
k) exceeding 10 - Price on Application	0.00	0.00	S	201

### Small Domestic Buildings - Inspection Charge (New Dwellings Up To 300M2

Each)

2021/22 Charge 2022/23 Charge VAT Record

**Fees and Charges**

Printed Date: 03/02/2022      Last modified: 03/02/2022

**Building Control**

**Small Domestic Buildings - Inspection Charge (New Dwellings Up To 300M2 Each)**

**Number Of Dwellings**

	2021/22 Charge	2022/23 Charge	VAT	Record
a) 1	1,138.00	1,181.00	S	169
b) 2	1,636.00	1,694.00	S	170
c) 3	1,971.00	2,039.00	S	171
d) 4	2,106.00	2,184.00	S	172
e) 5	2,540.00	2,631.00	S	173
f) 6	2,973.00	2,577.00	S	174
g) 7	3,341.00	2,956.00	S	175
h) 8	3,710.00	3,336.00	S	176
i) 9	4,076.00	3,713.00	S	177
j) 10	4,443.00	4,091.00	S	178
k) exceeding 10 - Price on Application	0.00	0.00	S	179

**Small Domestic Buildings - Plan Charge (New Dwellings Up To 300M2 Each)**

**Number Of Dwellings**

a) 1	300.00	300.00	S	147
b) 2	300.00	300.00	S	148
c) 3	300.00	300.00	S	149
d) 4	500.00	500.00	S	150
e) 5	500.00	500.00	S	151
f) 6	500.00	1,000.00	S	152
g) 7	500.00	1,000.00	S	153
h) 8	500.00	1,000.00	S	154
i) 9	500.00	1,000.00	S	155
j) 10	500.00	1,000.00	S	156
k) exceeding 10 - Price on Application	0.00	0.00	S	157

## Building Control

### Small Domestic Buildings - Regularisation Charge (New Dwellings Up To 300M2 Each)

#### Number Of Dwellings

2021/22 Charge      2022/23 Charge      VAT      Record

a) 1	1,797.00	1,850.00	0	1,035
b) 2	2,420.00	2,493.00	0	1,036
c) 3	2,839.00	2,924.00	0	1,037
d) 4	3,257.00	3,355.00	0	1,038
e) 5	3,780.00	3,893.00	0	1,039
f) 6	4,341.00	4,471.00	0	1,040
g) 7	4,801.00	4,945.00	0	1,041
h) 8	5,262.00	5,420.00	0	1,042
i) 9	5,720.00	5,892.00	0	1,043
j) 10	6,178.00	6,364.00	0	1,044
k) exceeding 10 (POA)	0.00	0.00	0	1,045

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Car Parks

### Ashford Multi-Storey

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Parking Fees

a) Up to 30 minutes	0.50	0.50	S	61
b) Up to 2 hours	1.00	1.00	S	62
c) Over 2 hours	3.00	3.00	S	63

### Season Tickets

a) 3 Months	60.00	60.00	S	65
b) 6 Months	100.00	100.00	S	66
c) 12 months	180.00	180.00	S	67

### Bumsey Meadow, Abbey Drive, The Broadway Laleham

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Pay And Display

a) Up to 1 hour	0.00	0.00	S	88
b) Up to 2 hours	1.50	1.50	S	89
c) Over 2 hours	2.00	2.00	S	90

### Green Street & Old Bathing Station, Sunbury

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Pay And Display

a) Up to 1 hour	0.00	0.00	S	1,466
b) Up to 2 hours	1.50	1.50	S	1,467
c) Over 2 hours	2.00	2.00	S	1,468

### Laleham Park/Thameside Car Parks

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Car Parks

### Laleham Park/Thameside Car Parks

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

#### Pay And Display

a) Up to 1 hour	0.50	0.50	S	1,229
b) Up to 2 hours	2.00	2.00	S	1,228
c) Up to 4 hours	3.00	3.00	S	1,230
d) Over 4 hours	7.00	7.00	S	1,231
e) 3 consecutive days	15.00	15.00	S	1,465

### Lammas Park

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

#### Pay And Display

a) Up to 1 hour	0.50	0.50	S	72
b) Up to 2 hours	2.00	2.00	S	71
c) Up to 4 hours	3.00	3.00	S	73
d) Over 4 hours	7.00	7.00	S	74

### Manor Park

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

#### Local Season Tickets

a) 3 Months	65.00	65.00	S	953
b) 6 months	80.00	80.00	S	954
c) 12 months	100.00	110.00	S	955

#### Pay and Display

a) Up to 1 hour	0.00	0.00	S	947
b) Up to 2 hours	1.50	1.50	S	948
c) Over 2 hours	2.00	2.00	S	949

### Orchard Meadow, Walled Garden & Thames Street Sunbury

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Car Parks

### Orchard Meadow, Walled Garden & Thames Street Sunbury

2021/22 Charge 2022/23 Charge VAT Record

#### Local Season Tickets

a) 3 Months	65.00	65.00	S	85
b) 6 Months	85.00	85.00	S	86
c) 12 Months	110.00	110.00	S	87

#### Pay And Display

a) Up to 1 hour	0.00	0.00	S	79
b) Up to 2 hours	1.50	1.50	S	80
c) Over 2 hours	2.00	2.00	S	81

#### Other

2021/22 Charge 2022/23 Charge VAT Record

#### Off Street Suspensions

Suspensions - reserved parking (one off admin fee)	30.00	30.00	S	98
Suspensions - Vehicle Charge Per Day	15.00	15.00	S	1,426

#### On Street Suspensions, Dispensations & Waivers

Dispensation grant for up to 3 days	15.00	25.00	S	97
Plus per day charge after 3 days	5.00	6.00	S	1,470
Suspension charge for up to 3 days (per bay or per 6 metres in length, whichever is shorter)	65.00	75.00	S	1,619
Suspension charge per day, after 3 days (per bay or per 6 metres in length, whichever shorter)	10.00	12.00	S	1,620

#### Other

Film Concessions (£15-£25 per vehicle per day - Price on application)			S	99
Lost Or Replacement Tickets & Entry/Exit Cards	14.00	14.00	S	100
On Street Resident Visitor permits (per day)	2.00	2.00	S	1,469

## Fees and Charges

Printed Date: 03/02/2022 Last modified: 03/02/2022

## Car Parks

**Penalties**      **2021/22 Charge**      **2022/23 Charge**      **VAT**      **Record**

### Penalty Bands

Full Band 1	70.00	70.00	S	56
Full Band 2	50.00	50.00	S	57
Mitigated Band 1	35.00	35.00	S	58
Mitigated Band 2	25.00	25.00	S	59

## Shepperton Village Hall

**2021/22 Charge**      **2022/23 Charge**      **VAT**      **Record**

### Local Season Tickets

a) 3 Months	65.00	65.00	S	1,471
b) 6 Months	85.00	85.00	S	1,472
c) 12 Months	110.00	110.00	S	1,473

## Play and Display

a) Up to 1 hour	0.00	0.00	S	950
b) Up to 2 hours	1.00	1.00	S	951
c) Over 2 hours	3.00	3.00	S	952

## Staines (Tothill MSCP, Elmsleigh Surface and Elmsleigh MSCP)

**2021/22 Charge**      **2022/23 Charge**      **VAT**      **Record**

### Pay & Display (Tothill MSCP) or Pay on Foot (Elmsleigh Surface and Elmsleigh MSCP)

a) Up to 1 Hour	1.00	1.00	S	1,621
b) Up to 2 Hours	2.00	2.00	S	1,622
c) Up to 3 Hours	3.00	3.00	S	1,623
d) Up to 4 Hours	4.00	4.00	S	1,624
e) Up to 5 Hours	7.00	7.00	S	1,625
f) Over 5 Hours	12.20	12.20	S	1,626
g) 7pm to 12 midnight (Elmsleigh Surface car park only)	2.00	2.00	S	1,627

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Car Parks

### Staines Long-Stay - Monday to Sunday 8am to 7pm

**2021/22 Charge** **2022/23 Charge** **VAT** **Record**

#### Pay And Display

a) Up to 1 hour	1.30	1.30	S	46
b) Up to 2 hours	2.30	2.30	S	47
c) Up to 3 hours	2.70	2.70	S	48
d) Up to 4 hours	3.50	3.50	S	1,427
e) Up to 5 Hours	3.70	3.70	S	49
f) Over 5 Hours	7.30	7.30	S	50
g) 5 days Monday to Friday only (Kingston Road only)	35.00	35.00	S	1,474

### Staines Long-Stay - Monday to Sunday Evening Charge

**2021/22 Charge** **2022/23 Charge** **VAT** **Record**

#### Staines - Town centre car parks

a) Sunday Charge (excludes Lammas Park)	2.00	2.00	S	1,311
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## Staines Pay and Display

**2021/22 Charge** **2022/23 Charge** **VAT** **Record**

### Contract Parking - Elmsleigh Road, South Street West, Tothill & Bridge Street

Up to 12 Months	830.00	830.00	S	991
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### Season Tickets - Kingston Road CP only - Railway Users

a) 3 Months	230.00	230.00	S	993
b) 12 Months	800.00	800.00	S	994

### Season Tickets - Staines (working in Staines)

a) 3 Months	205.00	205.00	S	52
b) 6 Months	380.00	380.00	S	53
c) 12 Months	715.00	715.00	S	54



## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Car Parks

### Staines Short-Stay

#### Pay And Display

	2021/22 Charge	2022/23 Charge	VAT	Record
a) Up to 1 hour	1.30	1.30	S	40
b) Up to 2 hours	2.30	2.30	S	41
c) Up to 3 hours	2.70	2.70	S	42
d) Up to 4 hours	3.80	3.80	S	43
e) Up to 5 Hours	7.00	7.00	S	44
f) Over 5 Hours	12.20	12.20	S	45
g) 7pm to 12 midnight (Riverside Surface)	1.20	1.20	S	1,005
h) 7pm to 12 midnigt (Elmsleigh Surface & Elmsleigh MSCP)	2.00	2.00	S	1,618

## The Broadway, Laleham Village

### Local Season Tickets

	2021/22 Charge	2022/23 Charge	VAT	Record
a) 3 Months	65.00	65.00	S	94
b) 6 Months	85.00	85.00	S	95
c) 12 Months	110.00	110.00	S	96

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Cemeteries

**2021/22 Charge** **2022/23 Charge** **VAT** **Record**

### Miscellaneous Fees

Late Arrival for Service (TBC -depends on circumstances) E 1,680

### Interment

**2021/22 Charge** **2022/23 Charge** **VAT** **Record**

#### Adult Grave

Adult Grave 24 Hour Burial for one only (5 foot)	2,029.00	2,090.00	O	1,245
Adult Grave For 1 Interment	1,445.00	1,488.00	O	725
Adult Grave For 1 Interment - Casket	1,607.00	1,655.00	O	726
Adult Grave For 2 Interments	1,503.00	1,548.00	O	727
Adult Grave For 2 Interments - Casket	1,717.00	1,769.00	O	728
Brick Vault (Inter only) Include brick vault fee and loss of 1 x grave space	2,438.00	3,168.00	O	1,305

#### Advance Purchase

Cremated Remains PIA*		1,676.00	o	1,684
Cremated Remains PIA* Ashford Old Section GOR		1,930.00	O	1,685
Purchase in advance of additional earthen grave	3,700.00	3,811.00	O	785

#### Child Grave

Child Grave For 1 Interment	451.00	465.00	O	729
Child Grave For 2 Interment	451.00	465.00	O	730
Child Interment within 24 hours	578.00	595.00	O	1,414
Child plot within 24 hours	662.00	682.00	O	1,413
Stillborn Interment	367.00	378.00	E	731

### Garden of remembrance (cremated remains)

Cremated Remains (Includes Ashford Old Section) 515.00 530.00 E 732

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Cemeteries

### Interment

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Non Residents/Parishioners Charge

Treble Fees For Residents out of Borough (Price on Application) O 744

### Memorial Garden

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Ashford

Plot Fee - Cremated remains (old garden of remembrance - Ashford) only 965.00 994.00 E 1,001

### Miscellaneous Fees

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### DP Q 51 Exclusive Right - Purchase of

Issue of duplicate deed of grant (Transfer of ownership) 109.00 112.00 E 1,321

### Other

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Exclusive Right - Purchase of

Burial in a Vault 2,112.00 2,175.00 E 1,416

Child Grave 515.00 530.00 E 735

Cremated Remains 814.00 838.00 E 734

Earthen Grave 1,928.00 1,986.00 E 733

Earthen Grave within 24 hours (Adult) 2,346.00 2,416.00 E 1,301

### Exhumation

Exhumation of ashes (Price on Application) E 784

Exhumation of body (Price on Application) E 1,246

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Cemeteries

### Other

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Miscellaneous Fees

Late Arrival for Service - TBC, Depending on circumstances 1,686  
Registration Of Assignment (Transfer of ownership) 150.00 155.00 O 749

### Right to Erect Memorial Bench

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Memorial Bench

Supply & Installation of Memorial Bench 1,457.00 1,501.00 S 967

### Right to Erect Memorial Plaque

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### Memorial Tower Plaque

10 Yrs 356.00 367.00 E 998  
15 Yrs 502.00 517.00 E 999  
25 Yrs 669.00 689.00 E 1,000

### Right To Erect Monument

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### 1. Traditional Graves

Additional Inscription 196.00 202.00 E 742  
Erection of a Wooden Cross (after 12 months) 379.00 390.00 S 1,313  
Headstone 379.00 390.00 E 739  
Headstones And Kerbstones 551.00 568.00 E 736  
Kerbs Only 366.00 377.00 E 741  
Monument Over 91.5cm (3') 1,003.00 1,033.00 E 737  
Vase Or Tablet 256.00 264.00 E 738

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Cemeteries

### Right To Erect Monument

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

### 2. Garden Of Remembrance Tablet

Garden Of Remembrance Tablet 201.00 207.00 E 743

### Right to erect monuments

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

#### Installation of Memorials

Permit for remedial repair of a memorial	46.00	47.00	E	1,616
permit to clean a memorial	15.50	16.00	E	1,617
Replacement of Headstone or Kerb or Tablet or Vase	46.00	47.00	E	1,615
Temporary wooden cross for one year		0.00	S	1,613
Vase (new, additional)	76.50	78.80	E	1,614

### Use of Chapel

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

#### Location

Asford & Staines - Admin Fees	75.00	O	1,688
Ashford And Staines	309.00	O	724

# Environmental Health

## Licensing

2021/22 Charge 2022/23 Charge VAT Record

### Street Trading

New Application Submission Fee - Deducted From Licence Fee If Application Is Approved	86.50	89.00	S	1,243
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### Street Trading - Per Annum

- |  |        |        |   |     |
|--|--------|--------|---|-----|
| a) Consent For Mobile Shops, Ice Cream Vans And The Like For Not More Than 30 Minutes In Any One Place: All Residential Area: Where Streets Are Not Classified Roads | 892.00 | 919.00 | S | 101 |
| b) Consent For Mobile Shops, Ice Cream Vans And The Like For Not More Than 30 Minutes In Any One Place: Sites In Classified Roads Which Are Not Prohibited Streets   | 892.00 | 919.00 | S | 102 |
| c) Consent For Sites Adjacent To The Public Highway (Static Sites), for Specified Periods From Identified Sites During Street Trading Hours                          | 892.00 | 919.00 | S | 103 |

**Fees and Charges**

Printed Date: 03/02/2022      Last modified: 03/02/2022

**Environmental Protection Act**

**Environmental Information Regulations 2004**

**Contaminated Land Enquiries**

General Enquiries - Hourly Rate

2021/22 Charge	2022/23 Charge	VAT	Record
57.00	59.00	S	324

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Food Safety

### Food Safety

	2021/22 Charge	2022/23 Charge	VAT	Record
Voluntary Surrender Of Foodstuffs Certificate	74.00	76.00	S	308

### Food Hygiene Courses

Cancellation of booked appointment (no fee applies if notification of cancellation is given more than 24 hours in advance)	27.00	28.00	S	1,484
Courses Held (on Site or off site) (Per Person)	81.50	84.00	S	311

### Food Hygiene Rating Scheme

Request for re-inspection under the Food Hygiene Rating Scheme	208.00	208.00	S	1,592
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### Foodstuffs For Export

Per Certificate (If Visit Needed)	159.00	164.00	O	307
Per Certificate (If Visit Not Needed)	79.50	82.00	O	306



**Fees and Charges**

Printed Date: 03/02/2022

Last modified: 03/02/2022

**Housing**

**Housing Enforcement**

**2021/22 Charge**   **2022/23 Charge**   **VAT**   **Record**

**Housing Act 1985 - Section 265 Demolition order**

Hourly Rate	2021/22 Charge	2022/23 Charge	VAT	Record
	63.50	65.50	O	1,628

**Housing Act 2004 - Section 11,12,20,21,28,29,40 & 43 - Enforcement Notices**

Hourly Rate	2021/22 Charge	2022/23 Charge	VAT	Record
	63.50	65.50	O	356

**Immigration Housing Inspection**

Cancellation of booked appointment (no fee applies if notification of cancellation is given more than 24 hours in advance)	2021/22 Charge	2022/23 Charge	VAT	Record
	26.50	27.50	S	1,486
Housing Inspection	169.00	174.00	O	915

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Licensing

### Animal Welfare

#### New or renewal application (Plus all associated vet fees and charges)

	2021/22 Charge	2022/23 Charge	VAT	Record
Arranging for the Provision of Boarding (Application Fee 368, Grant Fee 103)	471.00	471.00	O	1,585
Boarding for cats (Application Fee 368, Grant Fee 103)	471.00	471.00	O	1,577
Boarding in dogs in kennels - (Application Fee 368, Grant Fee 103)	471.00	471.00	O	1,575
Dog Breeders - (Application Fee 368, Grant Fee 103)	471.00	471.00	O	1,569
Dog Day Care (Application Fee 368, Grant Fee 103)	471.00	471.00	O	1,579
Each additional licensable activity/inspection	103.00	103.00	O	1,588
Each additional site visit to hosts as part of the arrangers licence application/ renewal	101.00	101.00	O	1,610
Hiring out horses (Application Fee 368, Grant Fee 103)	471.00	471.00	O	1,571
Home boarders (dogs only) (Application Fee 368, Grant Fee 103)	471.00	471.00	O	1,573
Keeping or training animals for exhibition (Application Fee 368 Grant Fee 103)	471.00	471.00	O	1,583
Replacement Licence	52.00	52.00	O	1,591
Re-rating Inspection	235.00	235.00	O	1,587
Selling Animals as Pets (Application Fee 368, Grant Fee 103)	471.00	471.00	O	1,581

### Animals

#### Variation to any Animal Licence

Variation to Licence with no visit required	86.00	86.00	O	1,024
Variation to Licence with visit	234.00	234.00	O	1,025

### Zoo and Dangerous Wild Animal Licences

Dangerous Wild Animals (Plus all associated vet fees and Charges)	471.00	471.00	O	1,611
Initial zoo applications (plus all associated vet fees and charges)	471.00	471.00	O	1,023

### HMO Licensing Scheme

	2021/22 Charge	2022/23 Charge	VAT	Record
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## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Licensing

### HMO Licensing Scheme

#### HMO Licence

	2021/22 Charge	2022/23 Charge	VAT	Record
a) Up to 6 Occupants (application fee £515.00; maintenance fee £211.50)	726.50	748.50	O	1,008
b) 7 to 9 occupants (application fee £566.50; maintenance fee £332.50)	899.00	926.00	O	1,009
c) 10 to 14 occupants (application fee £622.00; maintenance fee £365.50)	987.00	1,016.50	O	1,010
d) 15 or more occupants (application fee £697; maintenance fee £409)	1,106.00	1,139.00	O	1,011
e) Penalty for late or incomplete applications	137.50	141.50	O	1,012
f) Extra charge for processing separate licence holder and manager applications	35.00	36.00	O	1,013
g) Discount for members of an approved landlords association	35.00	36.00	O	1,014

#### HMO Licence Renewal

a) Application for a licence renewal (regardless of whether a one, three or five year licence is granted based on the outcome of the risk assessment) (application fee £399; maintenance fee £234).	633.00	652.00	O	1,678
b) Discount for members of an approved landlords association	36.00	37.00	O	1,267
c) Extra charge for processing separate licence holder and manager applications	35.00	36.00	O	1,266
d) Penalty for late or incomplete applications	137.50	141.50	O	1,265

## Housing

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Licensing

### Housing

#### Mobile Homes Site Licences

	2021/22 Charge	2022/23 Charge	VAT	Record
a) Application for a new site licence - 1 to 5 pitches	498.00	513.00	O	1,336
b) Application for a new site licence - 6 to 24 pitches	580.50	598.00	O	1,337
c) Application for a new site licence - 25 to 99 pitches	642.00	661.00	O	1,338
d) Application for a new site licence - 100+ pitches	765.00	788.00	O	1,339
e) Application to alter conditions to a site licence - 1 to 5 pitches	237.00	244.00	O	1,340
f) Application to alter conditions to a site licence - 6 to 24 pitches	248.00	255.50	O	1,341
g) Application to alter conditions to a site licence - 25 to 99 pitches	259.00	267.00	O	1,342
h) Application to alter conditions to a site licence - 100+ pitches	280.00	288.50	O	1,343
i) Application to transfer a site licence	134.00	138.00	O	1,344
j) Annual fee - 1 to 5 pitches	189.00	195.00	O	1,345
k) Annual fee - 6 to 24 pitches	233.00	240.00	O	1,346
l) Annual fee - 25 to 99 pitches	263.00	271.00	O	1,347
m) Annual fee - 100+ pitches	326.50	336.50	O	1,348
n) Recover of cost of enforcement - hourly rate	63.00	65.00	O	1,415

### Pollution

#### Scrap Metal Dealers

	2021/22 Charge	2022/23 Charge	VAT	Record
Scrap Metal collector fee	342.00	352.00	O	1,307
Scrap Metal dealer site license fee	541.00	557.00	O	1,308
Scrap Metal Licence Variation	62.00	64.00	O	1,315
Scrap Metal replacement of Licence	26.50	27.50	O	1,316

### Retail

	2021/22 Charge	2022/23 Charge	VAT	Record
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## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Licensing

### Retail

2021/22 Charge 2022/23 Charge VAT Record

#### Registration for skin piercing treatments: acupuncture, tattooing, skin piercing, electrolysis, semi-permanent skin colouring

Practitioner registration	230.50	237.00	0	458
Registration of premises	230.50	237.00	0	459
Replacement certificate	52.00	54.00	0	935
Variation of registration	61.00	63.00	0	1,430

### Sex establishment licence fee

Change of licence details	166.00	171.00	0	1,269
New, Renewal, Intermediate, Temporary	3,330.00	3,430.00	0	1,268

Page 55 of 66

### Sex Shop Registration

New, Renewal, Intermediate, Temporary	3,330.00	3,430.00	0	456
Transfer Of Licence	3,330.00	3,430.00	0	457

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

### Rodent & Pest Control

#### Rodent and Pest Control

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

#### Pest Control

Bedbugs (based on a 3 bedroom property, more than 3 bedrooms subject to survey)	113.00	116.50	S	1,260
Fleas, Cockroaches etc. (based on a 3 bedroom property, more than 3 bedrooms subject to survey)	79.50	82.00	S	327
Mice (Up to 3 visits)	70.00	72.00	S	326
Rats (Up to 3 visits)	45.00	46.50	S	325
Wasps (per visit)	79.50	82.00	S	1,629

#### Stray Dogs

[2021/22 Charge](#) [2022/23 Charge](#) [VAT](#) [Record](#)

#### Stray Dogs - Collection Fee

Plus Kennelling And Vets Fees	191.50	197.00	O	295
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**Fees and Charges**

Printed Date: 03/02/2022      Last modified: 03/02/2022

**SAT**

**Spelride Accessible Transport (S A T)**

**2021/22 Charge**    **2022/23 Charge**    **VAT**    **Record**

**Membership**

Annual	21.00	21.00	O	758
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**Spelride**

Per Single Trip	4.10	4.20	Z	759
Return Trip	7.10	7.25	Z	760

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Taxi Licensing

### Taxi Licensing - 1 Year & General Fees

#### Hackney Carriages Driver and Vehicles

	2021/22 Charge	2022/23 Charge	VAT	Record
Application pack fee - deducted from licence fee if enquirer subsequently makes a formal application	19.50	20.00	O	1,239
Cancellation of booked appointment (no fee applies if notification of cancellation is given more than 24 hours in advance)	36.00	37.00	S	1,449
Disclosure & Barring Service Fee - 3 Yearly Check	49.00	50.50	O	542
English & Numeracy Retest Fee	32.50	33.50	O	547
Geographic Knowledge Retest Fee	68.00	70.00	O	544
Hackney Carriage /Private Hire Vehicle Plate Replacement	19.50	20.00	O	541
Hackney Carriage Driver - New	311.00	320.50	O	538
Hackney Carriage Driver - Renewal	167.00	172.00	O	539
Hackney Carriage Vehicle	358.00	368.50	O	537
Hackney Carriage Vehicle (adapted for disabled persons)	179.00	184.50	O	931
Licence Conditions Retest	39.00	40.00	O	546
Pre-Issue Of Licence (Change of address, name or any other reason)	22.50	23.00	O	540
Pre-Issue Of Licence (Change of Vehicle)	104.00	107.00	O	1,259
Transfer From Private Hire to Hackney Carriage Fee	163.00	168.00	O	545

#### Private Hire Driver Operator & Vehicle

Taxi driver test	38.00	39.00	O	1,630
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## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Taxi Licensing

### Taxi Licensing - 1 Year & General Fees

2021/22 Charge 2022/23 Charge VAT Record

### Private Hire Driver Operator And Vehicle

a) Private Hire Operator - 1 Vehicle	216.00	222.50	O	527
b) Private Hire Operator - 2 To 5 Vehicles	269.00	277.00	O	528
c) Private Hire Operator - 6 To 20 Vehicles	384.50	396.00	O	529
d) Private Hire Operator - 21 or more the hourly rate applies	58.00	59.50	O	1,018
Application pack fee - deducted from licence fee if enquirer subsequently makes a formal application	19.50	20.00	O	1,241
Cancellation of booked appointment (no fee applies if notification of cancellation is given more than 24 hours in advance)	36.00	37.00	S	1,450
Disclosure & Barring Service Fee - 3 Yearly Check	49.00	50.50	O	535
English & Numeracy Retest Fee	32.50	33.50	O	534
Geographic Knowledge retest fee	38.50	39.50	O	928
Hackney Carriage /Private hire vehicle plate replacement	19.50	20.00	O	1,022
Private Hire Driver Licence - New	301.00	310.00	O	531
Private Hire Driver Licence - Renewal	149.00	153.50	O	532
Private Hire Vehicle	315.00	324.50	O	530
Private Hire Vehicle (adapted for disabled persons)	157.50	162.00	O	929
Private Hire Vehicle plate replacement	19.50	20.00	O	933
Re-Issue Of Licence (Change of address, name or any other reason)	22.50	23.00	O	1,020
Re-Issue Of Licence (Change of vehicle)	104.00	107.00	O	533

### Taxi Licensing - 3 Year Fees

2021/22 Charge 2022/23 Charge VAT Record

### Hackney Carriage and Private Hire Driver

Cancellation of booked appointment (no fee applies if notification of cancellation is given more than 24 hours in advance)	36.00	37.00	S	1,451
Hackney Carriage Driver - New	523.00	538.50	O	1,355
Hackney Carriage Driver - Renewal	402.00	414.00	O	1,356
Private Hire Driver Licence - New	504.00	519.00	O	1,374
Private Hire Driver Licence - Renewal	361.00	372.00	O	1,375

### Taxi Licensing - 5 Year Fees

2021/22 Charge 2022/23 Charge VAT Record

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Taxi Licensing

### Taxi Licensing - 5 Year Fees

**2021/22 Charge**   **2022/23 Charge**   **VAT**   **Record**

### Pavement Licensing

Street Pavement License	100.00	100.00	O	1,679
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### Private Hire Vehicle Operator

a) Private Hire Operator - 1 Vehicle	943.50	972.00	O	1,395
b) Private Hire Operator - 2 To 5 Vehicles	1,180.00	1,215.50	O	1,396
c) Private Hire Operator - 6 To 20 Vehicles	1,751.50	1,804.00	O	1,397
d) Private Hire Operator - 21 or more vehicles, = charge for 6 to 20 vehicles, PLUS, officer hourly rate for any additional hours if needed.	58.00	59.50	O	1,398
e) Cancellation of booked appointment (no fee applies if notification of cancellation is given more than 24 hours in advance)	36.00	37.00	S	1,452

**Fees and Charges**

Printed Date: 03/02/2022

Last modified: 03/02/2022

**Works in Default**

**Works in Default**

**Works in Default**

30% administration fee applied to cost of any works that are carried out in default by Environmental Health

2021/22 Charge

2022/23 Charge

VAT

Record

S

1,453

**Fees and Charges**

Printed Date: 03/02/2022

Last modified: 03/02/2022

**Regulatory Administration Committees**

**Electoral Registration**

**Electoral Registration**

**Statutory Fees**

**2021/22 Charge**

**VAT**

**2022/23 Charge**

**Record**

Certificate Of Residence

25.00

25.00

0

34

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Land Charges

### Land Charges

2021/22 Charge 2022/23 Charge VAT Record

### Copying Charges

Copy Of Duplicate Search	8.64	8.64	S	620
Copy of Tree Preservation Order	18.00	18.00	S	1,447
Each Agreement - Each Following Sheet	0.90	0.90	S	619
Each Agreement - First Sheet	3.48	3.48	S	618

### Service Fees

a) Con29R Enhanced (New service - provision of additional documentation)	204.00	204.00	S	1,682
b) Con29R Surrey County Council Search Fee (payable in addition to the fees above on all full searches completed)	48.00	49.20	S	611
<del>c) Additional Parcel (Con29)</del>	21.60	21.60	S	613
<del>d) Each Con 29 'O' Optional Enquiry</del>	21.60	22.20	S	614
<del>e) Each Additional Enquiry/Solicitors Question</del>	24.00	24.00	S	615
<del>f) Personal Search Con29 Component data per question</del>	2.04	2.04	S	1,247

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Legal Fees

### Legal Fees (where £nil charge shown, no equivalent in that year)

#### Commercial Organisations

	2021/22 Charge	2022/23 Charge	VAT	Record
A. Lettings and renewals (£0-£50,000 yearly rental income)	1,750.00	1,750.00	S	1,545
B. Lettings and renewals (£50,000 - £300,000 yearly rental income)	2,500.00	2,500.00	S	1,546
C. Lettings and renewals (£300,000 - £750,000 yearly rental income)	4,000.00	4,000.00	S	1,547
D. Lettings and renewals (> £750,000 yearly rental income)	6,000.00	6,000.00	S	1,548
E. Rent Deposit Agreement	1,250.00	1,250.00	S	1,549
F. Deed of Variation	1,500.00	1,500.00	S	1,550
G. Licence to Assign	1,500.00	1,500.00	S	1,551
H. Licence to Alter	1,750.00	1,750.00	S	1,552
I. Licence to Sublet	2,000.00	2,000.00	S	1,553
J. Tenancy at Will	350.00	350.00	S	1,554
K. Easement or Wayleave	1,750.00	1,750.00	S	1,555
L. Licences	750.00	750.00	S	1,556
M. Surrender	1,750.00	1,750.00	S	1,557

#### Commercial Organisations - Hourly rates

A. Solicitor/ Legal Executive with over 8 years experience	335.00	335.00	S	1,291
B. Solicitor/ Legal Executive with between 4 to 8 years experience	265.00	265.00	S	1,290
C. Solicitor/ Legal Executive with less than 4 years experience	235.00	235.00	S	1,289
D. Trainee/ Paralegal	180.00	180.00	S	1,287

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Legal Fees

**Legal Fees (where £nil charge shown, no equivalent in that year)**

### Community Groups

	2021/22 Charge	2022/23 Charge	VAT	Record
A. Lettings and renewals	525.00	525.00	S	1,558
B. Rent Deposit Agreement	250.00	250.00	S	1,559
C. Deed of Variation	350.00	350.00	S	1,560
D. Licence to Assign	350.00	350.00	S	1,561
E. Licence to Alter	350.00	350.00	S	1,562
F. Licence to Sublet	350.00	350.00	S	1,563
G. Tenancy at Will	150.00	150.00	S	1,564
H. Easement or Wayleave	525.00	525.00	S	1,565
I. Licences	225.00	225.00	S	1,566
J. Grazing Licences (grants and renewals)	150.00	150.00	S	1,567
K. Surrender	350.00	350.00	S	1,568

### Community Groups - Hourly rates

A. Solicitor/ Legal Executive with over 8 years experience	145.00	145.00	S	1,300
B. Solicitor/ Legal Executive with between 4 to 8 years experience	125.00	125.00	S	1,299
C. Solicitor/ Legal Executive with less than 4 years experience	105.00	105.00	S	1,298
D. Trainee/ Paralegal	85.00	85.00	S	1,296





# Fees and Charges

## 2022/23



Printed Date: 03/02/2022      Last modified: 03/02/2022

Report Description:

**A full schedule of the fees and charges for all Council services for the coming year**

### Community Wellbeing & Housing

#### Page 73 Homelessness

#### Homelessness

#### Bed & Breakfast

	2021/22 Charge	2022/23 Charge	VAT	Record
Charge Is Maximum Eligible For Housing Benefit (2 Bed Rate, Per Week, Per Individual)	288.46	288.46	O	550
Charge Is Maximum Eligible For Housing Benefit (4 Bed Rate, Per Week, Per Individual)	413.01	413.01	O	1,320

## Public Health

### Water Testing Charges

#### Private water supply

	2021/22 Charge	2022/23 Charge	VAT	Record
a) Private water supply sample (each visit)= officer hourly rate plus PLUS all associated external sampling, laboratory and reporting costs	100.00	100.00	0	1,027
Analysing a sample taken during monitoring of Group B parameters and monitoring under regulation 11, = officer hourly rate PLUS a associated external sampling, laboratory and reporting costs	63.50	63.50	0	1,034
b) Risk Assessment (each assessment) = officer hourly rate, PLUS all associated costs for commissioning appropriately trained and competent specialists	63.50	63.50	0	1,028
c) Investigation (per investigation) = officer hourly rate, PLUS all associated costs for commissioning competent specialists (including sampling, laboratory analysis, risk assessment and engineering	63.50	63.50	0	1,029
d) Granting an Authorisation (per authorisation) = officer hourly rate, PLUS all associated external costs	63.50	63.50	0	1,030
e) Analysing a Sample Taken Under Regulation 10 (for parameters referred to in paragraph (1)(a) to (e) of that regulation) = officer hourly rate, PLUS all associated external sampling, laboratory and reporting costs	63.50	63.50	0	1,032
f) Analysing a Sample Taken during monitoring of Group A parameters = officer hourly rate, PLUS all associated external sampling, laboratory and reporting costs	63.50	63.50	0	1,033

## Environment & Sustainability

### Planning Development Control

#### B) Planning Application Fees

##### a) Household Development

	2021/22 Charge	2022/23 Charge	VAT	Record
Alteration/Addition To Existing Dwelling	206.00	206.00	S	669
Alteration/Addition To Two Or More Existing Dwellings	407.00	407.00	S	670
Erection Of Outbuildings, Fences Etc Within Curtilage Of A Dwelling	206.00	206.00	S	671

##### b) Outline Applications

The site area does not exceed 2.5 hectares: for each 0.1 hectare of the site area	462.00	462.00	S	673
Where the site area exceeds 2.5 hectares (and an additional £115 for each 0.1 hectare in excess of 2.5 hectares, subject to a maximum fee of £125,000;)	11,432.00	11,432.00	S	672

##### c) Full Applications And Reserved Matters

Erection Of Dwellings Per Dwelling Created Up To A Max of 50 Dwellings	462.00	462.00	S	674
Where the number of dwellinghouses to be created by the development exceeds 50 (and an additional £115 for each dwellinghouse in excess of 50 up to a maximum total fee of £250,000)	22,859.00	22,859.00	S	675

##### d) Erection Of Buildings Other Than Dwellings, Agricultural Buildings, Glasshouses Or Plant And Machinery

No new floor space	234.00	234.00	S	680
Where floor space does not exceed 40m <sup>2</sup>	234.00	234.00	S	678
Where the floor space created is between 40m <sup>2</sup> and 75m <sup>2</sup>	462.00	462.00	S	679
Where the floor space created is between 75m <sup>2</sup> and 3750m <sup>2</sup>	462.00	462.00	S	677
Where the floor space created is more than 3750m <sup>2</sup> (with £115 for each additional 75m <sup>2</sup> in excess of 3750m <sup>2</sup> subject to a maximum fee of £250,000)	22,859.00	22,859.00	S	676

## Planning Development Control

### B) Planning Application Fees

2021/22 Charge      2022/23 Charge      VAT      Record

#### e) Erection Of Other Agricultural Buildings On Land Used For Purposes Of Agriculture (Other Than Glasshouses)

Where the gross floor space does not exceed 465m <sup>2</sup>	96.00	96.00	S	686
Where the gross floor space exceeds 540m <sup>2</sup> but does not exceed 4215m <sup>2</sup> £385 for the first 540m <sup>2</sup> and an additional £385 for each 75m <sup>2</sup> in excess of 540m <sup>2</sup>	462.00	462.00	S	685
Where the gross floor space exceeds 4215m <sup>2</sup> £19,049 (and an additional £115 for each 75m <sup>2</sup> in excess of 4215m <sup>2</sup> up to a maximum fee of £250,000)	22,859.00	22,859.00	S	683
Where the gross floor space exceeds 465m <sup>2</sup> but does not exceed 540m <sup>2</sup>	462.00	462.00	S	684

#### f) Erection Of Glasshouses Used For Purposes In Agriculture

Where the gross floor space does not exceed 465m <sup>2</sup>	96.00	96.00	S	681
Where the gross floor space exceeds 465m <sup>2</sup>	2,580.00	2,580.00	S	682

Page 76

#### g) Erection, Alteration Or Replacement Of Plant And Machinery

Where the site area does not exceed 5 hectares, £385 for each 0.1 hectare of the site area	462.00	462.00	S	688
Where the site area exceeds 5 hectares £19,049 (an additional £115 for each 0.1 hectares in excess of 5 hectares subject to a maximum of £250,000)	22,859.00	22,859.00	S	687

#### h) Applications other than Building Works

Car Parks, Service Roads Or Other Accesses (Existing Uses Only)	234.00	234.00	S	704
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#### i) Exploratory Drilling For Oil Or Natural Gas

where the site area does not exceed 7.5 hectares, £423 for each 0.1 hectare of site area	508.00	508.00	S	699
where the site area exceeds 7.5 hectares, £31,725 (with an additional £126 for each 0.1 hectares in excess of 7.5 hectares up to a maximum fee of £250,000)	38,070.00	38,070.00	S	1,273

## Planning Development Control

### B) Planning Application Fees

2021/22 Charge

2022/23 Charge

Record

#### j) Operations For Winning And Working Of Minerals

where the site area does not exceed 15 hectares, £195 for each 0.1 hectare of the site area	234.00	234.00	S	701
where the site area exceed 15 hectares, £29,112 (and an additional £115 for each 0.1 hectares in excess of 15 hectares up to a maximum of £65,000)	34,934.00	34,934.00	S	1,274

#### k) The carrying out of any operations not coming within any of the above categories

£195 for each 0.1 hectare of the site area, subject to a maximum of £1,690	234.00	234.00	S	703
For Non-Compliance With Conditions , Including Retention Of Temporary Building (If Not As A Revision)	234.00	234.00	S	705

#### ~~l) Change Of Use Of Building To Use As One Or More Separate Dwellings - change of use is from a previous use as a single dwelling house to use as two or more single dwelling houses:~~

<del>Where the change of use is to use as 50 or fewer dwelling houses £385 per new dwelling</del>	<del>462.00</del>	<del>462.00</del>	<del>S</del>	<del>1,275</del>
<del>Where the change of use is to use as more than 50 dwelling houses, £19,049 (and an additional £115 for each dwelling house in excess of 50, up to a maximum fee of £250,000)</del>	<del>22,859.00</del>	<del>22,859.00</del>	<del>S</del>	<del>1,276</del>

#### m) Change Of Use Of Building To Use As One Or More Separate Dwellings - In all other cases:

Where the change of use is to use as 50 or fewer dwelling houses £385 per new dwelling	462.00	462.00	S	1,277
where the change of use is to use as more than 50 dwelling houses, £19,049 (and an additional £115 for each dwelling house in excess of 50, up to a maximum fee of £250,000)	22,859.00	22,859.00	S	1,278

#### n) The use of land for: a) the disposal of refuse or waste materials; b) the deposit of material remaining after minerals have been extracte from land; or c) the storage of minerals in the open

Where the site area does not exceed 15 hectares, £195 for each 0.1 hectares of the site area	234.00	234.00	S	1,279
Where the site area exceeds 15 hectares, £29,112 (and an additional £115 for each 0.1 hectare in excess of 15 hectares, subject to a maximum fee of £65,000)	34,934.00	34,934.00	S	1,280

#### o) Other Changes Of Use

Other Changes Of Use (Except Waste Or Minerals)	462.00	462.00	S	710
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## Planning Development Control

### B) Planning Application Fees

2021/22 Charge 2022/23 Charge VAT Record

#### p) Concessionary Fees and Exemptions

01) Works To Improve The Disabled Person Access To A Public House, Or To Improve His Access, Safety, Health Or Comfort At His Dwelling House	0.00	0.00	S	689
02) Applications By Parish etc. Councils (Advertisement Applications Also) - Half the normal fee	0.00	0.00	S	690
03) Applications Required Because Of The Removal Of Permitted Development Rights By A Condition Or By Article 4 Direction	0.00	0.00	S	691
04) Playing Fields (For Sports Clubs)	462.00	462.00	S	692
05) Revised Or Fresh Application For Development Of The Same Character Or Description Within 12 Months Of Receiving Permission	0.00	0.00	S	694
06) Exemptions For Applications Following A Refusal, Withdrawn Application etc., Are Available On The Same Basis As For Planning Applications	0.00	0.00	S	723
07) Revised / Fresh Application For Development (Or Advertisement_ Of Same Character Or Description Within 12 Months Of Expiry Of Statutory 8 Weeks Period Where Applicant Has Appealed To Secretary Of State On The Grounds Of Non-Determinat	0.00	0.00	S	693
08) Duplicate Applications Made By The Same Applicant Within 28 Days - Normal fee for both applications	0.00	0.00	S	695
09) Alternative Applications For One Site. Highest Of Fees Applicable For Each Alternative And A Sum Equal To Half The Rest.	0.00	0.00	S	696
10) Development Crossing Planning Authority Boundaries, Requiring Several Applications - Only 1 Fee Is Paid To The Authority For The Larger Site, But Calculated For The Whole Scheme And Subject To Special Ceiling.	0.00	0.00	S	697
11) Reserved Matters Where The Applicants Earlier Reserved Matters Applications Have Incurred Total Fees Equalling That For A Full Application For Entire Scheme	462.00	462.00	S	698

#### q) Applications In Relation To Permission In Principle

£402 for each 0.1 hectare of the site area	402.00	402.00	S	1,219
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#### r) Advertisements

Advance Signs Directing The Public To A Business	132.00	132.00	S	718
Advertisements Relating To The Business On The Premises	132.00	132.00	S	717
Other Advertisements	462.00	462.00	S	719

## Planning Development Control

### B) Planning Application Fees

2021/22 Charge

2022/23 Charge

VAT

Record

### s) Fees For Applications For Certificates Of Lawful Use Or Development

For Existing Use Or Development - The Amount That Would Be Payable In Respect Of An Application For Planning Permission	S	720
For Proposed Use or Development - Half The Amount That Would Be Payable In Respect Of An Application For Planning Permission	S	722
Lawful not to comply with any condition	234.00	234.00
	S	1,428

### t) Miscellaneous Applications

Notification of Agricultural Or Forestry Development Or Demolition Under The General Development Order	96.00	96.00	S	712
Notification of Demolition under the General Development Order	96.00	96.00	S	1,281
Notification of Telecommunication Development Under The General Development Order	462.00	462.00	S	713

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### u) Confirmation of Compliance with planning condition attached to Planning Permission

Application or removal or variation of a condition following grant of planning permission	234.00	234.00	S	1,429
Per Condition for a household application	34.00	34.00	S	978
Per condition for all other types of application	116.00	116.00	S	979

### v) Requests for Non Material Amendments

Householder	34.00	34.00	S	783
Others	234.00	234.00	S	782

### w) Hazardous Substances Consent

Applications For Removal Of Conditions And Continuation Of An Existing Consent	200.00	200.00	S	716
Applications Where Twice The Controlled Quantity Of Substance Is Not Exceeded	250.00	250.00	S	714
Applications Where Twice The Controlled Quantity Of Substances Will Be Exceeded	400.00	400.00	S	715

## Planning Development Control

### B) Planning Application Fees

2021/22 Charge      2022/23 Charge      VAT      Record

#### x) Fees For Certain Applications Under The General Permitted Development Order

01) Part 4 Class CA (Provision of a temporary state-funded school on "vacant commercial land")	96.00	96.00	S	1,509
02) Part 4 Class E (temporary use of land or building for the purposes of "commercial film making")	96.00	96.00	S	1,510
03) Part 7 Class C (erection of a "collection facility" within the curtilage of a shop)	96.00	96.00	S	1,511
04) Part 14 Class J (Installation of solar panels on a non-domestic building)	96.00	96.00	S	1,512



**Fees and Charges**

Printed Date: 03/02/2022

Last modified: 03/02/2022

**Neighbourhood Services**

**Environmental Protection Act**

**Pollution Prevention & Control Act**

**Additional fee for operating mobile plant without a permit**

**2021/22 Charge**   **2022/23 Charge**   **VAT**   **Record**

1,188.00   1,188.00   0   1,609

**Additional fee where Operation subject to reporting obligation of the EC Regulation**

104.00   104.00   0   1,608

**LAIPPC & LAIPPC substistance charges**

Where paid quarterly the total amount payable will be increased by

38.00   38.00   0   908

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

# Environmental Protection Act

## Pollution Prevention & Control Act

### LAPPC Annual Subsistence Charge

2021/22 Charge    2022/23 Charge    VAT    Record

1.a) Standard process Low	772.00	772.00	O	807
1.a) Standard process Low (where permit is for a combined Part B and waste installation)	876.00	876.00	O	1,235
1.b) Standard process Medium	1,161.00	1,161.00	O	809
1.b) Standard process Medium (where permit is for a combined Part B and waste installation)	1,317.00	1,317.00	O	1,236
1.c) Standard process High	1,747.00	1,747.00	O	811
1.c) Standard process High (where permit is for a combined Part B and waste installation)	1,954.00	1,954.00	O	1,237
2.a) Reduced fee activities (Low)	79.00	79.00	O	813
2.b) Reduced fee activities (Med)	158.00	158.00	O	814
2.c) Reduced fee activities (High)	237.00	237.00	O	815
3.a) PVR I & II combined (Low)	113.00	113.00	O	1,234
3.b) PVR I & II combined (High)	341.00	341.00	O	821
3.c) PVR I & II combined (Med)	226.00	226.00	O	820
4.a) Other reduced fee activities (Low)	228.00	228.00	O	825
4.b) Other reduced fee activities (Med)	365.00	365.00	O	826
4.c) Other reduced fee activities (High)	548.00	548.00	O	827
6.a) Standard mobile plant, for first and second permits (Low)	626.00	626.00	O	837
6.b) Standard mobile plant, for first and second permits (Medium)	1,034.00	1,034.00	O	838
6.c) Standard mobile plant, for first and second permits (High)	1,551.00	1,551.00	O	839
7.a) For the third to seventh permits (Low)	385.00	385.00	O	843
7.b) For the third to seventh permits (Medium)	617.00	617.00	O	844
7.c) For the third to seventh permits (High)	924.00	924.00	O	845
8.a) Eighth and subsequent permits (Low)	198.00	198.00	O	849
8.b) Eighth and subsequent permits (Medium)	314.00	314.00	O	850
8.c) Eighth and subsequent permits (High)	473.00	473.00	O	851

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

# Environmental Protection Act

## Pollution Prevention & Control Act

2021/22 Charge    2022/23 Charge    VAT    Record

### LAPPC charges - Application Fee

Additional fee for operating without a permit	1,188.00	1,188.00	O	1,217
Additional fee where a LAPPC application for any of the above is for a combined Part B and waste application	279.00	279.00	O	806
Other Reduced Fee Activities	362.00	362.00	O	801
PVR I & II combined	257.00	257.00	O	800
PVRI, SWOBs, and Dry Cleaners Reduced Fee Activities	155.00	155.00	O	799
Reduced fee activities: Additional fee for operating without a permit	0.00	0.00	O	802

### LAPPC mobile plant charges - Application fees

Number of permits = 1	1,650.00	1,650.00	O	867
Number of permits = 2	1,650.00	1,650.00	O	868
Number of permits = 3 through to 8	985.00	985.00	O	869
Number of permits = 8 and over	498.00	498.00	O	874

### LAPPC subsistence fees

Late Payment Fees	52.00	52.00	O	1,233
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### LAPPC Substantial change

Reduced fee activities	102.00	102.00	O	866
Standard process	1,050.00	1,050.00	O	864
Standard process where the substantial change results in a new PPC activity	1,650.00	1,650.00	O	865

### LAPPC Temporary transfer for mobiles

First transfer	53.00	53.00	O	861
Repeat following enforcement or warning	53.00	53.00	O	863

**Fees and Charges**

Printed Date: 03/02/2022      Last modified: 03/02/2022

**Environmental Protection Act**

**Pollution Prevention & Control Act**

**LAPPC Transfer and Surrender**

	2021/22 Charge	2022/23 Charge	VAT	Record
New operator at low risk reduced fee activity	0.00	0.00	O	857
Reduced fee activities: partial transfer	47.00	47.00	O	860
Reduced fee activities: transfer - Price on application	0.00	0.00	O	859
Standard process partial transfer	497.00	497.00	O	856
Standard process transfer	169.00	169.00	O	855
Surrender: all Part B activities	0.00	0.00	O	858

**Reduced fee activity(low)change of operator. additional inspection fee**

	78.00	78.00	o	1,607
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## **Licensing**

### **Gambling Act 2005**

**2021/22 Charge** **2022/23 Charge** **VAT** **Record**

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Licensing

### Gambling Act 2005

#### Gambling Act Fees

	2021/22 Charge	2022/23 Charge	VAT	Record
Adult Gaming Centres: a) New Applications	2,000.00	2,000.00	O	488
Adult Gaming Centres: b) Annual Fees	1,000.00	1,000.00	O	489
Adult Gaming Centres: c) Variations	1,000.00	1,000.00	O	490
Adult Gaming Centres: d) Transfers	1,200.00	1,200.00	O	491
Adult Gaming Centres: e) Reinstatements	1,200.00	1,200.00	O	492
Adult Gaming Centres: f) Provisionals Statements	2,000.00	2,000.00	O	493
Adult Gaming Centres: g) Licence Application (Provisional Statement Holders)	1,200.00	1,200.00	O	494
Adult Gaming Centres: h) Copy of licence	25.00	25.00	O	927
Adult Gaming Centres: i) Notification of change	50.00	50.00	O	926
Betting Premises (Excluding Tracks): a) New Applications	2,700.00	2,700.00	O	467
Betting Premises (Excluding Tracks): b) Annual Fees	600.00	600.00	O	468
Betting Premises (Excluding Tracks): c) Variations	1,500.00	1,500.00	O	469
Betting Premises (Excluding Tracks): d) Transfers	1,200.00	1,200.00	O	470
Betting Premises (Excluding Tracks): e) Reinstatements	1,200.00	1,200.00	O	471
Betting Premises (Excluding Tracks): f) Provisionals Statements	3,000.00	3,000.00	O	472
Betting Premises (Excluding Tracks): g) Licence Application (Provisional Statement Holders)	1,200.00	1,200.00	O	473
Betting premises (Excluding Tracks): h) Copy of licence	25.00	25.00	O	921
Betting premises (Excluding Tracks): i) Notification of change	50.00	50.00	O	920
Bingo Clubs: a) New Applications	3,500.00	3,500.00	O	460
Bingo Clubs: b) Annual Fees	1,000.00	1,000.00	O	461
Bingo Clubs: c) Variations	1,750.00	1,750.00	O	462
Bingo Clubs: d) Transfers	1,200.00	1,200.00	O	463
Bingo Clubs: e) Reinstatements	1,200.00	1,200.00	O	464
Bingo Clubs: f) Provisionals Statements	3,500.00	3,500.00	O	465
Bingo Clubs: g) Licence Application (Provisional Statement Holders)	1,200.00	1,200.00	O	466
Bingo Clubs: h) Notification of change	50.00	50.00	O	918
Bingo Clubs: i) Copy of licence	25.00	25.00	O	919
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): a) Application Fee (N Permit)	100.00	100.00	O	519

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Licensing

### Gambling Act 2005

2021/22 Charge 2022/23 Charge VAT Record

Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): b) Application Fee (Conversion Of Part 2 / Part 3 Registration)	100.00	100.00	O	520
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): c) Annual Fee	50.00	50.00	O	521
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): d) Renewal Fee	100.00	100.00	O	522
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): e) Variation Fee	100.00	100.00	O	523
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): f) Copy Of Permit	15.00	15.00	O	524
Club Gaming Permit: a) Application Fee (New Permit)	200.00	200.00	O	513
Club Gaming Permit: b) Application Fee (Conversion Of Part 2 / Part 3 Registration)	100.00	100.00	O	514
Club Gaming Permit: c) Annual Fee	50.00	50.00	O	515
Club Gaming Permit: d) Renewal Fee	200.00	200.00	O	516
Club Gaming Permit: e) Variation Fee	100.00	100.00	O	517
Club Gaming Permit: f) Copy Of Permit	15.00	15.00	O	518
Family Entertainment Centre: a) New Applications	2,000.00	2,000.00	O	481
Family Entertainment Centre: b) Annual Fees	750.00	750.00	O	482
Family Entertainment Centre: c) Variations	1,000.00	1,000.00	O	483
Family Entertainment Centre: d) Transfers	950.00	950.00	O	484
Family Entertainment Centre: e) Reinstatements	950.00	950.00	O	485
Family Entertainment Centre: f) Provisionals Statements	2,000.00	2,000.00	O	486
Family Entertainment Centre: g) Licence Application (Provisional Statement Holders)	950.00	950.00	O	487
Family Entertainment Centre: h) Copy of licence	25.00	25.00	O	925
Family Entertainment Centre: i) Notification of change	50.00	50.00	O	924
Licensed Premises - Notification Of Intent To Use Automatic Entitlement (1-2 Machines)	50.00	50.00	O	495
Licensed Premises Gaming Machine Permit (3+ Machines): a) Application Fee (New Permit)	150.00	150.00	O	496
Licensed Premises Gaming Machine Permit (3+ Machines): b) Application Fee (Conversion Of S34 Permit)	100.00	100.00	O	497
Licensed Premises Gaming Machine Permit (3+ Machines): c) Annual Fee	50.00	50.00	O	498
Licensed Premises Gaming Machine Permit (3+ Machines): d) Variation Fee	100.00	100.00	O	499
Licensed Premises Gaming Machine Permit (3+ Machines): e) Transfer Fee	25.00	25.00	O	500
Licensed Premises Gaming Machine Permit (3+ Machines): f) Change Of Name	25.00	25.00	O	501
Licensed Premises Gaming Machine Permit (3+ Machines): g) Copy Of Permit	15.00	15.00	O	502
Prize Gaming Permit: a) Application Fee (New Permit)	300.00	300.00	O	508
Prize Gaming Permit: b) Application Fee (Conversion Of S34 Permit)	100.00	100.00	O	509

## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Licensing

### Gambling Act 2005

	2021/22 Charge	2022/23 Charge	VAT	Record
Prize Gaming Permit: c) Renewal Fee	300.00	300.00	O	510
Prize Gaming Permit: d) Change Of Name	25.00	25.00	O	511
Prize Gaming Permit: e) Copy Of Permit	15.00	15.00	O	512
Small Society Lotteries: a) New Registration	40.00	40.00	O	525
Small Society Lotteries: b) Annual Fee	20.00	20.00	O	526
Tracks: a) New Applications	2,500.00	2,500.00	O	474
Tracks: b) Annual Fees	1,000.00	1,000.00	O	475
Tracks: c) Variations	1,250.00	1,250.00	O	476
Tracks: d) Transfers	950.00	950.00	O	477
Tracks: e) Reinstatements	950.00	950.00	O	478
Tracks: f) Provisionals Statements	2,500.00	2,500.00	O	479
Tracks: g) Licence Application (Provisional Statement Holders)	950.00	950.00	O	480
Tracks: h) Copy of licence	25.00	25.00	O	923
Tracks: i) Notification of change	50.00	50.00	O	922
Unlicensed Family Entertainment Centre Gaming Machine Permit: a) Application Fee (New Permit)	300.00	300.00	O	503
Unlicensed Family Entertainment Centre Gaming Machine Permit: b) Application Fee (Conversion Of S34 Permit)	100.00	100.00	O	504
Unlicensed Family Entertainment Centre Gaming Machine Permit: c) Renewal Fee	300.00	300.00	O	505
Unlicensed Family Entertainment Centre Gaming Machine Permit: d) Change Of Name	25.00	25.00	O	506
Unlicensed Family Entertainment Centre Gaming Machine Permit: e) Copy Of Permit	15.00	15.00	O	507

### Licensing Act 2003

2021/22 Charge 2022/23 Charge VAT Record



## Fees and Charges

Printed Date: 03/02/2022

Last modified: 03/02/2022

## Licensing

### Licensing Act 2003

#### Licensing Fees

	2021/22 Charge	2022/23 Charge	VAT	Record
Application For Provisional Statement Where Premises Are Being Built etc (Sec 29)	315.00	315.00	O	444
Application For Transfer Of A Premises Licence (Section 42)	23.00	23.00	O	447
Application To Vary Licence To Specify Individual As Premises Supervisor (Section 37)	23.00	23.00	O	446
Change Of Relevant Registered Address Of Club (Section 83,(1) Or ( 2)	10.50	10.50	O	451
Duty To Notify Change Of Name Or Address (Section 127)	10.50	10.50	O	454
Interim Authority Notice Following Death Etc Of Licence Holder (Section 47)	23.00	23.00	O	448
Notification Of Change Of Name And Address (Section 33)	10.50	10.50	O	445
Notification Of Change Of Name Or Alteration Of Rules Of The Club (Section 82)	10.50	10.50	O	450
Personal Licence	37.00	37.00	O	423
Personal Licence Grant Or Renewal (Section 117)	37.00	37.00	O	442
Right Of Freeholder Etc To Be Notified Of Licensing Matters (Section 178)	21.00	21.00	O	455
Temporary Events Notice	21.00	21.00	O	422
Temporary Events Notice (Section 100)	21.00	21.00	O	441
Theft, Loss etc Of Certificate Or Summary (Section 79)	21.00	21.00	O	449
Theft, Loss etc Of Personal Licence (Section 126)	10.50	10.50	O	453
Theft, Loss etc Of Premises Licence Or Summary (Section 25)	10.50	10.50	O	443
Theft, Loss etc Of Temporary Event Notice (Section 110)	10.50	10.50	O	452

#### Licensing Register Entries

For All Entries ( If Plans Are Required)	3,000.00	3,000.00	O	440
For All Entries ( No Plans Are Required)	1,000.00	1,000.00	O	439
Per Individual Copy	26.00	26.00	O	438

#### Premises Licence

Minor Variation	89.00	89.00	O	917
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**Fees and Charges**

Printed Date: 03/02/2022      Last modified: 03/02/2022

**Licensing**

**Licensing Act 2003**

**2021/22 Charge      2022/23 Charge      VAT      Record**

**Premises Licence - Annual Fee**

A	70.00	70.00	O	431
B	180.00	180.00	O	432
C	295.00	295.00	O	433
D	320.00	320.00	O	434
E	350.00	350.00	O	435

**Premises Licence - Annual Fee (For Town Centre Pubs Only)**

DX 2	640.00	640.00	O	436
EX 3	1,050.00	1,050.00	O	437

**Premises Licence - New And Full Variation Applications**

A	100.00	100.00	O	424
B	190.00	190.00	O	425
C	315.00	315.00	O	426
D	450.00	450.00	O	427
DX 2	900.00	900.00	O	429
E	635.00	635.00	O	428
EX 3	1,905.00	1,905.00	O	430

## Regulatory Administrative Committees

### Electoral Registration

#### Electoral Registration

##### Statutory Fees

	2021/22 Charge	2022/23 Charge	VAT	Record
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Register Of Electors And Marked Copies Of Polling Station Registers Per Sale (Statutory Fixed Charge) - Data Copy	20.00	20.00	0	33
Register Of Electors And Marked Copies Of Polling Station Registers Per Sale (Statutory Fixed Charge) - Hard Copy	10.00	10.00	0	32
Register Of Electors And Marked Copies Of Polling Station Registers Per Thousand Names (Statutory Fixed Charge) - Data Copy	1.50	1.50	0	31
Register Of Electors And Marked Copies Of Polling Station Registers Per Thousand Names (Statutory Fixed Charge) - Hard Copy	5.00	5.00	0	30
Return Of Election Expenses - Per Copy	0.20	0.20	0	35



**Appendix C**

	<u>Statute</u>	<u>Income</u> <u>20/21</u>	<u>Budget</u> <u>21/22</u>	<u>Income</u> <u>21/22 YTD</u>	<u>Budget</u> <u>22/23</u> <u>(Jan22 -</u> <u>not adj)</u>
Discretionary					
<b><u>Asset Management</u></b>					
Property Fees	Discretionary	27,014	45,000	32,129	45,000
<b><u>Corporate Governance</u></b>					
Land Charges	Discretionary	172,357	130,000	124,545	130,000
Legal Fees	Discretionary	50	9,000	125	9,000
<b><u>Electoral Services</u></b>					
Electoral Registration	Stat & Discret	1,622	1,000	1,589	1,000
<b><u>Environmental Health/Bdq Cont</u></b>					
Building Control	Discretionary	292,431	410,000	246,519	410,000
Licensing - Street Trading		1,994	3,500	1,796	3,500
Environmental Information Regulations 2004		-	-	-	-
Food Safety		78	3,000	159	3,000
Health and Safety		-	9,000	-	9,000
Housing Enforcement/ Licensing - Housing		2,593	10,000	1,273	10,000
Licensing - Animals		-	-	-	-
Licensing - HMO Licensing Scheme		20,367	27,700	7,327	27,700
Licensing - Pollution		335	-	-	-
Licensing - Retail		63,714	75,400	54,713	75,400
Rodent & Pest Control		373	5,000	946	5,000
Taxi Licensing - Hackney & Private Hire		49,795	79,000	41,194	79,000
Works in Default		-	-	-	-
<b><u>Ind Living</u></b>					
Fordbridge Centre		47	11,200	2,655	11,200
Greeno Centre	-	1,459	17,000	2,090	17,000
Older Peoples Services		-	6,900	213	6,900
Staines Community Centre		-	15,000	-	15,000
Meals On Wheels		188,664	160,700	130,010	160,700
OPAL Group - Fordbridge Day Centre		2,800	65,000	21,020	65,000
OPAL Group - Greeno Day Centre		4,040	75,000	25,978	75,000
Span		239,724	205,000	233,103	205,000
<b><u>Planning/Housing</u></b>					
A) Pre-Application Charges		69,182	65,000	49,855	65,000
C) Planning Miscellaneous Fees		797	-	2,126	-
<b><u>Street Scene</u></b>					
Abandoned Vehicles		-	-	-	-
Cemeteries		464,681	351,100	292,969	351,100
Spelthorne In Bloom		-	-	-	-

**Appendix C**

<b>Statute</b>	<b>Income 20/21</b>	<b>Budget 21/22</b>	<b>Income 21/22 YTD</b>	<b>Budget 22/23 (Jan22 - not adj)</b>
<b>Discretionary</b>				
Refuse Collection - Domestic - Bins for New Develop	59,303	107,000	93,688	107,000
Refuse Collection - Domestic - Green Waste Bins	738,848	700,000	832,279	700,000
Refuse Collection - Domestic - Bulky Items	18,192	15,000	4,126	15,000
Refuse Collection - Non Domestic	59,303	107,000	93,688	107,000
SAT - Membership	- 1,714	1,000	109	1,000
SAT - Spelride	4,005	72,700	10,475	72,700
Staines Market	57,637	250,000	90,043	250,000
<b>Sustainability</b>				
Allotments	32,723	35,000	36,946	35,000
<b>Car Parks</b>				
Ashford Multi-Storey - Pay & Display	6,221	25,000	4,499	25,000
Ashford Multi-Storey - Season Tickets	2,077	5,000	1,883	5,000
Dumsey Meadow, Abbey Drive, The Broadway Laleham	4,838	8,500	4,353	8,500
Elmsleigh Car Park - Blue Badge Holder Concessior	773	2,000 -	80	2,000
Green Street & Old Bathing Station, Sunbury	1,811	3,500	1,704	3,500
Laleham Park/Thameside Car Parks - Pay & Display	22,099	17,500	12,436	17,500
Lammas Park - Pay & Display	14,679	30,000	15,604	30,000
Manor Park - Pay & Display	2,049	4,000	1,487	4,000
Orchard Meadow, Walled Garden & Thames Street	14,372	29,000	14,706	29,000
Penalties	81,170	125,000	109,896	125,000
Shepperton Village Hall - Pay & Display	1,255	4,000	1,243	4,000
Staines Long-Stay - Pay & Display	178,387	230,000	215,202	230,000
Staines - Contract Parking	33,563	33,000	33,160	33,000
Staines - Season Tickets - Kingston Road	12,281	83,000	11,154	83,000
Season Tickets - Staines	7,341	75,000	73,453	75,000
Staines Short-Stay - Pay & Display	339,849	1,020,500	380,904	1,020,500
The Broadway, Laleham Village	279,164	800,500	328,193	800,500
<b>Parks Strategy</b>				
Filming Rights	2,775	3,000	4,350	3,000
Fitness & Personal Training	-	-	-	-
Football	1,061	2,300	2,740	2,300
Funfairs	4,420	4,000	2,265	4,000
Tennis	-	-	-	-
Usage of Parks	-	-	-	-
Shepperton Hall	1,328	27,400	11,955	27,400
<b>Total income re discretionary fees &amp; charges</b>	<b>3,581,007</b>	<b>5,599,400</b>	<b>3,664,794</b>	<b>5,599,400</b>

**Appendix D**

<b><u>Statutory Fees</u></b>	<b><u>Income</u></b> <b><u>20/21</u></b>	<b><u>Budget</u></b> <b><u>21/22</u></b>	<b><u>Income</u></b> <b><u>21/22 YTD</u></b>	<b><u>Budget</u></b> <b><u>22/23</u></b> <b><u>(Jan22 -</u></b> <b><u>not adj)</u></b>	<b><u>Budget</u></b> <b><u>22/23</u></b> <b><u>estimate</u></b>
<b><u>Electoral Services</u></b>					
Electoral Registration	1,622	1,000	1,905	1,000	1,000
<b><u>Environmental Health/Bdg Cont</u></b>					
Pollution Prevention & Control Act	5,412	4,000	2,906	4,000	4,043
Gambling Act Fees	11,110	18,200	10,292	18,200	18,200
Licensing Fees	1,994	3,500	1,866	3,500	3,516
Water Testing Charges	-	-	1,153	-	-
<b><u>Housing Options</u></b>					
	657,604	565,800	827,941	565,800	565,800
	68,124	20,000	-	20,000	20,000
	213,682	240,800	-	240,800	240,800
Bed & Breakfast	<b>939,410</b>	<b>826,600</b>	<b>827,941</b>	<b>826,600</b>	<b>826,600</b>
<b><u>Planning/Housing</u></b>					
B) Planning Application Fees	875,965	530,000	448,890	530,000	530,000
<b>Total Statutory F&amp;C Income</b>	<b><u>1,835,512</u></b>	<b><u>1,383,300</u></b>	<b><u>1,294,952</u></b>	<b><u>1,383,300</u></b>	<b><u>1,383,359</u></b>

<u>Estim increase in income bgts</u>	<u>GL Code</u>	<u>Fee Increase %</u>
-	316017233	0.0%
43	102017303	1.1%
-	107027301	0.0%
16	107017309	0.5%
-	105027301	0.3%
-	123027501	0.0%
-	123077501	0.0%
-	123097501	0.0%
-		<b>0.0%</b>
-	211027331	0.0%