

Fees and Charges
2022/2023

Policy & Governance
Schedule of Fees and Charges for 2022/2023

			VAT	Existing	Proposed	%	2021/22	Proposed				
			Indicator	Charge	Charge	Increase	Budget	Additional				
				£	£		£	Yield				
								£				
Register of Electors												
Electronic Data	Per 1,000 names or part thereof on each register	Statutory	OO	20.00	20.00	0.0%	}	2,000	0			
		Statutory	OO	1.50	1.50	0.0%						
Paper Data	Per 1,000 names or part thereof on each register	Statutory	OO	10.00	10.00	0.0%						
		Statutory	OO	5.00	5.00	0.0%						
						(A flat rate fee is charged plus a charge per 1,000 names on each register.)						

Vat Indicator: OS = Standard
 OE = Exempt
 OZ = Zero Rated
 OO = Outside Scope

Policy & Governance
Schedule of Fees and Charges for 2022/23

		Unit of Charge	VAT Indicator	Existing Charge £	Proposed Charge £	% Increase	2021/22 Budget £	Proposed Additional Yield £
Democratic Representation								
<u>Annual Charges for supply of Committee Agendas</u>								
Meetings of Full Council	Waverley Set charge	Per Annum	OZ	46.40	46.40	0.0%	}	0
Area Planning Committees (All)	Waverley Set charge	Per Annum	OZ	72.00	72.00	0.0%		
Individual Area Planning Committee	Waverley Set charge	Per Annum	OZ	36.10	36.10	0.0%		
Executive	Waverley Set charge	Per Annum	OZ	72.20	72.20	0.0%		
Others	Waverley Set charge	Per Annum	OZ	36.10	36.10	0.0%		
<u>Other Charges</u>								
Copies of Committee Documents	Waverley Set charge	Per Copy	OS	10.40	10.40	0.0%	0	0
Land Charges								
LLC1 Official Search	Break even service	Per Search	OO	43.00	43.00	0.0%	}	404,650
LLC1 additional parcel of land	Break even service	Per Parcel	OO	5.00	5.00	0.0%		
Con29 (inc SCC)	Break even service	Per Search	OS	245.00	245.00	0.0%		
Full Land Charges Search (inc. SCC)	Break even service	Per Search	OS	288.00	288.00	0.0%		
Printed Part II								
- Enquiries Con29O listed	Break even service	per Enquiry	OS	18.00	18.00	0.0%		
- Each additional enquiry with Con 29	Break even service	per Enquiry	OS	27.60	27.60	0.0%		
- Each Additional Enquiry	Break even service	per Enquiry	OO	23.00	23.00	0.0%		
Search single part of Register	Break even service	per Enquiry	OO	4.00	4.00	0.0%		
Con 29	Break even service	per Question	OS	3.00	3.00	0.0%		
Search and Photocopying Legal Agreements, Searches etc.	Break even service	Minimum Charge based upon 15-minute unit	OS	16.00	16.00	0.0%		
Search and Photocopying A1 Plans/ Dyeline Copies	Break even service	Per Copy	OS	16.00	16.00	0.0%		
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Legal Expenses								
Freedom of Information/ Environmental Information Regulations	Waverley Set charge	Per Enquiry	OO		By Arrangement By Arrangement		}	0
Proof of Life Certificates	Waverley Set charge		OO	39.20	39.20	0.0%		
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		Unit of	VAT	Existing	Proposed	%		2021/22	Proposed
	Charge	Indicator		Charge	Charge	Increase		Budget	Additional
				£	£			£	Yield
									£
Corporate Management									
Sale of Annual Financial Report	Waverley Set Charge	Per Copy	OZ	11.50	11.80	2.6%	}	0	0
Sale of Annual Budget	Waverley Set Charge	Per Copy	OZ	11.50	11.80	2.6%			

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Planning Service
Schedule of Fees and Charges for 2022/2023

		Unit of Charge	VAT Indicator	Existing Charge	Proposed Charge £	% Increase	2021/22 Budget £	Proposed Additional Yield £
Development Control								
Planning Application Fees	Stutory	Various	OO	Various	Various	0.0%		
Supply of Weekly Lists of Planning Applications	Waverley Set	Per Annum	OZ	226.70	234.00	3.2%		
<u>Search and Photocopying</u>								
Copies of documents (general)	Waverley Set	First page £1.00	OS	1.20	1.25	4.2%		
		45p/sheet thereafter						
Decision notices and other standard documents	Waverley Set		OO	20.70	21.50	3.9%		
A0	Waverley Set			26.90	28.00	4.1%		
A1 Plans / Dylene Copies	Waverley Set	Per Copy	OS	22.80	23.50	3.1%		
A2	Waverley Set			15.50	16.00	3.2%		
A3	Waverley Set			11.50	12.00	4.3%		
A4	Waverley Set			8.30	8.50	2.4%		
High Hedges	Waverley Set	Per Property (Minimum Charge)	OO	515.10	531.00	3.1%		
Pre-Application Charges <i>(charges shown inclusive of VAT)</i>								
Planning Surgeries -Householder	Waverley Set		OS	64.00				
-Householder	Waverley Set		OS	101.00				
-One dwelling & other development	Waverley Set		OS	211.20				
-2-5 dwellings	Waverley Set		OS	527.60				
-6-10 dwellings	Waverley Set		OS	950.00				
-10-25 dwellings	Waverley Set		OS	2,637.40				
-26+ dwellings	Waverley Set		OS	5,274.70				
100-500 dwellings	Waverley Set		OS	7,912.00			1,259,010	20,000
500+ dwellings	Waverley Set		OS	10,549.30				
Commercial Floor space ≤150m2	Waverley Set		OS	211.20				
- 150m2 - 500m2	Waverley Set		OS	527.60				
- 501m2 - 1,000m2	Waverley Set		OS	2,637.40				
- 1,000+ m2	Waverley Set		OS	3,692.30				
Other development: non-commercial, equine, commercial	Waverley Set	Change of Use	OS	211.20				
Amended pre-application	Waverley Set			50% original charge				
Development Control Consultative Forum	Waverley Set		OS	5,151.00				
Research Fee	Waverley Set		OS	113.40				
Validation Checks	Waverley Set		OS	56.70				
Listed Building & Conservation Area Advice								
- Up to 30 min site visit and short note or written advice	Waverley Set		OS	50.50				
- Up to 45 min site visit and short note or written advice	Waverley Set		OS	101.00				
- Up to an hour site visit and formal written advice	Waverley Set		OS	252.50				
- Up to 1hr30 mins site visit and formal written advice	Waverley Set		OS	505.00				
Tree Advice	Waverley Set		OS	51.60				
Charging for meetings as part of application	Waverley Set		OS	103.10				

Please see paragraph 13.3 of report
New Proposed Fee Structure is below

Planning Service
Schedule of Fees and Charges for 2022/2023

Pre-Application Charges

(charges shown inclusive of VAT)

<u>Levels of service</u>	<u>Included</u>
Bronze	30 min "surgery" meeting with officer for a single application to receive a brief bullet pointed response within 48 hours*
Silver - post refusal	Silver would then be required if the appt/ surgery was booked post refusal with the same deliverables as stated in the Bronze package. However, with the additional time for the officer to familiarise themselves the with rejected application ahead of time. *
Silver	To review plans. Will include a site visit and a brief written response will be collated afterwards within an agreed time dependant on complexity. *
Gold	More time to discuss the application (to be agreed on initial review by the officer), site visit and full written response for larger applications within an agreed time dependant on complexity. . *
Platinum/ PPA	This service is for very large projects and the fee you'll pay depends on your individual case. You need to pay a £500 deposit, and then we'll arrange a meeting to discuss how much detail you need. We'll also decide if you need any consultations. We'll send a caseworker to visit the site and arrange a schedule of meetings with you. You'll also get written feedback. As part of this service, we'll consult with any officers who are needed. *

* Any additional deemed necessary by the allocated officer and agreed with applicant will be charged by the hour thereafter.

Residential Developments

<u>Service Level</u>	<u>Householder</u>	<u>One dwelling and other development</u>	<u>1-9 Dwellings</u>	<u>10-49 Dwellings</u>	<u>50+ Dwelling</u>
Bronze	110.00	n/a	810.00	n/a	n/a
Silver	247.00	230.00	1200.00	n/a	n/a
Gold	n/a	n/a	1500.00	Bespoke	Bespoke
PPA	n/a	n/a	n/a	Bespoke	Bespoke
Extras					
Additional plans	80.00	120.00	160.00	Bespoke	Bespoke
Additional meetings (based on 1/2 hour meeting)	50.00	100.00	300.00	Bespoke	Bespoke

n/a - this level of service is not applicable to this application type

Bespoke - price to assessed on application dependant on complexity of requirements

Commercial

<u>Service Level</u>	<u>Up to 250 sq metre</u>	<u>Over 250 sq metre</u>
Bronze	406.00	Bespoke
Silver	812.00	Bespoke
Gold	n/a	Bespoke
Platinum	n/a	Bespoke
Extras		
Additional plans	80.00	Bespoke
Additional meetings (based on 1/2 hour meeting)	50.00	Bespoke

n/a - this level of service is not applicable to this application type

Bespoke - price to assessed on application dependant on complexity of requirements

Other Charges

Charge

Non-commercial, equine, commercial	218.00
Research fee	price on application*
Validation	price on application*
Development Control Consultative Forum	Starting from £5,000.00*

* price to assessed on application dependant on complexity of requirements

Listed Building & Conservation Area Advice

Up to 30 min site visit and short note or written advice	52.00
Up to 45 min site visit and short note or written advice	104.00
Up to an hour site visit and formal written advice	260.00
Up to 1hr30 mins site visit and formal written advice	521.00

Tree Advice	53.00
Charging for meetings as part of application	106.00

Hourly Rates

Any requests that fall outside of the above fees will be subject to the below hourly rates

<u>Post</u>	<u>Hourly Rate</u>
Head of Service	79.00
Area Team Leader	55.00
Principal Planning Officer	51.00
Senior Planning Officer	44.00
Planning Officer	39.00
Planning Technician	30.00

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	Unit of Charge	VAT Indicator	Existing Charge	Proposed Charge £	% Increase	2021/22 Budget £	Proposed Additional Yield £
Other Planning Services							
2002 Local Plan document (no maps)	Waverley Set	Per Copy	OZ	20.70	21.50	3.9%	}
Local Plan Part 1 (February 2018) (including maps)	Waverley Set	Per Copy	OZ	51.60	53.00	2.7%	
(Maps only)	Waverley Set	Per Copy	OZ	28.90	30.00	3.8%	
Self Build and Custom Housebuilding Register - Entry to the Register	Waverley Set	Per application	OO	31.00	32.00	3.2%	
- Fee to remain on Register (applies from 31st October 2018)	Waverley Set	Per Annum	OO	15.50	16.00	3.2%	
							0

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Commercial Services Schedule of Fees and Charges for 2022/2023							2021/22	Proposed
	Unit of	VAT	Existing	Proposed	%	Explanatory Notes	2021/22	Proposed
	Charge	Indicator	Charge	Charge	Increase		Budget	Additional
			£	£			£	Yield
								£
							196,343	5,970
Event and Filming Administration Fees								
All events and filming request will be subject to an administration charge to cover the costs of event admin, checking of documentation and any site visits required								
Local Community / Charity / School	Waverley set	OS	55.00	56.70	3.1%			
Commercial Event / Filming Admin	Waverley set	OS	150.00	154.50	3.0%			
Town & parish Council fee per annum for organising events on WBC land to cover admin required	Waverley set	OS	110.00	113.30	3.0%			
Events								
Fairs - Operational day	Waverley set	Day	OE	650.00	669.50	3.0%	} plus 500 refundable deposit	
Fairs - Setting up / down	Waverley set	Day	OE	310.00	319.30	3.0%	}	
Fetes / Village Shows	Waverley set	Day	OE	165.00	170.00	3.0%	} plus 200 refundable deposit	
Car Boot Sales	Waverley set	Day	OE	165.00	170.00	3.0%	}	
Caravan Rallies - Per Unit	Waverley set	Night	OS	9.50	9.80	3.2%	}	
Tilford Camp Site - Per Head	Waverley set	Night	OS	6.50	6.70	3.1%		
Grazing Rights	Waverley set	By Negotiat By Negotiation						
Frensham Common	Waverley set	upto 1 hr	OS	1.50	1.50		} Revised Ringo Charging Scheme	
Parking payable from 09:00 - 19:00	Waverley set	upto 2hr	OS	3.00	3.00		}	
	Waverley set	upto 4hr	OS	4.00	4.00		}	
	Waverley set	All day	OS	6.00	6.00		}	
Out of hours call out charge for late stayers after 21:00 gate close	Waverley set			50.00				50.00
Balloon launches	Waverley set	per launch	OE	85.00	87.60	3.1%		
	Waverley set	Annual fee	OE	1,080.00	1,112.40	3.0%	Exclusive right per site	
Allotments								
5 rod plot	Waverley set	per plot	OE	65.00	67.00	3.1%		
10 rod plot	Waverley set	per plot	OE	130.00	133.90	3.0%		
Forest Schools	Waverley set	Session	OE	42.00	43.30	3.1%		
	Waverley set	Annual Licen	OE	250.00	250.00	0.0%		
Professional Dog Walking	Waverley set	Session	OE	17.00	17.60	3.5%		
	Waverley set	Annual licenc	OE	165.00	170.00	3.0%	1 person with 4 dogs on WBC sites	
Bonfires	Waverley set	Event	OE	115.00	118.50	3.0%	} plus 500 refundable deposit	
Ice Cream Vans	Waverley set	6 months	OE	1,670.00	1,720.10	3.0%	} plus 500 refundable deposit	
	Waverley set	Per day	OE	55.00	56.70	3.1%	}	
Mobile Catering	Waverley set	per month	OE	570.00	587.10	3.0%	} plus 500 refundable deposit	
Bouncy Castle (use of land)	Waverley set	Session	OE	60.00	61.80	3.0%		
Blessings (eg Frensham Pond)	Waverley set	Event	OS	55.00	56.70	3.1%		
Spaces	Waverley set		OS	210.00	216.30	3.0%	} plus 200 refundable deposit	
Farnham Castle use of Farnham park for extra parking for castle	Waverley set		OS	1,080.00	1,112.40	3.0%	annual fee	
Officer call outs for site visits / meetings / utility meetings	Waverley set	Hour	OE	120.00	123.60	3.0%		

Commercial Services
Schedule of Fees and Charges for 2022/2023

		Unit of	VAT	Existing	Proposed	%	Explanatory Notes	2021/22	Proposed
		Charge	Indicator	Charge	Charge	Increase		Budget	Additional
				£	£			£	Yield
									£
Skip Licence	Waverley set	Per skip		55.00	56.70	3.1%			
Temporary use of Council land for access or storage by	Waverley set	Per occasion		100.00	103.00	3.0%			
Still Photography									
Advertising	Waverley set	Per Day (or part thereof)	OS	By Negotiat	By Negotiation		}		
Books or Magazines	Waverley set		OS	By Negotiat	By Negotiation		}		
							}		

Commercial Services Schedule of Fees and Charges for 2022/2023							2021/22	Proposed
	Unit of	VAT	Existing	Proposed	%	Explanatory Notes	2021/22	Proposed
	Charge	Indicator	Charge	Charge	Increase		Budget	Additional
			£	£			£	Yield
								£
Filming								
Feature film or Advertising film	Waverley set	Per Day	OS	By Negotiat	By Negotiation	}		
Set up and clear up days	Waverley set	(or	OS	By Negotiat	By Negotiation	}		
Television Drama or Comedy	Waverley set	part thereof)	OS	By Negotiat	By Negotiation	}		
Small scale filming	Waverley set		OS	By Negotiat	By Negotiation	}		
University of creative arts - student filming requests	Waverley set	Annual fee	OS	1,055.00	1,086.70	3.0%		
Music								
Recording or video	Waverley set	Per Day (or part thereof)	OS	By Negotiat	By Negotiation	}		
Recreational Open Space								
Football								
With Pavilion								
Full size pitch over 18's, 11v11	Waverley set	Match	OS	95.00	97.90	3.1%	}	
Full size pitch U13 - U18's, 11v11	Waverley set	Match	OS	57.00	58.80	3.2%	}	
Junior pitch U11-U12's, 9v9	Waverley set	Match	OS	45.00	46.40	3.1%	}	
Colleges/Businesses Seniors	Waverley set	Match	OS	102.00	105.10	3.0%	}	
Without Pavilion								
Full size pitch over 18's, 11v11	Waverley set	Match	OS	83.00	85.50	3.0%	}	
Full size pitch U13 - U18's, 11v11	Waverley set	Match	OS	49.00	50.50	3.1%	}	
Junior pitch U11-U12's, 9v9	Waverley set	Match	OS	37.00	38.20	3.2%	}	
Mini pitch U7-U10, 5v5 ad 7v7	Waverley set	Match	OS	34.00	35.10	3.2%	}	
Colleges/Businesses Seniors	Waverley set	Match	OS	90.00	92.70	3.0%	}	
Rugby								
Seniors	Waverley set	Match	OS	93.00	95.80	3.0%	}	
Mini Rugby	Waverley set	Match	OS	47.00	48.50	3.2%	}	
Junior (u18)	Waverley set	Match	OS	55.00	56.70	3.1%	}	
Colleges/Businesses Seniors	Waverley set	Match	OS	103.00	106.10	3.0%	}	
Training								
Football - no pitch use	Waverley set	Session	OS	27.00	27.90	3.3%	}	
Rugby - no pitch use	Waverley set	Session	OS	29.00	29.90	3.1%	}	
Football - pitch use	Waverley set	Session	OS	75.00	77.30	3.1%	}	
Rugby - pitch use	Waverley set	Session	OS	87.00	89.70	3.1%	}	
Cricket - with pavilion								
Seniors	Waverley set	Match	OS	103.00	106.10	3.0%	}	
Seniors (artificial wicket)	Waverley set	Match	OS	84.00	86.60	3.1%	}	
Colts	Waverley set	Match	OS	43.00	44.30	3.0%	}	
Colts (artificial wicket)	Waverley set	Match	OS	38.00	39.20	3.2%	}	
Colleges/Businesses Seniors	Waverley set	Match	OS	108.00	111.30	3.1%	}	
Cricket - without pavilion								
Seniors	Waverley set	Match	OS	88.00	90.70	3.1%	}	
Seniors (artificial wicket)	Waverley set	Match	OS	73.00	75.20	3.0%	}	
Colts	Waverley set	Match	OS	39.00	40.20	3.1%	}	
Colts (artificial wicket)	Waverley set	Match	OS	34.00	35.10	3.2%	}	
Colleges/Businesses Seniors	Waverley set	Match	OS	98.00	101.00	3.1%	}	
Broadwater Changing rooms	Waverley set	Match	OS	20.00	20.60	3.0%	eg FCC cricket matches	

Note:
VAT is not chargeable on certain block/seasonal bookings of sports facilities.

Commercial Services
Schedule of Fees and Charges for 2022/2023

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	Charge	Indicator	Charge	Charge	Increase		Budget	Additional
			£	£			£	Yield
								£
Shottermill Cemetery, Haslemere								
Interment Fees - Earth Grave								
First Burial in Grave Space - 8ft	Waverley set)	OO	880.00	880.00	0.0%		
Subsequent Burials	Waverley set)	OO	785.00	785.00	0.0%		
Child - 0-16 years	Waverley set) per Grave	OO	No Charge	No Charge			
Ashes	Waverley set)	OO	395.00	395.00	0.0%		
Ashes - Child 0-16 years	Waverley set)	OO	No Charge	No Charge			
Non-Residents of the Parish	Waverley set)	OO	Fees + 100	Fees + 100%			
Exclusive Right of Burial								
Purchase of Grave Space								
Earth Grave	Waverley set)	OO	1,630.00	1,630.00	0.0%		
Earth Grave - child 0-16 years	Waverley set)	OO	560.00	560.00	0.0%	12,388	0
Cremation Section	Waverley set)	OO	560.00	560.00	0.0%		
Non-Residents of the Parish	Waverley set)	OO	Fees + 100	Fees + 100%			
Transfer of exclusive grant of right of burial	Waverley set)	OO	65.70	65.70	0.0%		
Memorial Rights								
(Grave Space must be purchased)								
Head Stone (maximum height 5')	Waverley set)	OO	162.00	162.00	0.0%		
Kerb Stone (maximum 7'x 3'6" cross or other monument not over 2' high x 1'6" added inscription after first Non-Residents of the Parish)	Waverley set)	OO	220.00	220.00	0.0%		
	Waverley set)						
	Waverley set)						
	Waverley set)	OO	110.00	110.00	0.0%		
	Waverley set)	OO	Fees + 100	Fees + 100%			
Administration								
Discretionary Fee	Waverley set)	OO	65.00	65.00	0.0%		

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		Charge	Indicator	Charge	Charge	Increase		Budget	Additional
		£		£	£			£	Yield
									£
House Name Changes, Street Naming and Numbering									
<u>Property name additions/amendments</u>									
Rename a road	Waverley set		OO	317.40	327.00	3.0%			
Rename a property	Waverley set		OO	106.20	109.40	3.0%			
<u>Numbering of new properties</u>									
Plots									
First plot of any new development	Waverley set		OO	211.20	217.60	3.0%			
Additional plots 2 to 20	Waverley set		OO	42.40	43.70	3.1%			
Additional plots 21 and above	Waverley set		OO	32.10	33.10	3.1%		60,000	1,830
Name building or block in addition to any number	Waverley set			55.00	56.70	3.1%			
Penalty for retrospective engagement with SNN (project substantively complete)	Waverley set			150.00	154.50	3.0%			
Historical research (min of 2 hours)	Waverley set			50.00	51.50	3.0%			
Removing a name	Waverley set			60.00	61.80	3.0%			
Copy of postal plot	Waverley set			35.00	36.10	3.1%			
Amendment to previously agreed address	Waverley set			50 + 25p pl	50 + 25p plot				
Site visit	Waverley set			50.00	51.50	3.0%			
Confirmation of address	Waverley set			25.00	25.80	3.2%			
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Building Control Fees	Break even service	Various	OS	Locally determined fees in accordance with LGA Building				602,900	18090
<u>Search and Photocopying Enquiries (Building Control)</u>	Break even service	Minimum Charge	OS	50.00	51.50	3.0%		0	0
Copy Building Control certificate	Break even service		OO	35.00	36.10	3.1%			
Withdrawing an application	Break even service			100.00	103.00	3.0%			
Research (min 2 hours)	Break even service			50.00	51.50	3.0%			
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	Charge	Indicator	Charge	Charge	Increase		Budget	Additional
			£	£			£	Yield
Careline								
- Careline Customers: <i>(excluding VAT)</i>	Waverley Set	Per Month	OS	19.70	19.70	0.0% } Additional fee of £2 per invoice generated for new customers not paying by Direct Debit	432,134	0
- Housing Associations	Waverley Set	Contracts and pricing individually agreed						

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 OZ = Zero Rated
 OO = Outside Scope

Finance & Property
Schedule of Fees and Charges 2022/2023

	Unit of Charge	VAT Indicator	Existing Charge £	Proposed Charge £	% Increase	Explanatory Notes	2021/22 Budget £	Proposed Additional Yield £
Property and Development Services								
Surveyor's Fees								
Request from owners/occupiers to purchase additional land	Waverley Set	Per Request	OS	536.00	550.00	2.6%	Collected in advance	}
Request from owners/occupiers for the grant of a permanent easement	Waverley Set	Per Request	OS	536.00	550.00	2.6%	Collected in advance Easements that become protracted may be subject to a further charge of £450	
Request for access/drainage rights	Waverley Set	Per Request	OS	536.00	550.00	2.6%	Collected in advance	
Request for assignment of leases (where lease allows)		Per Request					Minimum charge	
Residential Premises	Waverley Set		OS	268.00	275.00	2.6%	Minimum charge	
Commercial Tenancies	Waverley Set		OS	639.00	750.00	17.4%	Minimum charge	
Request for landlord's consent for change of use/sub-letting/alterations etc. (where lease allows)		Per Request					Minimum charge	
Residential Premises	Waverley Set		OS	268.00	275.00	2.6%	Minimum charge	
Commercial Tenancies	Waverley Set		OS	639.00	750.00	17.4%	Minimum charge	
Grant of licence to use land or accessway	Waverley Set	Per Request	OS	268.00	350.00	30.6%	Collected in advance	
Request for a tenant's reference	Waverley Set	Per Request	OS	160.00	175.00	9.4%	Collected in advance	
Discharge of a covenant	Waverley Set	Per Request	OS	480.00	550.00	14.6%		
Request for Wayleave	Waverley Set	Per Request	OS	320.00	350.00	9.4%		
Grant/renewal of lease (where appropriate)		Per Request						
Commercial	Waverley Set		OS	536.00	750.00	39.9%	Minimum charge	
Sports Clubs/Community Groups etc	Waverley Set		OS	268.00	125.00	-53.4%		
							5,155	390

Vat Indicator: OS = Standard
OE = Exempt
OZ = Zero Rated
OO = Outside Scope

Finance
Schedule of Fees and Charges for 2022/2023

Unit of	VAT	Existing	Proposed	%	Explanatory Notes	2021/22	Proposed
Charge	Indicator	Charge	Charge	Increase		Budget	Additional
		£	£			£	Yield
							£
Cost of Collection							
Summons Costs							
Council Tax							
on issue of summons	Per Summons						
on granting of liability order (further charge)	OO	107.10	107.10	0.0%	The fees are determined after consultation with the	0	0
	OO	3.10	3.10	0.0%			
Business Rates							
on issue of summons	Per Summons				the Surrey Magistrates'		
on granting of liability order (further charge)	OO	132.60	132.60	0.0%	Courts Committee.	0	0
	OO	3.10	3.10	0.0%			
Vat Indicator: OS = Standard OE = Exempt OZ = Zero Rated OO = Outside Scope							

Commercial Services
Schedule of Fees and Charges 2022/2023

	Unit of	VAT	Existing	Proposed	%	2021/22	Proposed
	Charge	Indicator	Charge	Charge	Increase	Budget	Additional
			£	£		£	Yield
							£
Borough Hall, Godalming						85,225	2,980
Casual Use							
Main Hall							
Monday - Friday	8am - 6pm	Waverley Set	Per Hour	OE	41.00	42.30	3.2%
Monday - Thursday	6pm - Midnight	Waverley Set	Per Hour	OE	50.00	51.50	3.0%
Friday - Sunday	6pm - 11pm	Waverley Set	Per Hour	OE	60.00	61.80	3.0%
Childrens Parties							
Saturday and Sunday	9am - 5:30pm	Waverley Set	Per Hour	OE	39.00	40.20	3.1%
Court Room							
Monday - Friday	8am - 6pm	Waverley Set	Per Hour	OE	31.00	32.00	3.2%
Monday - Thursday	6pm - Midnight	Waverley Set	Per Hour	OE	40.00	41.20	3.0%
Friday - Sunday	6pm - 11pm	Waverley Set	Per Hour		45.00	46.40	3.1%
Borough Hall Complex							
Friday - Sunday	6pm - 11pm	Waverley Set	Per Hour	OE	63.00	64.90	3.0%
Extra Staff Member (Tiered seating, bar staff, support)							
	9am - 6pm	Waverley Set	Per Hour	OE	15.50	16.00	3.2%
	6pm - midnight	Waverley Set	Per Hour	OE	15.50	16.00	3.2%
	Midnight - 2am	Waverley Set	Per Hour	OE	25.80	26.60	3.1%
Other							
Tiered seating		Waverley Set	Daily Charge		77.30	79.70	3.1%
Linen Laundry		Waverley Set	Per Cloth		8.30	8.60	3.6%
Water Urn		Waverley Set	Daily Charge		10.40	10.80	3.8%
Stage PA System		Waverley Set	Daily Charge		20.70	21.40	3.4%
Corkage		Waverley Set	Per Bottle		4.20	4.40	4.8%
Charitable and Non profit making organisations/ Waverley BC staff				20% discount applied			

Commercial Services
Schedule of Fees and Charges 2022/2023

			Unit of	VAT	Existing	Proposed	%	2021/22	Proposed
			Charge	Indicator	Charge	Charge	Increase	Budget	Additional
					£	£		£	Yield
									£
Regular Use									
Main Hall									
Monday - Friday	8am - 6pm	Waverley Set	Per Hour	OE	18.60	19.20	3.2%		
Monday - Thursday	6pm - Midnight	Waverley Set	Per Hour	OE	25.80	26.60	3.1%		
Friday - Sunday	6pm - 11pm	Waverley Set	Per Hour	OE	36.10	37.20	3.0%		
Court Room/Bar									
Monday - Friday	8am - 6pm	Waverley Set	Per Hour	OE	13.50	14.00	3.7%		
Monday - Thursday	6pm - Midnight	Waverley Set	Per Hour	OE	18.60	19.20	3.2%		
Friday - Sunday	6pm - 11pm	Waverley Set	Per Hour	OE	26.00	26.80	3.1%		

The court room, when used as a bar for social functions, will be closed at 11pm and cleared by 11.30pm.

The above schedule excludes the Cinema which is shown below.

Nursery School: to be agreed.

Cancellation of a Casual Booking will incur a loss of the deposit paid. Cancellation of a booking within 28 days of the booked date will incur total cost of the booking to be levied.

A cash deposit of £1,000 will be secured on any public function and an insurance indemnity of £2,000,000 required. An insurance indemnity certificate of £1,000,000 is required on all bookings.

A negotiation of rates chargeable can be made in circumstances beneficial to the Council and the client especially on regular use.

Bar facilities from 7pm - 11pm are part of the bookings for our clients if required.

Clients are not allowed to operate their own bar unless special permission and conditions apply

The premises must be cleared by the client and their guests by midnight.

Catering for large social functions will not be allowed to be carried out by the client unless special permission and conditions apply.

The Borough Hall complex is a non-smoking area.

Regular Hirers will be charged for all pre-confirmed dates within the financial year, any cancellations by the Hirer will not be refunded.

In the event of adverse weather, the Borough Hall Management reserves the right to cancel bookings at short notice Regular Bookings cancelled by Management will be refunded at the end of the financial year

Cinema

Adult	Waverley Set	OS	7.80	8.10	3.8%
Senior	Waverley Set	OS	6.80	7.10	4.4%
Child	Waverley Set	OS	3.50	3.70	5.7%
Student	Waverley Set	OS	6.80	7.10	4.4%
Group (10 or more)	Waverley Set	OS	6.50	6.70	3.1%

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Commercial Services
Schedule of Fees and Charges 2022/2023

		Unit of	VAT	Existing	Proposed	%	2021/22	Proposed
		Charge	Indicator	Charge	Charge	Increase	Budget	Additional
				£	£		£	Yield
								£
Memorial Hall							117,857	3,890
Casual Use								
Main Hall - Miles Rafe Room								
Weekday	Waverley Set	Per Hour	OE	25.80	26.60	3.1%		
Weekend	Waverley Set	Per Hour	OE	41.30	42.60	3.1%		
All day hire	Waverley Set	Per Day	OE	1,030.20	1,061.20	3.0%		
Exclusive Use	Waverley Set	Per Hour		92.80	95.60	3.0%		
	weekend only							
	weekend only							
Wallace Room								
Weekday	Waverley Set	Per Hour	OE	15.50	16.00	3.2%		
Weekend	Waverley Set	Per Hour	OE	20.70	21.40	3.4%		
Ayres Room								
Weekday	Waverley Set	Per Hour	OE	15.50	16.00	3.2%		
Weekend	Waverley Set	Per Hour	OE	20.70	21.40	3.4%		
Combined Wallace & Ayres Rooms								
Weekday	Waverley Set	Per Hour	OE	20.70	21.40	3.4%		
Weekend	Waverley Set	Per Hour	OE	31.00	32.00	3.2%		
Hawkins Room								
Weekday	Waverley Set	Per Hour	OE	15.50	16.00	3.2%		
Weekend	Waverley Set	Per Hour	OE	20.70	21.40	3.4%		
Mansey								
Weekday	Waverley Set	Per Hour	OE	15.50	16.00	3.2%		
Weekend	Waverley Set	Per Hour	OE	20.70	21.40	3.4%		
Regular Use								
Main Hall - Miles Rafe Room								
Weekday	Waverley Set	Per Hour	OE	20.70	21.40	3.4%		
Weekend	Waverley Set	Per Hour	OE	41.30	42.60	3.1%		
All day hire	Waverley Set	Per Day	OE	1,030.20	1,061.20	3.0%		
Exclusive Use	Waverley Set	Per Hour		92.80	95.60	3.0%		
Wallace Room								
Weekday	Waverley Set	Per Hour	OE	10.40	10.80	3.8%		
Weekend	Waverley Set	Per Hour	OE	15.50	16.00	3.2%		
Ayres Room								
Weekday	Waverley Set	Per Hour	OE	10.40	10.80	3.8%		
Weekend	Waverley Set	Per Hour	OE	15.50	16.00	3.2%		
Combined Wallace & Ayres Rooms								
Weekday	Waverley Set	Per Hour	OE	15.50	16.00	3.2%		
Weekend	Waverley Set	Per Hour	OE	20.70	21.40	3.4%		
Hawkins Room								
Weekday	Waverley Set	Per Hour	OE	10.40	10.80	3.8%		
Weekend	Waverley Set	Per Hour	OE	15.50	16.00	3.2%		
Mansey								
Weekday	Waverley Set	Per Hour	OE	10.40	10.80	3.8%		
Weekend	Waverley Set	Per Hour	OE	15.50	16.00	3.2%		
Performing Rights Tariff			OE		3% of hire charge			not required if hirer can sufficient provide their own PRS certificate

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Environment Services
Schedule of Fees and Charges 2022/2023

	Unit of Charge	VAT Indicator	Existing Charge £	Proposed Charge £	% Increase	2021/22 Budget £	Proposed Additional Yield £	
Waste Recycling								
Green Waste Collection								
Standard Charge:								
1 bin	Waverley Set	per Annum	OO	70.00	2.9%	1,135,000	32,915	
Purchase of bin *	Waverley Set	per Item	OO	40.00	0.0%			
Purchase of bins								
Black 140 litre refuse bin	Purchase of bin *	Waverley Set	per Item	OO	30.00	0.0%	5,000	
Black 180 litre refuse bin	Purchase of bin *	Waverley Set	per Item	OO	40.00	0.0%		
Black 360 litre refuse bin	Purchase of bin *	Waverley Set	per Item	OO	60.00	0.0%		
Blue 140 litre recycling bin	Purchase of bin *	Waverley Set	per Item	OO	20.00	0.0%		
Blue 180 litre recycling bin	Purchase of bin *	Waverley Set	per Item	OO	20.00	0.0%		
Blue 240 litre recycling bin	Purchase of bin *	Waverley Set	per Item	OO	30.00	0.0%		
Blue 360 litre recycling bin	Purchase of bin *	Waverley Set	per Item	OO	40.00	0.0%		
Food caddies	Purchase of bin *	Waverley Set	per Item	OO	7.00	0.0%		
								0

Please Note:
All developer/property management company bin purchases will be priced on application and subject to agreement of details in each case.

Uprive collection

Driveways less than 100 metres	Additional charge to customer	per Annum	OO	333.15	343.00	3.0%
Driveways more than 100 metres	Additional charge to customer	per Annum	OO	416.44	429.00	3.0%

* This charge recovers the cost of purchasing and delivering the bin.

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Environment Services
Schedule of Fees and Charges 2022/2023

	Unit of Charge	VAT Indicator	Existing Charge £	Proposed Charge £	% Increase	2021/22 Budget £	Proposed Additional Yield £
Environmental Health							
Food							
Surrender Certificates for Unfit Food	Waverley Set	OS	187.00	187.00	0.0%	2,500	0
Export Certificates for Food	Waverley Set	OS	187.00	187.00	0.0%		
Statement of Fact	Waverley Set	OS	187.00	187.00	0.0%		
Premises Endorsement For Export	Waverley Set		105.00	105.00	0.0%		
Re-visits for Food Hygiene Rating	Waverley Set		205.00	205.00	0.0%		
Private Water Supply							
Risk Assessments	Statutory	Per Request	176.00	176.00	0.0%	1,319	0
	Statutory	+ Per Hour	61.00	61.00	0.0%		
Sampling	Statutory	Per Request	66.00	66.00	0.0%		
	Statutory		56.00	56.00	0.0%		
Investigations	Statutory	Per Hour	66.00	66.00	0.0%		
Authorisations	Statutory	Per Request	106.00	106.00	0.0%		
	Statutory	+ Per Hour	56.00	56.00	0.0%		
Analysis	Statutory	Per Request	26.00	26.00	0.0%		

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Environment Services
Schedule of Fees and Charges 2022/2023

		Unit of Charge	VAT Indicator	Existing Charge £	Proposed Charge £	% Increase	2021/22 Budget £	Proposed Additional Yield £
Animal Control								
Stray Dogs	Waverley Set	Per Occasion	OO	25.00	25.00	0.0%	760	0
Collection and call out charge*			OS	70.00	70.00	0.0%		
Rats and Mice								
Domestic #	Waverley Set	Per Treatment	OS	108.00	108.00	0.0%	3,500	0
Domestic - Call out	Waverley Set		OS	66.00	66.00	0.0%		
Reduced Charge *	Waverley Set		OS	93.00	93.00	0.0%		
Reduced Charge Call out *	Waverley Set		OS	51.00	51.00	0.0%		
Commercial	Waverley Set	Per Hour	OS	108.00	108.00	0.0%		
Commercial - Call out	Waverley Set		OS	66.00	66.00	0.0%		
Wasps								
Domestic	Waverley Set	Per Visit	OS	96.00	96.00	0.0%	3,500	0
Domestic - Call out	Waverley Set		OS	60.00	60.00	0.0%		
Reduced Charge *	Waverley Set	Per Visit	OS	81.00	81.00	0.0%		
Reduced Charge Call out *	Waverley Set		OS	45.00	45.00	0.0%		
Commercial	Waverley Set	Per Hour	OS	96.00	96.00	0.0%		
Commercial - Call out	Waverley Set		OS	60.00	60.00	0.0%		
Casual Treatments / Other Insects								
(Including Fleas)								
Fleas	Waverley Set	Per Visit	OS	114.00	114.00	0.0%	3,500	0
Reduced charge*	Waverley Set	Per Visit	OS	99.00	99.00	0.0%		
Bed Bugs	Waverley Set	Per Visit	OS	156.00	156.00	0.0%		
Reduced charge*	Waverley Set	Per Visit	OS	141.00	141.00	0.0%		
Cockroaches	Waverley Set	Per Visit	OS	114.00	114.00	0.0%		
Reduced charge*	Waverley Set	Per Visit	OS	99.00	99.00	0.0%		
Cluster Flies	Waverley Set	Per Visit	OS	138.00	138.00	0.0%		
Reduced charge*	Waverley Set	Per Visit	OS	123.00	123.00	0.0%		
Carpet Moths	Waverley Set	Per Visit	OS	138.00	138.00	0.0%		
Reduced charge*	Waverley Set	Per Visit	OS	123.00	123.00	0.0%		
Pharaoh's Ants	Waverley Set	Per Visit	OS	138.00	138.00	0.0%		
Reduced charge*	Waverley Set	Per Visit	OS	123.00	123.00	0.0%		
Advice visits or callout charge for missed appointments	Waverley Set	Per Visit	OS	60.00	60.00	0.0%		

The increases in the reduced charges are the result of the increase charged from contractors. The reduced charge will apply to those who can demonstrate to be in receipt of Income Support, Housing Benefit, Council Tax Relief (other than sole occupancy relief) or Disability Working Allowance or Disability Living Allowance.

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Environment
Schedule of Fees and Charges for 2022/2023

	Unit of Charge	VAT Indicator	Existing Charge £	Proposed Charge £	% Increase	2021/22 Budget £	Proposed Additional Yield
Licences							
Animal Welfare							
Boarding for Cats and Dogs - Kennels							
Part A (Application and Renewal Fee)	Break even service		384.00	398.00	3.6%		
Part B (Grant Fee)	Break even service		300.00	312.00	4.0%		
Total Fee	Break even service		<u>684.00</u>	<u>710.00</u>	3.8%		
Boarding for Dogs - Home Boarding							
Part A	Break even service		334.00	346.00	3.6%		
Part B	Break even service		300.00	312.00	4.0%		
Total Fee	Break even service		<u>634.00</u>	<u>658.00</u>	3.8%		
Boarding for Dogs - Day Care							
Part A	Break even service		384.00	398.00	3.6%		
Part B	Break even service		300.00	312.00	4.0%		
Total Fee	Break even service		<u>684.00</u>	<u>710.00</u>	3.8%		
Breeding Dogs(excl vet fee)							
Part A	Break even service		334.00	346.00	3.6%		
Part B	Break even service		300.00	312.00	4.0%		
Total Fee	Break even service		<u>634.00</u>	<u>658.00</u>	3.8%		
Hiring Horses (excl vet fee)							
1 - 8 horses							
Part A	Break even service		384.00	398.00	3.6%		
Part B	Break even service		325.00	338.00	4.0%		
Total Fee	Break even service		<u>709.00</u>	<u>736.00</u>	3.8%		
9 - 15 horses							
Part A	Break even service		459.00	476.00	3.7%		
Part B	Break even service		325.00	338.00	4.0%		
Total Fee	Break even service		<u>784.00</u>	<u>814.00</u>	3.8%		
Over 15 horses							
Part A	Break even service		534.00	549.00	2.8%		
Part B	Break even service		325.00	338.00	4.0%		
Total Fee	Break even service		<u>859.00</u>	<u>887.00</u>	3.3%		
Selling Animals as Pets							
Part A	Break even service		334.00	346.00	3.6%		
Part B	Break even service		300.00	312.00	4.0%		
Total Fee	Break even service		<u>634.00</u>	<u>658.00</u>	3.8%		
Exhibition of Animals							
Part A	Break even service		334.00	346.00	3.6%		
Part B	Break even service		300.00	312.00	4.0%		
Total Fee	Break even service		<u>634.00</u>	<u>658.00</u>	3.8%		
For each additional activity (to the main activity) the fee is half the standard application and grant fee.							
Each additional inspection/visit	Break even service		150.00	156.00	4.0%		
Each advisory visit	Break even service		150.00	156.00	4.0%		
Variation to the licence (inclusive of one visit)	Break even service		200.00	208.00	4.0%		
Re-evaluation of rating (inclusive of one visit)	Break even service		200.00	208.00	4.0%		
Variations to reduce licensable activities/numbers of animals	Break even service		75.00	78.00	4.0%		
Transfer due to death of licensee	Break even service		75.00	78.00	4.0%		
						141,400	4,242

Environment
Schedule of Fees and Charges for 2022/2023

		Unit of Charge	VAT Indicator	Existing Charge £	Proposed Charge £	% Increase	2021/22 Budget £	Proposed Additional Yield
Other								
Cosmetic Piercing, Electrolysis, Acupuncture	Break even service	per premise	OO	200.00	206.00	3.0%		
Cosmetic Piercing, Electrolysis, Acupuncture	Break even service	per person combined fee for premises and personal licence	OO	200.00	206.00	3.0%		
Cosmetic Piercing, Electrolysis, Acupuncture	Break even service	per person combined fee for premises and personal licence	OO	290.00	300.00	3.4%		
Tattooing	Break even service	per premise	OO	220.00	227.00	3.2%		
Tattooing	Break even service	per person combined fee for premises and personal licence	OO	220.00	227.00	3.2%		
Tattooing	Break even service	per person combined fee for premises and personal licence	OO	310.00	325.00	4.8%		
Semi-permanent skin colouring	Break even service	per premises	OO	220.00	227.00	3.2%		
Semi-permanent skin colouring	Break even service	per person	OO	220.00	227.00	3.2%		
Semi-permanent skin colouring	Break even service	combined fee for premises and personal licence	OO	310.00	325.00	4.8%		
Street Trading								
a) Sole Trader	Break even service	Annual	OO	290.00	376.00	29.7%		
b) Schedule 2 event - up to 50 traders	Break even service	Annual	OO	300.00	484.00	61.3%		
c) Schedule 2 event - 51 or more traders	Break even service	Annual	OO	230.00	497.00	116.1%		
d) Schedule 2 event - up to 50 traders	Break even service	Single Event	OO	140.00	441.00	215.0%		
e) Schedule 2 event - 51 or more traders	Break even service	Single Event	OO	150.00	454.00	202.7%		

Environment
Schedule of Fees and Charges for 2022/2023

	Unit of Charge	VAT Indicator	Existing Charge £	Proposed Charge £	% Increase	2021/22 Budget £	Proposed Additional Yield
Scrap Metal Dealers Licence							
a) Site - new application	Break even service	OO	470.00	484.00	3.0%	}	
b) Site - renewal	Break even service	OO	270.00	278.00	3.0%		
c) Site to collectors - variation	Break even service	OO	410.00	422.00	2.9%		
d) Collectors - new application	Break even service	OO	430.00	443.00	3.0%		
e) Collectors - renewal	Break even service	OO	230.00	237.00	3.0%		
f) Collectors to Site - variation	Break even service	OO	470.00	484.00	3.0%		

Please Note:

All of these fees are subject to consideration by the licensing regulatory committee of consultation responses.

<i>Hackney Carriage - Vehicles (not adapted) *</i>						}		
- less than 5 years old	Break even service	Annual	OO	291.00	291.00		0.0%	
- 5 years old and over - first 6 months	Break even service		OO	291.00	291.00		0.0%	
- 5 years old and over - second 6 months	Break even service		OO	84.00	84.00	0.0%		
<i>Hackney Carriage - Vehicles (adapted) *</i>						}		
- under 5 years old	Break even service	Annual	OO	105.00	105.00		0.0%	
- 5 years old and over - first 6 months	Break even service		OO	105.00	105.00		0.0%	
- 5 years old and over - second 6 months	Break even service		OO	84.00	84.00	0.0%		
<i>Missed Appointments (Vehicle Test)</i>	Break even service	Per Test	OO	72.00	72.00	0.0%		
<i>Re-testing of vehicles following failure</i>	Break even service	Per Test	OS	72.00	72.00	0.0%		
<i>Private Hire - Operators - renewal (5 vehicles and less)</i>	Break even service	5 years	OO	125.00	125.00	0.0%		
<i>Private Hire - Operators - renewal (more than 5 vehicles)</i>	Break even service	5 years	OO	176.00	176.00	0.0%		
<i>Private Hire - New Operators (5 vehicles and less)</i>	Break even service	5 years	OO	150.00	150.00	0.0%		
<i>Private Hire - New Operators (more than 5 vehicles)</i>	Break even service	5 years	OO	197.00	197.00	0.0%		
<i>Private Hire - New Operators (5 vehicles and less)</i>	Break even service	5 years	OO	221.00	221.00	0.0%		
<i>Private Hire - New Operators (more than 5 vehicles)</i>	Break even service	5 years	OO	268.00	268.00	0.0%		
<i>Private Hire - Vehicles (not adapted) *</i>		Annual				}		
- under 5 years old	Break even service	Annual	OO	291.00	291.00		0.0%	
- 5 years and over - first 6 months	Break even service		OO	288.00	288.00		0.0%	
- 5 years and over - second 6 months	Break even service		OO	84.00	84.00	0.0%		
<i>Private Hire - Vehicles (adapted) *</i>		Annual				}	134,140	
- under 5 years old	Break even service	Annual	OO	105.00	105.00		0.0%	
- 5 years and over - first 6 months	Break even service		OO	105.00	105.00		0.0%	
- 5 years and over - second 6 months	Break even service		OO	84.00	84.00	0.0%		
<i>Hackney carriage / private hire - New driver</i>	Break even service	3 years	OO	269.00	269.00	0.0%		
<i>Hackney carriage / private hire licence renewal</i>	Break even service	3 years	OO	175.00	175.00	0.0%		
<i>Hackney carriage / private hire - New driver</i>	Break even service	1 year	OO	111.00	111.00	0.0%		
<i>Hackney carriage / private hire licence renewal</i>	Break even service	1 year	OO	71.00	71.00	0.0%		

Environment
Schedule of Fees and Charges for 2022/2023

		Unit of Charge	VAT Indicator	Existing Charge £	Proposed Charge £	% Increase	2021/22 Budget £	Proposed Additional Yield
<i>Private Hire only - New driver</i>	Break even service	3 years	OO	269.00	269.00	0.0%		
<i>Private Hire only licence renewal</i>	Break even service	3 years	OO	175.00	175.00	0.0%		
<i>Private Hire only- New driver</i>	Break even service	1 year	OO	111.00	111.00	0.0%		
<i>Private Hire only licence renewal</i>	Break even service	1 year	OO	71.00	71.00	0.0%		
<i>Knowledge test</i>	Break even service	Per Test	OO	72.00	72.00	0.0%		
<i>Resit / non-attendance fee for Knowledge test</i>	Break even service	Per Test	OO	72.00	72.00	0.0%		
<i>Surrender and replacement of Hackney Carriage / Private Hire Licence</i>	Break even service		OO	84.00	84.00	0.0%		
<i>Hackney Carriage and Private Hire</i>								
- Replacement plate bracket	Break even service		OS	10.30	10.30	0.0%		
- New/Replacement plate & window disc	Break even service		OS	20.50	20.50	0.0%		
- Replacement driver's badge	Break even service		OO	10.30	10.30	0.0%		
- Change of address	Break even service		OS	10.30	10.30	0.0%		
Transfer of P/H to H/C (new badge, knowledge test and admin)	Break even service		OO	92.20	92.20	0.0%		
<i>Gambling Act 2005</i>		Various		Please see website for individual fees				
- Including lotteries, permits, premises, etc								
Licensing Act 2003								
- Personal	Break even service	New	OO	37.00	37.00	0.0%		
- Premises	Break even service	Initial/Variation	OO	Various depending on rateable value				
- Premises: Sex Establishment	Break even service	ording to RV	OO	4,690.00	4,830.70	3.0%		* included above
- Premises	Break even service	Annual Fee	OO	Various depending on rateable value				
- Premises	Break even service	ariations, etc	OO	23.00	23.00	0.0%		
- Temporary Event Notice	Break even service	Per Event	OO	21.00	21.00	0.0%		
Data Barring Service (previously CRB)	Break even service	Per Applicant	OO	60.00	60.00	0.0%		

Vat Indicator: OS = Standard
OE = Exempt
OZ = Zero Rated
OO = Outside Scope

Please Note:
All of these fees are subject to consideration by the licensing regulatory committee of consultation responses.

General Fund Housing Services
Schedule of Fees and Charges for 2022/2023

	Unit of Charge	VAT Indicator	Existing Charge	Proposed Charge	% Increase
			£	£	
General Fund Housing					
Houses in Multiple Occupation (HMO)					
Five yearly - per property (new application)	Break even service	OO	665.00	665.00	0.0%
Five yearly - per property (renewal)	Break even service	OO	585.00	585.00	0.0%
Additional charge for 11-15 units of accommodation	Break even service		25.00	25.00	0.0%
Additional charge for each unit of accommodation above 15	Break even service		10.00	10.00	0.0%
Caravan Site Licence Fees					
Site Licence Applications					
No. of pitches		OO			
1 - 5	Break even service		492.00	492.00	0.0%
6 - 24	Break even service		518.00	518.00	0.0%
25 - 99	Break even service		571.00	571.00	0.0%
Site Licence Variations					
No. of pitches		OO			
1 - 5	Break even service		313.00	313.00	0.0%
6 - 24	Break even service		326.00	326.00	0.0%
25 - 99	Break even service		352.00	352.00	0.0%
Licence Transfer	All		157.00	157.00	0.0%
Annual Fee					
1 - 5	Break even service		60.00	60.00	0.0%
6 - 24	Break even service		120.00	120.00	0.0%
25 - 99	Break even service		240.00	240.00	0.0%
Deposit of site rules					
1 - 5	Break even service		30.00	30.00	0.0%
6 - 24	Break even service		30.00	30.00	0.0%
25 - 99	Break even service		30.00	30.00	0.0%
Property Inspections					
Property Inspections for Immigration/ Foreign Office/Visa Application purposes					
	Break even service	OS	172.00	172.00	0.0%
Officer time for works in default (Subject to Statutory maximum charge of £300)					
	Break even service	Per Hour	60.00	60.00	0.0%
Officer time for Housing Act enforcement (Subject to Statutory maximum charge of £300)					
	Break even service	Per Hour	60.00	60.00	0.0%
Vat Indicator: OS = Standard OE = Exempt OZ = Zero Rated OO = Outside Scope					



2021/22

Budget
£

8,395