

Fees and Charges – for budget report

The Directorate is currently reviewing all the fees and charges made. As part of this report it is proposed to increase the fees and charges identified below which amount to £438k.

Further proposals will be coming forward during 2019/21.

Highways – Parking Services (£30k)

It is proposed to build into the budget the level of income that is currently being achieved.

Waste (£50k)

It is proposed to increase charges in Waste as noted below.

	2018/19	2019/20
Admin / delivery charge for a new or replacement bin	£25	£28
Charge for bulky collections (up to 5 items)	£30	£32
Admin / delivery charge for a 2 nd grey bin (e.g. for large families, families with kids in nappies)	Free	£28

Benchmarking has been carried out across GM and these prices remain competitive across the sector. New bin charges range from Bury £30, Oldham £28.37, Trafford £28 and Salford £25.75. Bulky collections range from Trafford £32, Oldham and Bury £35 and Manchester £27 (for 3 items).

Development Management (£200k)

In addition to an increased income target, it is suggested that Building Control fees are increased by 15%, with improvements to customer service to retain customers and secure new customers. Fees have been benchmarked within GM and across Lancashire and the current Bolton fee levels are below others by at least 15% but up to 25% in some cases. Details of prices are at Appendix D(iii).

Safety Certificate (sports grounds, concerts, etc.) - It is proposed to introduce a charge to issue a safety certificate including to monitor, inspect the site and attend meetings at a rate of £1500 per event. This charge is in line with Home Office guidance and is commensurate with other authorities.

Community Services – Bereavement (£120k)

It is proposed to increase the fee charged for Cremations by 8.5%, 10% for Burials and Memorials by around 5-6%.

			Benchmarking	
	2018/19	2019/20	Wigan	Radcliffe
Cremation Charges:				
Cremation	£760	£825	£709	£999
Saturday charge	£1015	£1100	£993	£1499
Burial Charges:			Bury	Salford
New Grave (exclusive right of burial)	£845	£930	£875	£1030
Interment Fee (6ft depth)	£700	£770	£770	£970

Benchmarking is undertaken annually with neighbouring cemeteries and crematoria and Bolton is competitively priced for the area.

Community Services – Heaton Fold (£5k)

As a result of the recent capital investment at Heaton Fold, it is proposed to build additional income of £5k into the Heaton Fold budget. This will be generated from increased turnover across the site and increased capacity in the larger shop and café spaces, which are expected to open during the summer (June 2019). Benchmarking with local competitors and price negotiation with suppliers is carried out on a regular basis.

Community Services – Albert Halls

Room hire charges are going up 2%. Panto tickets have been increased by 20% (£2 per ticket) which is still competitive for the market. Additional catering income is expected to increase year on year now the contract has been awarded.

Community Services - Community Centres (Required to balance the budget)

It is proposed that charges are increased by 2% (rounded to the nearest pound) and the discount reduced from 50% to 40% this year and further reducing to 25% in future years in line with the Library charges.

	2018/19 Standard Rate	2019/20 Standard Rate	2018/19 Discounted Rate	2019/20 Discounted Rate	Notes
Cobden Community Centre (Main Hall)	£17.50	£18.00	£8.75	£11.00	Discount reduced from 50% to 40% in line with Library to be further reduced to 25% in future years
Cobden Community Centre (Quiet Room)	£12.50	£13.00	£6.50	£8.00	
Little Lever Community Centre	£25.00	£26.00	£12.50	£16.00	
Carnegie Hall	£25.00	£26.00	£12.50	£16.00	

Neighbourhood Services – Pest Control (£15k)

An increased income target has been set which will be achieved by increasing fees and generating new business.

	2018/19	2019/20
Rats Treatment visit and up to 2 follow up visits	Free	Free
Mice Treatment visit and up to 2 follow up visits	Free	Free
Ants One off treatment	£58.00	£70
Wasps One off treatment	£58.00	£62
Beetles One off treatment	£58.00	£65
Flies One off treatment	£58.00	£62
Silverfish One off treatment	£58.00	£62
Fleas One off treatment	£58.00	£70
Squirrels Daily Visits for a week*	£133.00	Subject to the initial Survey
Initial Survey Fee (Bed Bugs, Cockroaches, Moles) Survey only	£26.00	£30
Initial Survey Fee (Pigeons, Pigeon Clean)	Free	£30
Treatment for Pigeons, Pigeon Clean, Bed Bugs, Moles, Cockroaches One off treatment	Subject to the initial Survey	Subject to the initial Survey

Benchmarking has been carried out across GM and these prices remain competitive across the sector. Some examples include Ants treatment ranging from £42 in Salford to £129 in Rochdale (average £68.22), Fleas treatment from £53 in Salford to £114 in Stockport (average £80.24) and Wasps treatment from £47 in Salford to £108 in Stockport.

Neighbourhood Services – Sports Pitches (£8k)

It is proposed to rationalise the fee bands and increase fees above 2%, as noted below. Fees are benchmarked against Wigan and remain competitive.

		2018/19	2019/20
Adult u19 -vets grade A	Pitch	£354.80	£382
Adult u19 -vets grade A	Pavilion	£316.79	£343
Adult u19 -vets grade B	Pitch	£278.77	Cease Provision
Adult u19 -vets grade b	Pavilion	£253.43	Cease Provision
Adult u19 -vets grade C	Pitch	£240.76	Cease Provision
Adult u19 -vets grade C	Pavilion	£215.41	Cease Provision
Junior grade A	Pitch	£177.40	£201
u13-u18 grade A	Pavilion	£164.73	£188
u13-u18 grade B	Pitch	£139.39	Cease Provision
u13-u18 grade B	Pavilion	£126.71	Cease Provision
u13-u18 grade C	Pitch	£120.38	Cease Provision
u13-u18 grade C	Pavilion	£107.71	Cease Provision
9x9 (u11-u12)	Pitch Only	£126.71	£150
7x7 (u08-u10)	Pitch Only	£101.37	£150
Cricket	Per Team	£190.07	£250
Rounders	Per Team	£48.15	£70
Bowls	Single Match	£26.50	£50
Bowls Permit	Annual	£20.50	£25
Leverhulme Park track hire	Hourly	£45.00	£50
Long jump/triple jump pits	1	£23.00	£25
High jump & mats	1	£23.00	£25
Out of hours closing & clearing	1	£120.00	£122

Spatial Data (£10k)

It is proposed that an average 10.5% increase in fees, with a much higher increase on CON29* than on LLC1**, reflecting the possible loss of LLC1 fees at some stage in the future.

*Local authority searches (Local land charges & Con29) The local authority search looks at all the information held by the Local Authority about a specific property.

The **LLC1 form is a requisition for an Official Certificate of Search of the Local Land Charges Register and contains information registered against a property or land.

	2018/19	2019/20
Full search	£152.00	£168.00
CON29R	£96.00	£108.00
CON29O	£24.00	£25.00

Additional parcels of land (CON29)	£10.80	£10.80
Individual sub-questions	£4.80	£4.80
LLC1	£56.00	£60.00
Additional questions	£30.00	£30.00
Additional parcels of land (LLC1)	£1.00	£1.00

Libraries, Museum and Archive (Required to balance the budget)

In 2016/7 charges for libraries, museums and archives were aligned with those across Greater Manchester. It is proposed to maintain these at the current level as it is difficult to introduce a blanket 2% rise across all charges given in most cases the small sums involved and the administration of the collection in terms of change required.

Last year in response to a GM proposal we removed fines for children under 16 years of age. This has proved successful in increasing the number of books issued by 7% and the number of books returned by 6.7% this year. Although there is a national push to extend this to adult fines, at this point we would like to continue to focus on children.

Due to increasing income targets we are reviewing our business development and introducing charges for some larger events such as the recent successful performances of 'Stick Man' and 'the eleventh hour'. These charges would be scalable depending on the type of event.

We currently have donation boxes in the museum and Halls, we are proposing extending this to all libraries particularly for use when events and activities are occurring.

We are currently reviewing our offer for schools due to the changes to school funding. This will be remarketed to schools and a new package of charges drawn up for the next financial year.

Smithills Hall and Hall I'th' Wood Museum

It is proposed that entrance fees to Smithills Hall and Hall I'th Wood which have been waived in previous years continue at no charge.

The charges for organised guided tours at both Halls have not been increased for a number of years and a number of venues charge higher rates, therefore we propose to increase them. Details are provided in appendix D(ii). At Smithills hall in partnership with the Friends group, we are proposing to introduce a charge for visitors wanting a tour as part of the visitor experience. The charges for these will be the same as the ones for organised tours.

Room hire charges

We are proposing to review and increase room hire charges across the service to standardise the offer, increase income and introduce new spaces created through the redevelopment of the museum. As part of this process we have benchmarked our charges against other providers in the area.

Room and event hire charges at Smithills Hall are now subject to VAT. Last year these charges were increased by 10% to accommodate this partially, it is proposed to increase these again by a further 10% to achieve 20% in total. We are also proposing to bring hire charges for equipment in line with the same charges at the central library and museum.

For all room hire we are proposing to reduce the discount for concessionary customers from 50% to 25%. For current room hire customers receiving the discounted rate we would like to take a staged approach to minimise impact. We propose to change their rate to a 40% reduction, reducing this annually to eventually reach 25%. Details of all room hire charges are provided in Appendix A.

Directorate of Place savings target

The table below provides a summary of the additional income generated as a result of the proposed increase in fees and charges that will contribute to the Directorate of Place savings target. All other increases are required to balance the budget.

Service	£'000
Highways parking	£30
Waste	£50
Development Management	£200
Bereavement	£120
Heaton Fold	£5
Pest Control	£15
Neighbourhood Services	£8
Spatial Data	£10
Total	£438

Smithills Hall Room Hire

			2018/19		2019/20	
			Room Hire – first hour	Additional hours	Room Hire – first hour	Additional hours
Great Hall	Standard hours	standard	£88	£44	£97	£48
		concessionary	£44	£22	£73	£36
	Out of hours	standard	£132	£66	£145	£73
		concessionary	£66	£33	£109	£55
Ainsworth Room	Standard hours	standard	£40	£13	£44	£14
		concessionary	£20	£7	£33	£6
	Out of hours	standard	£51	£25	£56	£27
		concessionary	£25	£13	£42	£20
Dome Room	Standard hours	standard	£50	£25	£55	£27
		concessionary	£25	£13	£41	£20
	Out of hours	standard	£66	£33	£73	£36
		concessionary	£33	£17	£55	£27
Devey Room	Standard hours	standard	£77	£39	£85	£43
		concessionary	£39	£19	£64	£32
	Out of hours	standard	£116	£55	£128	£60
		concessionary	£55	£28	£96	£45

Smithills Hall Wedding Hire

	2018/19			2019/20		
	Ceremony only (2 hours hire)	Ceremony and drinks reception only (max 4 hours hire)	Additional hours (Price per additional hour)	Ceremony only (2 hours hire)	Ceremony and drinks reception only (max 4 hours hire)	Additional hours (Price per additional hour)
Withdrawing Room	£495	£715	£187	£545	£787	£206
The Great Hall	£770	£1,045	£187	£847	£1,150	£206
The Devey Room	£600	£850	£187	£660	£935	£206

The proposed cost of hire of the grounds is £2,057 for 2019/20 up from £1,870 in 2018/19.

Hire for paranormal investigations

	2018/19		2019/20	
	6 hours	Extra hours	6 hours	Extra hours
Fridays and Saturdays	£715	£121	£787	£133

Equipment charges

	2018/19		2019/20	
	Standard charge	Concessionary charge	Standard charge	Concessionary charge
Data projector/ laptop/ screen package	£10	£5	£11	£5.50
Flipchart stand, paper and pens	£5	£2.50	£6	£3

Tour prices

		2018/19		2019/20		Additional info
		Standard charge	Concessionary Charge	Standard charge	Concessionary Charge	
Standard hours		£3	£2	£5	£4	
Out of hours	Daytime	£5	£5	£6	£6	£125 minimum charge
	Evening	£6	£6	£7	£7	£150 minimum charge

Central Library and Museum Room Hire

	2018/19		2019/20		2018/19		2019/20		New in 2019/20	
	standard rate – initial 3 hours	Standard rate – additional hours	standard rate - first hour	standard rate - additional hours	discounted rate - initial 3 hours	discounted rate - additional hours	discounted rate - first hour	discounted rate - additional hours	standard rate - day	discounted rate - day
Lecture Theatre 1	£120	£40	£82	£41	£60	£20	£62	£31	£300	£225
Lecture Theatre 2	£81	£27	£56	£28	£40.50	£13.50	£42	£21	£200	£150
Meeting Room	£45	£15	£32	£16	£22.50	£7.50	£24	£12	£110	£83
Green Room	£36	£12	£26	£13	£18	£6	£20	£10	£100	£75
Reference Room	£36	£12	£28	£14	£18	£6	£21	£11	£110	£83
Mezzanine Meeting Room	£21	£7	£16	£8	£10.50	£3.50	£12	£6	£60	£45
Training Room & Computer	n/a	n/a	£20	£10	n/a	n/a	£15	£7.50	£75	£56
Museum Gallery Spaces	n/a	n/a	£82	£41	n/a	n/a	£62	£31	£300	£225

High St Room Hire

	2018/19		2019/20		2018/19		2019/20		New in 2019/20	
	standard rate – initial 3 hours	standard rate - additional hours	standard rate - first hour	standard rate - additional hours	discounted rate – initial 3 hours	discounted rate - additional hours	discounted rate - first hour	discounted rate - additional hours	standard rate - day	discounted rate - day
Large Community Room	£50	£16.50	£34	£17	£25		£26	£13	£130	£98
Small Community Room	£30	£10	£22	£11	£15		£17	£8	£80	£60
Computer use in Small community room (additional to room hire)	n/a	n/a	n/a	£13	n/a	n/a	n/a	£10	£100	£75

Building Control

	2018/19	2019/20	Notes
Full Plans Applications			
Inspection Charge - Domestic alterations to a single building			
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost exceeding £25,001 and up to £50,000	£229.79	£264.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost exceeding £50,001 and up to £75,000	£328.85	£378.00	50% discount if the work is carried out at the same time as extension to a single building work
Carried out by anyone who is not a qualified electrician- The re-wiring or new installation in a dwelling.	£270.64	£311.00	
Heating Appliances- Installation of heating appliance (other than electric) by a non HETAS Registered person	£270.64	£311.00	
2 dwelling Single storey extension floor exceeding 10m2 but not exceeding 40 m2	£259.40	£298.00	
3 dwelling Single storey extension floor exceeding 40m2 but not exceeding 80m2	£350.30	£403.00	
Inspection Charge - Domestic Extensions to a Single Building - 4 dwelling Two storey extension not exceeding 40 m2	£350.30	£403.00	
Inspection Charge - Domestic Extensions to a Single Building - 5 dwelling Two storey extension exceeding 40 m2 but not exceeding 100m2	£401.36	£462.00	
Inspection Charge - Domestic Extensions to a Single Building - 7 dwelling Loft conversion that includes the construction of a dormer (Max 50m2)	£266.56	£307.00	
Inspection charge - New dwellings or conversion to a dwelling			
1 dwelling	£390.13	£449.00	
2 dwellings	£546.38	£628.00	
3 dwellings	£662.81	£762.00	
4 dwellings	£780.25	£897.00	
5 dwellings	£896.68	£1,031.00	
6 dwellings	£1,048.20	£1,205.00	
7 dwellings	£1,071.60	£1,232.00	
8 dwellings	£1,231.20	£1,416.00	
9 dwellings	£1,401.60	£1,612.00	
10 dwellings	£1,561.20	£1,795.00	
11 dwellings	£1,706.40	£1,962.00	
12 dwellings	£1,857.60	£2,136.00	
13 dwellings	£2,008.80	£2,310.00	

	2018/19	2019/20	Notes
14 dwellings	£2,160.00	£2,484.00	
15 dwellings	£2,311.20	£2,658.00	
16 dwellings	£2,462.40	£2,832.00	
17 dwellings	£2,613.60	£3,006.00	
18 dwellings	£2,764.80	£3,180.00	
19 dwellings	£2,916.00	£3,353.00	
20 or more dwellings or if the floor area of a dwelling exceeds 250m ² and/or the building containing the dwellings has no more than three storeys			The charge is individually determined
Plan Charge - Domestic alterations to a single building			
Underpinning (Max 20 linear metres)	£316.60	£364.00	50% discount if the work is carried out at the same time as extension to a single building work
Renovation of a thermal element to a single dwelling.	£127.66	£147.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost less than £2000	£183.83	£211.00	100% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated exceeding £2000 up to £5,000	£248.17	£285.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost exceeding £5,000 up to £25,000	£306.38	£352.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost exceeding £25,001 and up to £50,000	£178.73	£206.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost exceeding £50,001 and up to £75,000	£178.73	£206.00	50% discount if the work is carried out at the same time as extension to a single building work
Window replacement- Per installation up to 10 windows	£102.13	£117.00	50% discount if the work is carried out at the same time as extension to a single building work
Window replacement- Per installation 11 to 20 Windows.	£204.25	£235.00	50% discount if the work is carried out at the same time as extension to a single building work
Electrical work carried out by a qualified electrician- Any electrical work other than the rewiring of a dwelling.	£183.83	£211.00	

	2018/19	2019/20	Notes
Electrical work carried out by a qualified electrician- The re-wiring or new installation in a dwelling.	£255.40	£294.00	
Carried out by anyone who is not a qualified electrician- Any electrical work other than the rewiring of a dwelling.	£306.38	£352.00	
Carried out by anyone who is not a qualified electrician- The re-wiring or new installation in a dwelling.	£178.73	£206.00	
Heating Appliances- Installation of heating appliance (other than electric) by a non HETAS Registered person	£178.73	£206.00	
1 dwelling Single storey extension floor area not exceeding 10m2	£326.81	£376.00	
2 dwelling Single storey extension floor exceeding 10m2 but not exceeding 40 m2	£178.73	£206.00	
3 dwelling Single storey extension floor exceeding 40m2 but not exceeding 80m2	£178.73	£206.00	
4 dwelling Two storey extension not exceeding 40 m2	£178.73	£206.00	
5 dwelling Two storey extension exceeding 40 m2 but not exceeding 100m2	£178.73	£206.00	
6 dwelling Loft conversion that does not include the construction of a dormer (Max 50m2)	£321.71	£370.00	
7 dwelling Loft conversion that includes the construction of a dormer (Max 50m2)	£178.73	£206.00	
8 dwelling Erection or extension of a non-exempt detached domestic garage or carport up to 100m2	£205.27	£236.00	
9 dwelling Erection of a non-exempt attached single storey extension of a domestic garage or carport up to 100m2	£286.98	£330.00	
10 dwelling Conversion of a garage to a dwelling to a habitable room(s)	£205.39	£236.00	
11 dwelling Alterations to create a basement up to 100m2	£281.87	£324.00	
12 dwelling Additional charge to categories 1-5 if a basement is included	£204.26	£235.00	
Plan Charge - New dwellings or conversion to a dwelling			
1 dwelling	£272.68	£314.00	
2 dwellings	£351.32	£404.00	
3 dwellings	£429.00	£493.00	
4 dwellings	£506.56	£583.00	
5 dwellings	£585.19	£673.00	
6 dwellings	£588.60	£677.00	
7 dwellings	£592.15	£681.00	

	2018/19	2019/20	Notes
8 dwellings	£595.70	£685.00	
9 dwellings	£599.26	£689.00	
10 dwellings	£602.81	£693.00	
11 dwellings	£606.36	£697.00	
12 dwellings	£609.91	£701.00	
13 dwellings	£613.46	£705.00	
14 dwellings	£617.02	£710.00	
15 dwellings	£620.57	£714.00	
16 dwellings	£624.12	£718.00	
17 dwellings	£627.67	£722.00	
18 dwellings	£631.22	£726.00	
19 dwellings	£634.78	£730.00	
20 or more dwellings or if the floor area of a dwelling exceeds 250m ² and/or the building containing the dwellings has no more than three storeys.			The charge is individually determined
Building Notice Charge - Domestic alterations to a single building			
Underpinning (Max 20 linear metres)-	£379.92	£437.00	50% discount if the work is carried out at the same time as extension to a single building work
Renovation of a thermal element to a single dwelling.	£127.66	£147.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost less than £2000	£220.60	£254.00	100% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated exceeding £2000 up to £5,000	£298.21	£343.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost exceeding £5,000 up to £25,000	£367.66	£423.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost exceeding £25,001 and up to £50,000	£490.21	£564.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost exceeding £50,001 and up to £75,000	£612.77	£705.00	50% discount if the work is carried out at the same time as extension to a single building work
Window replacement- Per installation up to 10 windows	£102.13	£117.00	50% discount if the work is carried out at the same time as extension to a single building work

	2018/19	2019/20	Notes
Window replacement- Per installation 11 to 20 Windows.	£204.25	£235.00	50% discount if the work is carried out at the same time as extension to a single building work
Electrical work carried out by a qualified electrician- Any electrical work other than the rewiring of a dwelling.	£183.83	£211.00	
Electrical work carried out by a qualified electrician- The re-wiring or new installation in a dwelling.	£255.40	£294.00	
Carried out by anyone who is not a qualified electrician- Any electrical work other than the rewiring of a dwelling.	£306.38	£352.00	
Carried out by anyone who is not a qualified electrician- The re-wiring or new installation in a dwelling.	£449.36	£517.00	
Heating Appliances- Installation of heating appliance (other than electric) by a non HETAS Registered person	£449.36	£517.00	
Building Notice Charge - Domestic Extensions to a Single Building			
1 dwelling Single storey extension floor area not exceeding 10m2	£392.17	£451.00	
2 dwelling Single storey extension floor exceeding 10m2 but not exceeding 40 m2	£525.96	£605.00	
3 dwelling Single storey extension floor exceeding 40m2 but not exceeding 80m2	£635.23	£731.00	
4 dwelling Two storey extension not exceeding 40 m2	£635.23	£731.00	
5 dwelling Two storey extension exceeding 40 m2 but not exceeding 100m2	£696.52	£801.00	
6 dwelling Loft conversion that does not include the construction of a dormer (Max 50m2)	£386.05	£444.00	
7 dwelling Loft conversion that includes the construction of a dormer (Max 50m2)	£534.13	£614.00	
8 dwelling Erection or extension of a non-exempt detached domestic garage or carport up to 100m2	£246.13	£283.00	
9 dwelling Erection of a non-exempt attached single storey extension of a domestic garage or carport up to 100m2	£344.17	£396.00	
10 dwelling Conversion of a garage to a dwelling to a habitable room(s)	£246.13	£283.00	
11 dwelling Alterations to create a basement up to 100m2	£338.04	£389.00	
Building Notice charge - New dwellings or conversion to a dwelling			
1 dwelling	£819.06	£942.00	
2 dwellings	£1,130.56	£1,300.00	

	2018/19	2019/20	Notes
3 dwellings	£1,404.25	£1,615.00	
4 dwellings	£1,608.50	£1,850.00	
5 dwellings	£1,852.60	£2,130.00	
6 dwellings	£1,965.60	£2,260.00	
7 dwellings	£2,029.36	£2,334.00	
8 dwellings	£2,246.86	£2,584.00	
9 dwellings	£2,464.36	£2,834.00	
10 dwellings	£2,681.86	£3,084.00	
11 dwellings	£2,872.36	£3,303.00	
12 dwellings	£3,068.10	£3,528.00	
13 dwellings	£3,263.86	£3,753.00	
14 dwellings	£3,459.60	£3,979.00	
15 dwellings	£3,655.36	£4,204.00	
16 dwellings	£3,851.10	£4,429.00	
17 dwellings	£4,046.86	£4,654.00	
18 dwellings	£4,242.60	£4,879.00	
19 dwellings	£4,438.36	£5,104.00	
20 or more dwellings or if the floor area of a dwelling exceeds 250m ² and/or the building containing the dwellings has no more than three storeys,			The charge is individually determined
Part P Additional IC, BN, RC - Domestic Extensions to a Single Building			
Single storey extension floor area not exceeding 10m2	£194.04	£223.00	An additional charge is for work when the relevant building work, or part thereof, has not been carried out by a person referred to in regulation 7(5) (g) or (h) of the Building (Local Authority Charges) Regulations 2010 applies. It is additional to the inspection charge, building notice charge or regularisation charge.
Single storey extension floor exceeding 10m2 but not exceeding 40 m2	£194.04	£223.00	
Single storey extension floor exceeding 40m2 but not exceeding 80m2	£194.04	£223.00	
Two storey extension not exceeding 40 m2	£194.04	£223.00	
Two storey extension exceeding 40 m2 but not exceeding 100m2	£194.04	£223.00	
Loft conversion that does not include the construction of a dormer (Max 50m2)	£194.04	£223.00	
Loft conversion that includes the construction of a dormer (Max 50m2)	£194.04	£223.00	
Erection or extension of a non-exempt detached domestic garage or carport up to 100m2	£194.04	£223.00	
Erection of a non-exempt attached single storey extension of a domestic garage or carport up to 100m2	£194.04	£223.00	
Conversion of a garage to a dwelling to a habitable room(s)	£194.04	£223.00	
Alterations to create a basement up to 100m2	£194.04	£223.00	
Part P Additional IC, BN, RC - New dwellings or conversion to a dwelling			

	2018/19	2019/20	Notes
1 dwelling	£194.04	£223.00	An additional charge is for work when the relevant building work, or part thereof, has not been carried out by a person referred to in regulation 7(5) (g) or (h) of the Building (Local Authority Charges) Regulations 2010 applies. It is additional to the inspection charge, building notice charge or regularisation charge.
2 dwellings	£194.04	£223.00	
3 dwellings	£291.06	£335.00	
4 dwellings	£291.06	£335.00	
5 dwellings	£485.11	£558.00	
6 dwellings	£485.11	£558.00	
7 dwellings	£485.11	£558.00	
8 dwellings	£485.11	£558.00	
9 dwellings	£582.13	£669.00	
10 dwellings	£582.13	£669.00	
11 dwellings	£582.13	£669.00	
12 dwellings	£582.13	£669.00	
13 dwellings	£679.15	£781.00	
14 dwellings	£679.15	£781.00	
15 dwellings	£679.15	£781.00	
16 dwellings	£776.17	£893.00	
17 dwellings	£776.17	£893.00	
18 dwellings	£776.17	£893.00	
19 dwellings	£776.17	£893.00	
20 or more dwellings or if the floor area of a dwelling exceeds 250m ² and/or the building containing the dwellings has no more than three storeys.			The charge is individually determined
Regularisation Charge - Domestic alterations to a single building			
Underpinning (Max 20 linear metres)-	£380.00	£437.00	50% discount if the work is carried out at the same time as extension to a single building work
Renovation of a thermal element to a single dwelling.	£153.00	£176.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost less than £2000	£221.00	£254.00	100% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated exceeding £2000 up to £5,000	£298.00	£343.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost exceeding £5,000 up to £25,000	£368.00	£423.00	50% discount if the work is carried out at the same time as extension to a single building work
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost exceeding £25,001 and up to £50,000	£490.00	£564.00	50% discount if the work is carried out at the same time as extension to a single building work

	2018/19	2019/20	Notes
Alterations, installation of fittings (not electrical) and/or, structural alterations - Estimated cost exceeding £50,001 and up to £75,000	£613.00	£705.00	50% discount if the work is carried out at the same time as extension to a single building work
Window replacement- Per installation up to 10 windows	£123.00	£141.00	50% discount if the work is carried out at the same time as extension to a single building work
Window replacement- Per installation 11 to 20 Windows.	£245.00	£282.00	50% discount if the work is carried out at the same time as extension to a single building work
Electrical work carried out by a qualified electrician- Any electrical work other than the rewiring of a dwelling.	£220.00	£253.00	
Electrical work carried out by a qualified electrician- The re-wiring or new installation in a dwelling.	£306.00	£352.00	
Carried out by anyone who is not a qualified electrician- Any electrical work other than the rewiring of a dwelling.	£368.00	£423.00	
Carried out by anyone who is not a qualified electrician- The re-wiring or new installation in a dwelling.	£539.00	£620.00	
Heating Appliances- Installation of heating appliance (other than electric) by a non HETAS Registered person	£539.00	£620.00	
Regularisation Charge - Domestic Extensions to a Single Building			
1 dwelling Single storey extension floor area not exceeding 10m2	£392.00	£451.00	
2 dwelling Single storey extension floor exceeding 10m2 but not exceeding 40 m2	£526.00	£605.00	
3 dwelling Single storey extension floor exceeding 40m2 but not exceeding 80m2	£635.00	£730.00	
4 dwelling Two storey extension not exceeding 40 m2	£635.00	£730.00	
5 dwelling Two storey extension exceeding 40 m2 but not exceeding 100m2	£697.00	£802.00	
6 dwelling Loft conversion that does not include the construction of a dormer (Max 50m2)	£386.00	£444.00	
7 dwelling Loft conversion that includes the construction of a dormer (Max 50m2)	£534.00	£614.00	
8 dwelling Erection or extension of a non-exempt detached domestic garage or carport up to 100m2	£246.00	£283.00	

	2018/19	2019/20	Notes
9 dwelling Erection of a non-exempt attached single storey extension of a domestic garage or carport up to 100m ²	£344.00	£396.00	
10 dwelling Conversion of a garage to a dwelling to a habitable room(s)	£246.00	£283.00	
11 dwelling Alterations to create a basement up to 100m ²	£338.00	£389.00	
Regularisation charge - New dwellings or conversion to a dwelling			
1 dwelling	£819.00	£942.00	
2 dwellings	£1,131.00	£1,301.00	
3 dwellings	£1,404.00	£1,615.00	
4 dwellings	£1,609.00	£1,850.00	
5 dwellings	£1,853.00	£2,131.00	
6 dwellings	£1,966.00	£2,261.00	
7 dwellings	£2,029.00	£2,333.00	
8 dwellings	£2,247.00	£2,584.00	
9 dwellings	£2,464.00	£2,834.00	
10 dwellings	£2,682.00	£3,084.00	
11 dwellings	£2,872.00	£3,303.00	
12 dwellings	£3,068.00	£3,528.00	
13 dwellings	£3,264.00	£3,754.00	
14 dwellings	£3,460.00	£3,979.00	
15 dwellings	£3,655.00	£4,203.00	
16 dwellings	£3,851.00	£4,429.00	
17 dwellings	£4,047.00	£4,654.00	
18 dwellings	£4,243.00	£4,879.00	
19 dwellings	£4,438.00	£5,104.00	
20 or more dwellings or if the floor area of a dwelling exceeds 250m ² and/or the building containing the dwellings has no more than three storeys.			The charge is individually determined
Dangerous and Insecure Buildings			
Repair cost up to £300	40% of the cost subject to a minimum of £75		In addition to this charge there will be an out of normal office hours (1900 – 0700) of £195
Repair costs £301 - £1,500	20% of the cost subject to a minimum of £120		In addition to this charge there will be an out of normal office hours (1900 – 0700) of £195
Repair costs £1,501 - £5,000	15% of the cost subject to a minimum of £300		In addition to this charge there will be an out of normal office hours (1900 – 0700) of £195

	2018/19	2019/20	Notes
Repair Costs £5001 - £10,000	10% of the cost subject to a minimum of £700		In addition to this charge there will be an out of normal office hours (1900 – 0700) of £195
Repairs costing above £10,001	5 % of the cost subject to a minimum of £1500		In addition to this charge there will be an out of normal office hours (1900 – 0700) of £195
Street Naming and Numbering			
new individual property or redevelopment	£50.00	£58.00	
as above (more than one unit) additional charge per unit	£10.00	£12.00	
alterations to either street name or property numbers to new development after initial street naming and numbering has been undertaken	£100.00	£115.00	
as above (more than one unit) additional charge per unit	£10.00	£12.00	
Existing properties change of house name/number	£50.00	£58.00	
Existing properties Change of building name e.g. Flats.	£100.00	£115.00	
Change of street Name (residents request) flat rate	£200.00	£230.00	
plus per property	£20.00	£23.00	
plus cost of any amendments required to traffic orders	various		
The addition of a house name	£50.00	£58.00	
Confirmation of an existing registered postal address	£50.00	£58.00	
Copy of a Completion Certificate	£22.46	£22.00	
Copy of a Decision Notice	£22.46	£22.00	
Providing letter relating to building regs	£22.46	£22.00	
Search only	£20.42	£20.00	
To withdraw an application	£65.00	£62.00	

Standard Charges for Other non-Domestic Work

Table D - Extensions and new Build

	18/19	19/20
Building Usage - Other Residential (Institution and Other) - Plan Charge		
Floor area not exceeding 10m ²	£194.04	£223.00
Floor area exceeding 10m ² but not exceeding 40m ²	£272.76	£314.00
Floor area exceeding 40m ² but not exceeding 100m ²	£350.29	£403.00
Building Usage - Other Residential (Institution and Other) - Inspection Charge		
Floor area not exceeding 10m ²	£546.38	£628.00
Floor area exceeding 10m ² but not exceeding 40m ²	£624.00	£718.00
Floor area exceeding 40m ² but not exceeding 100m ²	£701.62	£807.00
Building Usage - Other Residential (Institution and Other) - Regularisation charge		

	18/19	19/20
Floor area not exceeding 10m ²	£889.00	£1,022.00
Floor area exceeding 10m ² but not exceeding 40m ²	£1,076.00	£1,237.00
Floor area exceeding 40m ² but not exceeding 100m ²	£1,262.00	£1,451.00
Building Usage - Assembly and Recreational use - Plan Charge		
Floor area not exceeding 10m ²	£194.04	£223.00
Floor area exceeding 10m ² but not exceeding 40m ²	£272.76	£314.00
Floor area exceeding 40m ² but not exceeding 100m ²	£272.76	£314.00
Building Usage - Assembly and Recreational use - Inspection Charge		
Floor area not exceeding 10m ²	£467.75	£538.00
Floor area exceeding 10m ² but not exceeding 40m ²	£546.38	£628.00
Floor area exceeding 40m ² but not exceeding 100m ²	£624.00	£718.00
Building Usage - Assembly and Recreational use - Regularisation charge		
Floor area not exceeding 10m ²	£794.00	£913.00
Floor area exceeding 10m ² but not exceeding 40m ²	£983.00	£1,130.00
Floor area exceeding 40m ² but not exceeding 100m ²	£1,076.00	£1,237.00
Building Usage - Industrial and Storage usage - Plan Charge		
Floor area not exceeding 10m ²	£194.04	£223.00
Floor area exceeding 10m ² but not exceeding 40m ²	£272.76	£314.00
Floor area exceeding 40m ² but not exceeding 100m ²	£272.76	£314.00
Building Usage - Industrial and Storage usage - Inspection Charge		
Floor area not exceeding 10m ²	£312.52	£359.00
Floor area exceeding 10m ² but not exceeding 40m ²	£390.13	£449.00
Floor area exceeding 40m ² but not exceeding 100m ²	£467.75	£538.00
Building Usage - Industrial and Storage usage - Regularisation charge		
Floor area not exceeding 10m ²	£608.00	£699.00
Floor area exceeding 10m ² but not exceeding 40m ²	£795.00	£914.00
Floor area exceeding 40m ² but not exceeding 100m ²	£889.00	£1,022.00
Building Usage - All Other use Classes - Plan Charge		
Floor area not exceeding 10m ²	£194.04	£223.00
Floor area exceeding 10m ² but not exceeding 40m ²	£272.76	£314.00
Floor area exceeding 40m ² but not exceeding 100m ²	£272.76	£314.00
Building Usage - All Other use Classes - Inspection Charge		
Floor area not exceeding 10m ²	£467.75	£538.00
Floor area exceeding 10m ² but not exceeding 40m ²	£546.38	£628.00
Floor area exceeding 40m ² but not exceeding 100m ²	£624.00	£718.00
Building Usage - All Other use Classes - Regularisation charge		
Floor area not exceeding 10m ²	£794.00	£913.00
Floor area exceeding 10m ² but not exceeding 40m ²	£983.00	£1,130.00
Floor area exceeding 40m ² but not exceeding 100m ²	£1,076.00	£1,237.00

Standard Charges for Other Non-Domestic Work

Table E - Alterations

Category of Work		Plan charge Basis of Charge	18/19	19/20
1	The installation of any fitting or other work ancillary to the building of an extension.	Included in the charge for the building.		
2	Underpinning.	Estimated cost up to £50,000	£316.60	£364.00
		Estimated cost exceeding £50,000 and up to £100,000	£178.73	£206.00

		Estimated cost exceeding £100,000 and up to £250,000.	£178.73	£206.00
3	Window replacement (non-competent persons scheme) Including shop fronts	Fixed price grouped by numbers of windows		
		Per installation up to 20 windows	£102.12	£117.00
		Per installation over 20 windows up to 50 windows.	£204.25	£235.00
4	Renovation of a thermal element	Estimated cost up to £50,000	£102.12	£117.00
		Estimated cost exceeding £50,000 and up to £100,000	£204.25	£235.00
		Estimated cost exceeding £100,000 and up to £250,000	£306.38	£352.00
5	Alterations not described elsewhere including structural alterations and installation of controlled fittings	Estimated cost up to £5000	£153.19	£176.00
		Estimated cost exceeding £5,000 and up to £25,000	£204.25	£235.00
		Estimated cost exceeding £25,000 and up to £50,000	£178.73	£206.00
		Estimated cost exceeding £50,000 and up to £100,000	£178.73	£206.00
		Estimated cost exceeding £100,000 and up to £150,000	£178.73	£206.00
6	Installation of Mezzanine floor up to 500m ²	Fixed price	£178.73	£206.00
7	Office or shop fit out	Fixed price based on floor area bands		
		Floor up to 500m ²	£178.73	£206.00
		500m ² to 2000m ²	£178.73	£206.00
	Change of Use (Not Including Dwellings)		£306.38	£352.00
Category of Work		Inspection charge Basis of Charge	18/19	19/20
1	The installation of any fitting or other work ancillary to the building of an extension.	Included in the charge for the building.		
2	Underpinning.	Estimated cost up to £50,000	n/a	n/a
		Estimated cost exceeding £50,000 and up to £100,000	£229.74	£264.00
		Estimated cost exceeding £100,000 and up to £250,000.	£331.91	£382.00
3	Window replacement (non-competent persons scheme) Including shop fronts	Fixed price grouped by numbers of windows	n/a	n/a
		Per installation up to 20 windows	n/a	n/a
		Per installation over 20 windows up to 50 windows.	n/a	n/a
4	Renovation of a thermal element	Estimated cost up to £50,000	n/a	n/a
		Estimated cost exceeding £50,000 and up to £100,000	n/a	n/a
		Estimated cost exceeding £100,000 and up to £250,000	n/a	n/a
5	Alterations not described elsewhere including structural alterations and installation of controlled fittings	Estimated cost up to £5000	n/a	n/a
		Estimated cost exceeding £5,000 and up to £25,000	n/a	n/a
		Estimated cost exceeding £25,000 and up to £50,000	£229.74	£264.00

		Estimated cost exceeding £50,000 and up to £100,000	£306.38	£352.00
		Estimated cost exceeding £100,000 and up to £150,000	£434.04	£499.00
6	Installation of Mezzanine floor up to 500m ²	Fixed price	£587.23	£675.00
7	Office or shop fit out	Fixed price based on floor area bands		
		Floor up to 500m ²	£331.92	£382.00
		500m ² to 2000m ²	£587.23	£675.00
Category of Work		Regularisation charge Basis of Charge	18/19	19/20
1	The installation of any fitting or other work ancillary to the building of an extension.	Included in the charge for the building.	n/a	
2	Underpinning.	Estimated cost up to £50,000	£380.00	£437.00
		Estimated cost exceeding £50,000 and up to £100,000	£490.00	£564.00
		Estimated cost exceeding £100,000 and up to £250,000.	£613.00	£705.00
3	Window replacement (non-competent persons scheme) Including shop fronts	Fixed price grouped by numbers of windows		
		Per installation up to 20 windows	£123.00	£141.00
		Per installation over 20 windows up to 50 windows.	£245.00	£282.00
4	Renovation of a thermal element	Estimated cost up to £50,000	£123.00	£141.00
		Estimated cost exceeding £50,000 and up to £100,000	£245.00	£282.00
		Estimated cost exceeding £100,000 and up to £250,000	£368.00	£423.00
5	Alterations not described elsewhere including structural alterations and installation of controlled fittings	Estimated cost up to £5000	£184.00	£212.00
		Estimated cost exceeding £5,000 and up to £25,000	£245.00	£282.00
		Estimated cost exceeding £25,000 and up to £50,000	£490.00	£564.00
		Estimated cost exceeding 50,000 and up to £100,000	£582.00	£669.00
		Estimated cost exceeding £100,000 and up to £150,000	£735.00	£845.00
6	Installation of Mezzanine floor up to 500m ²	Fixed price	£919.00	£1,057.00
7	Office or shop fit out	Fixed price based on floor area bands		
		Floor up to 500m ²	£601.00	£691.00
		500m ² to 2000m ²	£919.00	£1,057.00
	Change of Use (Not Including Dwellings)		£432.00	£497.00