

PLANNING AND LICENSING

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Planning & Licensing
Service Area: Land Charges

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

Charges have not been increased by a set percentage, instead charges have been increased based on the cost of delivering the service to ensure full cost recovery.

Justification for revised charge (compared to previous year)

Increase reflects the increase to costs for supplying the service

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Fees have been benchmarked against the following local authorities Castlepoint, Thurrock, Braintree and Southend. The proposed Fees and charges are deemed average within the benchmarking exercise

If significant change in charge, what consultation was undertaken with the general public?

N/A

Expected budgeted income

£145,000

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2021-March 2022		CHARGES April 2022-March 2023	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: LAND CHARGES

CHARGING AREA: Land Charges

Search Fees

LLC1	O	S	20.00	20.00	21	21
CON 29R	S	S	101.67	122.00	104.17	125
CON 29R including LLC1	S/O	S	119.17	143.00	121.67	146
CON 290 optional enquiries, except Q22	S	S	12.50	15.00	13.33	16
CON 290 optional enquiries, Q22 only	S	S	14.17	17.00	18.00	18
Any other additional enquiries	O	S	31.00	31.00	33.00	33
Additional parcels of Land	S	S	36.67	44.00	38.33	46

In relation to CON 290, Q.22 only, additional parcels of land are processed at £1 per parcel, subject to maximum of 6 parcels of land, there being a £20 maximum fee payable in this regard

Personal Searches - Self Service			Free	Free	Free	Free
New Assisted Personal Search - upon application with the Thurrock Council Land			POA	POA	POA	POA

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Planning & Licensing
Service Area: Licensing Fees - including Taxis

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

There is no proposed change in fee for this year.

Justification for revised charge (compared to previous year)

Licensing Fees are worked on a cost recovery basis, and separate trading accounts are kept to monitor cost over income. COVID 19 has had a significant impact on the licensed businesses, and most are still in the recovery phase and to hold off any potential increase will support local businesses. Any loss on the trading accounts can be rolled forward into the following years and recovered at a later stage.

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

The proposed Fees and charges are deemed average within the benchmarking exercise. Further revision confirms no increase to fees.

If significant change in charge, what consultation was undertaken with the general public?

Not applicable.

Expected budgeted income

£216,300

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2021-March 2022 Excl VAT	Inc VAT	April 2022-March 2023 Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Street Trading

Independent Permanent Stall - Annual	O	D	400.00	400.00	400.00	400.00
Independent 'One Off Stalls'	O	D	90.00	90.00	90.00	90.00
Lighting Up Brentwood	O	D	30.00	30.00	30.00	30.00

Scrap Metal

Site Application - New - 3 years	O	D	495.00	495.00	495.00	495.00
Collector Application - New - 3 years	O	D	280.00	280.00	280.00	280.00
Variation	O	D	89.00	89.00	89.00	89.00
Site Renewal Application - 3 years	O	D	445.00	445.00	445.00	445.00
Collector Renewal Application - 3 years	O	D	230.00	230.00	230.00	230.00

Skin Piercing

Premises Registration	O	D	257.50	257.50	257.50	257.50
Practitioner Registration	O	D	91.50	91.50	91.50	91.50

Animals

** Please note vet costs are in addition to these fees where vet required*

Animal Boarding - Application Fee	O	D	300.00	300.00	300.00	300.00
Animal Boarding - Grant Fee	O	D	100.00	100.00	100.00	100.00
Selling Animals As Pets - Application Fee	O	D	300.00	300.00	300.00	300.00
Selling Animals As Pets - Grant Fee	O	D	100.00	100.00	100.00	100.00
Dog Breeding - Application Fee	O	D	300.00	300.00	300.00	300.00
Dog Breeding - Grant Fee	O	D	100.00	100.00	100.00	100.00
Hiring Out Horses - Application Fee	O	D	300.00	300.00	300.00	300.00
Hiring Out Horses - Grant Fee	O	D	100.00	100.00	100.00	100.00
Keeping Animals for Exhibition - Application Fee	O	D	300.00	300.00	300.00	300.00
Keeping Animals for Exhibition - Grant Fee	O	D	100.00	100.00	100.00	100.00
Combination Of Activities - Application Fee (for each additional activity)	O	D	150.00	150.00	150.00	150.00
Combination Of Activities - Grant Fee (for each additional activity)	O	D	75.00	75.00	75.00	75.00
Variation to licence/re-evaluation or rating	O	D	222.00	222.00	222.00	222.00
Appeal (All Licences)	O	D	137.00	137.00	137.00	137.00
Variation to reduce the licenable activities or number of animals	O	D	85.00	85.00	85.00	85.00
Dangerous Wild Animals - 2 years	O	D	300.00	300.00	300.00	300.00
Zoo Premises New - 6 years	O	D	927.00	927.00	927.00	927.00
Zoo Premises Renewal - 4 years	O	D	566.50	566.50	566.50	566.50

Sex Establishment Licensing

Premises Application	O	D	2,330.00	2,330.00	2,330.00	2,330.00
Premises Renewal	O	D	1,590.00	1,590.00	1,590.00	1,590.00
Premises Variation	O	D	530.00	530.00	530.00	530.00

Pavement Permit

New application Tables and Chairs 1-2 tables	O	D	260.00	260.00	260.00	260.00
New Application Tables and Chairs 3-6 tables	O	D	470.00	470.00	470.00	470.00
New Application Tables and Chairs over 6 tables.	O	D	675.00	675.00	675.00	675.00
Renewal application Tables and Chairs 1-2 tables	O	D	160.00	160.00	160.00	160.00
Renewal Application Tables and Chairs 3-6 tables	O	D	370.00	370.00	370.00	370.00
Renewal Application Tables and Chairs over 6 tables.	O	D	575.00	575.00	575.00	575.00

Road Closure

Application to close road with 0 - 499 people attending	O	D	200.00	200.00	200.00	200.00
Application to close road with 500 - 1999 people attending	O	D	360.00	360.00	360.00	360.00
Application to close road with 2000+ people attending	O	D	680.00	680.00	680.00	680.00

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2021-March 2022 Excl VAT	Inc VAT	April 2022-March 2023 Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Gambling Act 2005

Bingo Clubs

New Application	O	D	3,500.00	3,500.00	3,500.00	3,500.00
Annual Fee	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Vary	O	D	1,750.00	1,750.00	1,750.00	1,750.00
Application to Transfer	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O	D	3,500.00	3,500.00	3,500.00	3,500.00
Licence Application (Provisional Statement Holders)	O	D	1,200.00	1,200.00	1,200.00	1,200.00

Betting Premises

New Application	O	D	3,000.00	3,000.00	3,000.00	3,000.00
Annual Fee	O	D	600.00	600.00	600.00	600.00
Application to Vary	O	D	1,500.00	1,500.00	1,500.00	1,500.00
Application to Transfer	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O	D	3,000.00	3,000.00	3,000.00	3,000.00
Licence Application (Provisional Statement Holders)	O	D	1,200.00	1,200.00	1,200.00	1,200.00

Tracks

New Application	O	D	2,500.00	2,500.00	2,500.00	2,500.00
Annual Fee	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Vary	O	D	1,250.00	1,250.00	1,250.00	1,250.00
Application to Transfer	O	D	950.00	950.00	950.00	950.00
Application to Re-instatement	O	D	950.00	950.00	950.00	950.00
Application for Provisional Statement	O	D	2,500.00	2,500.00	2,500.00	2,500.00
Licence Application (Provisional Statement Holders)	O	D	950.00	950.00	950.00	950.00

Family Entertainment Centres

New Application	O	D	2,000.00	2,000.00	2,000.00	2,000.00
Annual Fee	O	D	750.00	750.00	750.00	750.00
Application to Vary	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Transfer	O	D	950.00	950.00	950.00	950.00
Application to Re-instatement	O	D	950.00	950.00	950.00	950.00
Application for Provisional Statement	O	D	2,500.00	2,500.00	2,500.00	2,500.00
Licence Application (Provisional Statement Holders)	O	D	950.00	950.00	950.00	950.00

Adult Gaming Centres

New Application	O	D	2,000.00	2,000.00	2,000.00	2,000.00
Annual Fee	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Vary	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Transfer	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O	D	2,000.00	2,000.00	2,000.00	2,000.00
Licence Application (Provisional Statement Holders)	O	D	1,200.00	1,200.00	1,200.00	1,200.00

Prize Gaming Permit and Family Entertainment Centre Gaming Machine Permit

Permit Application (New)	O	S	300.00	300.00	300.00	300.00
Permit Application (Existing Operator)	O	S	100.00	100.00	100.00	100.00
Renewal of Permit	O	S	300.00	300.00	300.00	300.00
Change of Name on Permit	O	S	25.00	25.00	25.00	25.00
Copy of Permit	O	S	15.00	15.00	15.00	15.00

Club Gaming or Machine Permit

Permit Application (New)	O	S	200.00	200.00	200.00	200.00
Permit Application (Existing Holder)	O	S	100.00	100.00	100.00	100.00
Permit Application (Holder of club premises certificate under Licensing Act 2003)	O	S	100.00	100.00	100.00	100.00
Renewal of Permit	O	S	200.00	200.00	200.00	200.00
Annual Fee for Permit	O	S	50.00	50.00	50.00	50.00
Application to Vary Club Permit	O	S	100.00	100.00	100.00	100.00
Copy of Permit	O	S	15.00	15.00	15.00	15.00

Other

Temporary Use Notice (TUN)	O	S	500.00	500.00	500.00	500.00
Occasional Use Notice (OUN)	O	S	0.00	0.00	0.00	0.00
Copy of Premises Licence	O	D	25.00	25.00	25.00	25.00
Notification of Change of Circumstances for Premises Licence	O	D	50.00	50.00	50.00	50.00
Copy of Notice	O	S	25.00	25.00	25.00	25.00

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2021-March 2022 Excl VAT	Inc VAT	April 2022-March 2023 Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Licensing Act 2003

Premises - Band A (None to £4,300)

Premises Licences - New Application and Variation	O	S	100.00	100.00	100.00	100.00
Premises Licences - Annual Charge	O	S	70.00	70.00	70.00	70.00
Club Premises Certificates - New Application and Variation	O	S	100.00	100.00	100.00	100.00
Club Premises Certificates - Annual Charge	O	S	70.00	70.00	70.00	70.00

Premises - Band B (£4,301 to £33,000)

Premises Licences - New Application and Variation	O	S	190.00	190.00	190.00	190.00
Premises Licences - Annual Charge	O	S	180.00	180.00	180.00	180.00
Club Premises Certificates - New Application and Variation	O	S	190.00	190.00	190.00	190.00
Club Premises Certificates - Annual Charge	O	S	180.00	180.00	180.00	180.00

Premises - Band C (£33,001 to £87,000)

Premises Licences - New Application and Variation	O	S	315.00	315.00	315.00	315.00
Premises Licences - Annual Charge	O	S	295.00	295.00	295.00	295.00
Club Premises Certificates - New Application and Variation	O	S	315.00	315.00	315.00	315.00
Club Premises Certificates - Annual Charge	O	S	295.00	295.00	295.00	295.00

Premises - Band D (£87,001 to £125,000)

Premises Licences - New Application and Variation	O	S	450.00	450.00	450.00	450.00
Premises Licences - Annual Charge	O	S	320.00	320.00	320.00	320.00
Club Premises Certificates - New Application and Variation	O	S	450.00	450.00	450.00	450.00
Club Premises Certificates - Annual Charge	O	S	320.00	320.00	320.00	320.00

Premises - Band E (£125,001 plus)

Premises Licences - New Application and Variation	O	S	635.00	635.00	635.00	635.00
Premises Licences - Annual Charge	O	S	350.00	350.00	350.00	350.00
Club Premises Certificates - New Application and Variation	O	S	635.00	635.00	635.00	635.00
Club Premises Certificates - Annual Charge	O	S	350.00	350.00	350.00	350.00

Additional Fees (based on number in attendance at any one time)

Additional Premises Licence Fee:

5,000 to 9,999	O	S	1,000.00	1,000.00	1,000.00	1,000.00
10,000 to 14,999	O	S	2,000.00	2,000.00	2,000.00	2,000.00
15,000 to 19,999	O	S	4,000.00	4,000.00	4,000.00	4,000.00
20,000 to 29,999	O	S	8,000.00	8,000.00	8,000.00	8,000.00
30,000 to 39,999	O	S	16,000.00	16,000.00	16,000.00	16,000.00
40,000 to 49,999	O	S	24,000.00	24,000.00	24,000.00	24,000.00
50,000 to 59,999	O	S	32,000.00	32,000.00	32,000.00	32,000.00
60,000 to 69,999	O	S	40,000.00	40,000.00	40,000.00	40,000.00
70,000 to 79,999	O	S	48,000.00	48,000.00	48,000.00	48,000.00
80,000 to 89,999	O	S	56,000.00	56,000.00	56,000.00	56,000.00
90,000 and over	O	S	64,000.00	64,000.00	64,000.00	64,000.00

Additional Annual Fee Payable (if applicable):

5,000 to 9,999	O	S	500.00	500.00	500.00	500.00
10,000 to 14,999	O	S	1,000.00	1,000.00	1,000.00	1,000.00
15,000 to 19,999	O	S	2,000.00	2,000.00	2,000.00	2,000.00
20,000 to 29,999	O	S	4,000.00	4,000.00	4,000.00	4,000.00
30,000 to 39,999	O	S	8,000.00	8,000.00	8,000.00	8,000.00
40,000 to 49,999	O	S	12,000.00	12,000.00	12,000.00	12,000.00
50,000 to 59,999	O	S	16,000.00	16,000.00	16,000.00	16,000.00
60,000 to 69,999	O	S	20,000.00	20,000.00	20,000.00	20,000.00
70,000 to 79,999	O	S	24,000.00	24,000.00	24,000.00	24,000.00
80,000 to 89,999	O	S	28,000.00	28,000.00	28,000.00	28,000.00
90,000 and over	O	S	32,000.00	32,000.00	32,000.00	32,000.00

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2021-March 2022 Excl VAT	Inc VAT	April 2022-March 2023 Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Licensing Act 2003 (cont.)

Other Fees

Application for the grant or renewal of a personal licence	O	S	37.00	37.00	37.00	37.00
Temporary event notice	O	S	21.00	21.00	21.00	21.00
Theft, loss etc of premises licence or summary	O	S	10.50	10.50	10.50	10.50
Application for a provisional statement where premises being built etc	O	S	315.00	315.00	315.00	315.00
Notification of change of name or address	O	S	10.50	10.50	10.50	10.50
Application to vary licence to specify individual as premises supervisor	O	S	23.00	23.00	23.00	23.00
Application for transfer of premises licence	O	S	23.00	23.00	23.00	23.00
Interim authority notice following death etc.of licence holder	O	S	23.00	23.00	23.00	23.00
Theft, loss etc.of certificate or summary	O	S	10.50	10.50	10.50	10.50
Notification of change of name or alteration of rules of club	O	S	10.50	10.50	10.50	10.50
Change of relevant registered address of club	O	S	10.50	10.50	10.50	10.50
Theft, loss etc.of temporary event notice	O	S	10.50	10.50	10.50	10.50
Theft, loss etc.of personal licence	O	S	10.50	10.50	10.50	10.50
Duty to notify change of name or address	O	S	10.50	10.50	10.50	10.50
Right of freeholder etc.to be notified of licensing matters	O	S	21.00	21.00	21.00	21.00
Application to vary premises licence at community premises to include alternative licence condition	O	S	23.00	23.00	23.00	23.00
Application for minor variation	O	S	89.00	89.00	89.00	89.00

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2021-March 2022 Excl VAT	Inc VAT	April 2022-March 2023 Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Taxi

Vehicle Licence - Hackney Carriage

Vehicle Licence - including Plate	O	S	243.00	243.00	243.00	243.00
Vehicle Replacement	O	S	75.00	75.00	75.00	75.00

Vehicle Licence - Private Hire

Vehicle Licence - including Plate	O	S	225.00	225.00	225.00	225.00
Vehicle Replacement	O	S	75.00	75.00	75.00	75.00

Vehicle Inspections - Hackney Carriage and Private Hire

Vehicle Inspection	O	S	47.00	47.00	47.00	47.00
Trailer Inspections - Non Braked	O	S	15.00	15.00	15.00	15.00
Trailer Inspections - Braked	O	S	23.00	23.00	23.00	23.00
Re-Inspection	O	S	12.50	12.50	12.50	12.50
Re-Inspection 2	O	S	47.00	47.00	47.00	47.00

Drivers Licence - Hackney Carriage and Private Hire

Combined Driver New - 1 year (Excludes DBS)	O	S	145.00	145.00	145.00	145.00
Combined Driver Renewal - 1 year (Excludes DBS)	O	S	128.00	128.00	128.00	128.00
Combined Driver New - 3 years (Excludes DBS)	O	S	404.00	404.00	404.00	404.00
Combined Driver Renewal - 3 years (Excludes DBS)	O	S	354.00	354.00	354.00	354.00
Disclosure and Barring Service (DBS) Check (new to update service)	O	S	52.00	52.00	52.00	52.00
Disclosure and Barring Service (DBS) Check (update service lapsed)	O	S	85.00	85.00	85.00	85.00
Driver and Vehicle Licensing Agency (DVLA) Check outside of an application	O	S	5.00	5.00	5.00	5.00
Re-Test - Knowledge Test	O	S	35.00	35.00	35.00	35.00

Replacements

ID	O	S	6.00	6.00	6.00	6.00
PHV Cards	O	S	6.00	6.00	6.00	6.00
Tariff Cards	O	S	6.00	6.00	6.00	6.00
Replacement Plates	O	S	12.00	12.00	12.00	12.00
Replacement Door Signs (pair)	O	S	15.00	15.00	15.00	15.00
Plate Platforms	O	S	6.00	6.00	6.00	6.00

Private Hire Operators

Single Vehicle Operators Licence - 5 years	O	S	325.00	325.00	325.00	325.00
Operator Licence - 2 to 5 Vehicles - 5 years	O	S	1,085.00	1,085.00	1,085.00	1,085.00
Operator Licence - more than 5 Vehicles - 5 years	O	S	1,345.00	1,345.00	1,345.00	1,345.00

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Planning and Licensing
Service Area: Building Control

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

The increase proposed is 4%. This is based on the HM Treasury forecast inflation increase for 2022. Gross charges have also been rounded up to the nearest pound.

Justification for revised charge (compared to previous year)

The increase in charge is needed in order to work towards cost recovery.

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Fees have been benchmarked against the following local authorities: Basildon; Chelmsford; Epping Forest; Harlow; Southend-on-Sea; Thurrock. The proposed Fees and charges are deemed average within the benchmarking exercise.

If significant change in charge, what consultation was undertaken with the general public?

None

Expected budgeted income

£306k budgeted across inspections and applications.

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2021-March 2022 Excl VAT	Inc VAT	April 2022-March 2023 Excl VAT	Inc VAT

SERVICE AREA: BUILDING CONTROL

CHARGING AREA: NEW DWELLINGS NOT EXCEEDING 300m2

HO1							
Houses Bungalows less than 4 storeys 1 plot Plan and Inspection	S	D	647.50	777.00	674.17	809.00	
Houses Bungalows less than 4 storeys 1 plot Building Notice	S	D	747.50	897.00	777.50	933.00	
Houses Bungalows less than 4 storeys 1 plot Regularisation	O	D	1,080.00	1,080.00	1,124.00	1,124.00	
HO2							
Houses Bungalows less than 4 storeys 2 plot Plan and Inspection	S	D	958.33	1,150.00	996.67	1,196.00	
Houses Bungalows less than 4 storeys 2 plot Building Notice	S	D	1,055.83	1,267.00	1,098.33	1,318.00	
Houses Bungalows less than 4 storeys 2 plot Regularisation	O	D	1,526.00	1,526.00	1,588.00	1,588.00	
HO3							
Houses Bungalows less than 4 storeys 3 plot Plan and Inspection	S	D	1,279.17	1,535.00	1,330.83	1,597.00	
Houses Bungalows less than 4 storeys 3 plot Building Notice	S	D	1,477.50	1,773.00	1,536.67	1,844.00	
Houses Bungalows less than 4 storeys 3 plot Regularisation	O	D	2,136.00	2,136.00	2,222.00	2,222.00	
HO4							
Houses Bungalows less than 4 storeys 4 plot Plan and Inspection	S	D	1,616.67	1,940.00	1,681.67	2,018.00	
Houses Bungalows less than 4 storeys 4 plot Building Notice	S	D	1,725.00	2,070.00	1,794.17	2,153.00	
Houses Bungalows less than 4 storeys 4 plot Regularisation	O	D	2,494.00	2,494.00	2,594.00	2,594.00	
HO5							
Houses Bungalows less than 4 storeys 5 plot Plan and Inspection	S	D	1,950.00	2,340.00	2,028.33	2,434.00	
Houses Bungalows less than 4 storeys 5 plot Building Notice	S	D	2,047.50	2,457.00	2,130.00	2,556.00	
Houses Bungalows less than 4 storeys 5 plot Regularisation	O	D	2,960.00	2,960.00	3,079.00	3,079.00	
FO1							
Houses Bungalows less than 4 storeys 1 flat Plan and Inspection	S	D	647.50	777.00	674.17	809.00	
Houses Bungalows less than 4 storeys 1 flat Building Notice	S	D	747.50	897.00	777.50	933.00	
Houses Bungalows less than 4 storeys 1 flat Regularisation	O	D	1,080.00	1,080.00	1,124.00	1,124.00	
FO2							
Houses Bungalows less than 4 storeys 2 flat Plan and Inspection	S	D	958.33	1,150.00	996.67	1,196.00	
Houses Bungalows less than 4 storeys 2 flat Building Notice	S	D	1,055.83	1,267.00	1,098.33	1,318.00	
Houses Bungalows less than 4 storeys 2 flat Regularisation	O	D	1,526.00	1,526.00	1,588.00	1,588.00	
FO3							
Houses Bungalows less than 4 storeys 3 flat Plan and Inspection	S	D	1,279.17	1,535.00	1,330.83	1,597.00	
Houses Bungalows less than 4 storeys 3 flat Building Notice	S	D	1,477.50	1,773.00	1,536.67	1,844.00	
Houses Bungalows less than 4 storeys 3 flat Regularisation	O	D	2,136.00	2,136.00	2,222.00	2,222.00	
FO4							
Houses Bungalows less than 4 storeys 4 flat Plan and Inspection	S	D	1,616.67	1,940.00	1,681.67	2,018.00	
Houses Bungalows less than 4 storeys 4 flat Building Notice	S	D	1,725.00	2,070.00	1,794.17	2,153.00	
Houses Bungalows less than 4 storeys 4 flat Regularisation	O	D	2,494.00	2,494.00	2,594.00	2,594.00	
FO5							
Houses Bungalows less than 4 storeys 5 flat Plan and Inspection	S	D	1,950.00	2,340.00	2,028.33	2,434.00	
Houses Bungalows less than 4 storeys 5 flat Building Notice	S	D	2,047.50	2,457.00	2,130.00	2,556.00	
Houses Bungalows less than 4 storeys 5 flat Regularisation	O	D	2,960.00	2,960.00	3,079.00	3,079.00	
CV01							
Conversion to a Single Dwelling House Plan and Inspection	S	D	715.83	859.00	745.00	894.00	
Conversion to a Single Dwelling House Building Notice	S	D	787.50	945.00	819.17	983.00	
Conversion to a Single Dwelling House Regularisation	O	D	1,087.00	1,087.00	1,131.00	1,131.00	
CV02							
Conversion to a Single Flat Plan and Inspection	S	D	645.83	775.00	671.67	806.00	
Conversion to a Single Flat Building Notice	S	D	710.83	853.00	740.00	888.00	
Conversion to a Single Flat Regularisation	O	D	1,034.00	1,034.00	1,076.00	1,076.00	
ED							
Notifiable Electrical Work where a satisfactory certificate will not be issued by a Part P registered electrician.	S	D	346.67	416.00	360.83	433.00	

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2021-March 2022		CHARGES April 2022-March 2023	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: BUILDING CONTROL

CHARGING AREA: WORK TO A SINGLE DWELLING (NOT MORE THAN 3 STOREYS HIGH ABOVE GROUND LEVEL)

DW00						
Single Storey extension not exceeding 10 sq m Plan and Inspection Charge	S	D	295.00	354.00	307.50	369.00
Single Storey extension not exceeding 10 sq m Building Notice	S	D	324.17	389.00	337.50	405.00
Single Storey extension not exceeding 10 sq m Regularisation Charge	O	D	448.00	448.00	466.00	466.00
DW01						
Single Storey extension not exceeding 40 sq m Plan and Inspection Charge	S	D	556.67	668.00	579.17	695.00
Single Storey extension not exceeding 40 sq m Building Notice	S	D	612.50	735.00	637.50	765.00
Single Storey extension not exceeding 40 sq m Regularisation Charge	O	D	845.00	845.00	879.00	879.00
DW02						
Single Storey extension not exceeding 100 sq m Plan and Inspection Charge	S	D	695.83	835.00	724.17	869.00
Single Storey extension not exceeding 100 sq m Building Notice	S	D	765.00	918.00	795.83	955.00
Single Storey extension not exceeding 100 sq m Regularisation Charge	O	D	1,056.00	1,056.00	1,099.00	1,099.00
DW03						
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Plan and Inspection Charge	S	D	648.33	778.00	675.00	810.00
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Building Notice	S	D	713.33	856.00	742.50	891.00
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Regularisation Charge	O	D	984.00	984.00	1,024.00	1,024.00
DW04						
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Plan and Inspection Charge	S	D	721.67	866.00	750.83	901.00
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Building Notice	S	D	793.33	952.00	825.83	991.00
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Regularisation Charge	O	D	1,095.00	1,095.00	1,139.00	1,139.00
DW05						
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Plan and Inspection Charge	S	D	355.00	426.00	370.00	444.00
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Building Notice	S	D	390.83	469.00	406.67	488.00
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Regularisation Charge	O	D	539.00	539.00	561.00	561.00
DW06						
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Plan and Inspection Charge	S	D	456.67	548.00	475.00	570.00
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Building Notice	S	D	501.67	602.00	522.50	627.00
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Regularisation Charge	O	D	693.00	693.00	721.00	721.00
DW07						
First Floor & Second Floor loft conversion Plan and Inspection Charge	S	D	535.83	643.00	557.50	669.00
First Floor & Second Floor loft conversion Building Notice	S	D	589.17	707.00	613.33	736.00
First Floor & Second Floor loft conversion Regularisation Charge	O	D	813.00	813.00	846.00	846.00
DW08						
Other Works Plan and Inspection Charge	S	D	318.33	382.00	331.67	398.00
Other Works Building Notice	S	D	350.00	420.00	364.17	437.00
Other Works Regularisation Charge	O	D	483.00	483.00	503.00	503.00
DW09						
Re-roofing, installation of solar panels or photovoltaic cells Plan and Inspection Charge	S	D	195.00	234.00	203.33	244.00
Re-roofing, installation of solar panels or photovoltaic cells Building Notice	S	D	214.17	257.00	223.33	268.00
Re-roofing, installation of solar panels or photovoltaic cells Regularisation Charge	O	D	296.00	296.00	308.00	308.00
DW10						
Replacement of windows, roof lights, roof windows or external glazed doors Plan and Inspection Charge	S	D	175.00	210.00	182.50	219.00
Replacement of windows, roof lights, roof windows or external glazed doors Building Notice	S	D	192.50	231.00	200.83	241.00
Replacement of windows, roof lights, roof windows or external glazed doors Regularisation Charge	O	D	265.00	265.00	276.00	276.00
DW11						
Cost of work not exceeding £5,000 Plan and Inspection Charge	S	D	233.33	280.00	243.33	292.00
Cost of work not exceeding £5,000 Building Notice	S	D	256.67	308.00	267.50	321.00
Cost of work not exceeding £5,000 Regularisation Charge	O	D	354.00	354.00	369.00	369.00
DW12						
Cost of work exceeding £5,000 but not exceeding £25,000 Plan and Inspection Charge	S	D	451.67	542.00	470.00	564.00
Cost of work exceeding £5,000 but not exceeding £25,000 Building Notice	S	D	497.50	597.00	517.50	621.00
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	686.00	686.00	714.00	714.00
DW13						
Cost of work exceeding £25,000 but not exceeding £100,000 Plan and Inspection Charge	S	D	746.67	896.00	776.67	932.00
Cost of work exceeding £25,000 but not exceeding £100,000 Building Notice	S	D	820.83	985.00	854.17	1,025.00
Cost of work exceeding £25,000 but not exceeding £100,000 Regularisation Charge	O	D	1,133.00	1,133.00	1,179.00	1,179.00
ED						
Notifiable electrical work where a satisfactory certificate will not be issued by a Part P registered electrician	S	D	346.67	416.00	360.83	433.00

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2021-March 2022		CHARGES April 2022-March 2023	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: BUILDING CONTROL

CHARGING AREA: ALL OTHER NON-DOMESTIC WORK (NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL)

Extensions and New Builds

ND01

Single Storey extension not exceeding 40 sq m Plan and Inspection Charge	S	D	550.00	660.00	572.50	687.00
Single Storey extension not exceeding 40 sq m Regularisation Charge	O	D	845.00	845.00	879.00	879.00

ND02

Single Storey extension not exceeding 100 sq m Plan and Inspection Charge	S	D	628.33	754.00	654.17	785.00
Single Storey extension not exceeding 100 sq m Regularisation Charge	O	D	953.00	953.00	992.00	992.00

ND03

Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Plan and Inspection Charge	S	D	687.50	825.00	715.00	858.00
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Regularisation Charge	O	D	1,041.00	1,041.00	1,083.00	1,083.00

ND04

Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Plan and Inspection Charge	S	D	746.67	896.00	776.67	932.00
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Regularisation Charge	O	D	1,129.00	1,129.00	1,175.00	1,175.00

Alterations

ND05

Cost of work not exceeding £5,000 Plan and Inspection Charge	S	D	295.00	354.00	307.50	369.00
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	442.00	442.00	460.00	460.00
Replacement of windows, roof lights, roof windows or external glazed doors Plan and Inspection Charge	S	D	255.83	307.00	266.67	320.00
Replacement of windows, roof lights, roof windows or external glazed doors Regularisation Charge	O	D	374.00	374.00	389.00	389.00
Renewable energy systems not exceeding £20,000 Planning and Inspection Charge	S	D	275.00	330.00	286.67	344.00
Renewable energy systems not exceeding £20,000 Regularisation Charge	O	D	393.00	393.00	409.00	409.00
Installation of new shop front and work not exceeding £5,000 Plan and Inspection Charge	S	D	275.00	330.00	286.67	344.00
Installation of new shop front and work not exceeding £5,000 Regularisation Charge	O	D	393.00	393.00	409.00	409.00

ND06

Cost of work exceeding £5,000 but not exceeding £25,000 Plan and Inspection Charge	S	D	451.67	542.00	470.00	564.00
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	688.00	688.00	716.00	716.00
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units) Plan and Inspection Charge	S	D	354.17	425.00	369.17	443.00
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units) Regularisation Charge	O	D	550.00	550.00	572.00	572.00
Installation of raised storage platform not exceeding 250 sqm within an existing building Plan and Inspection Charge	S	D	432.50	519.00	450.00	540.00
Installation of raised storage platform not exceeding 250 sqm within an existing building Regularisation Charge	O	D	609.00	609.00	634.00	634.00

ND07

Cost of work exceeding £25,000 and not exceeding £100,000 Plan and Inspection Charge	S	D	785.83	943.00	817.50	981.00
Cost of work exceeding £25,000 and not exceeding £100,000 Regularisation Charge	O	D	1,198.00	1,198.00	1,246.00	1,246.00
Fit out of building up to 100 sq m Plan and Inspection Charge	S	D	530.83	637.00	552.50	663.00
Fit out of building up to 100 sq m Regularisation Charge	O	D	737.00	737.00	767.00	767.00

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Planning and Licensing
Service Area: Planning Development Management

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough. These were reviewed in 2021 that it would not be appropriate to increase now. But we will be keeping the PPAs as negotiable and doing a better job of covering costs through increases etc where we can. So no change for 2022/23.

Proposed change in fee/charge from previous year (%)

No change

Justification for revised charge (compared to previous year)

Increase reflects the increase to costs for supplying the service

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Fees that are not set nationally, have in the past been benchmarked against the following local authorities: Basildon; Chelmsford; Epping Forest; Harlow; Southend-on-Sea; Thurrock. The proposed Fees and charges are deemed average within the benchmarking exercise.

If significant change in charge, what consultation was undertaken with the general public?

N/A

Expected budgeted income

£678k

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2021-March 2022 Excl VAT	Inc VAT	April 2022-March 2023 Excl VAT	Inc VAT

SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT

CHARGING AREA: Planning Application Fees

All Outline Applications

Up to 2.5 hectare, per 0.1 hectare	O	S	462.00	462.00	462.00	462.00
More than 2.5 hectares	O	S	11,432.00	11,432.00	11,432.00	11,432.00
Each 0.1 hectare in excess of 2.5 hectares to a maximum of £125,000	O	S	138.00	138.00	138.00	138.00

Householder Applications

Alterations/extensions to a single dwelling	O	S	206.00	206.00	206.00	206.00
---	---	---	--------	--------	--------	--------

Full Applications

Alterations/extensions two or more dwellings	O	S	407.00	407.00	407.00	407.00
New Dwellings (up to 50) per dwelling	O	S	462.00	462.00	462.00	462.00
New Dwellings more than 50	O	S	22,859.00	22,859.00	22,859.00	22,859.00
Each dwelling in excess of 50 to a maximum of £250,000	O	S	138.00	138.00	138.00	138.00

Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery)

Gross Floor up to 40sq m	O	S	234.00	234.00	234.00	234.00
Gross Floor 40 sq m to 75 sq m	O	S	462.00	462.00	462.00	462.00
Gross Floor 75sq m to 3750 sq m each 75 sq m or part thereof	O	S	462.00	462.00	462.00	462.00
Gross Floor more than 3750 sq m	O	S	22,859.00	22,859.00	22,859.00	22,859.00
Each additional 75 sq m in excess of 3750 sq m to a maximum of £250,000	O	S	138.00	138.00	138.00	138.00

Erection of building (on land used for agriculture for agricultural purposes)

Gross Floor Space up to 465 sq m	O	S	96.00	96.00	96.00	96.00
Gross Floor 465 sq m to 540 sq m	O	S	462.00	462.00	462.00	462.00
Gross Floor 540 sq m to 4215 sq m each 75 sq m in excess of 540 sq m	O	S	462.00	462.00	462.00	462.00
Gross Floor more than 4215 sq m	O	S	22,859.00	22,859.00	22,859.00	22,859.00
Each additional 75 sq m in excess of 4215 sq m to a maximum of £250,000	O	S	138.00	138.00	138.00	138.00

Erection of glasshouses

Gross Floor no more than 465 sq m	O	S	96.00	96.00	96.00	96.00
Gross Floor more than 465 sq m	O	S	2,580.00	2,580.00	2,580.00	2,580.00

Erection/Alterations/Replacement of Plant and Machinery

Site Area not more than 5 hectares - per 0.1 hectare or part thereof	O	S	462.00	462.00	462.00	462.00
Site Area more than 5 hectares	O	S	22,859.00	22,859.00	22,859.00	22,859.00
Each additional 0.1 hectare in excess of 5 hectares up to a maximum of £250,000	O	S	138.00	138.00	138.00	138.00

Applications other than Building Works

Car parks, Service Roads or other accesses	O	S	234.00	234.00	234.00	234.00
--	---	---	--------	--------	--------	--------

Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage minerals)

Site Area no more than 15 hectares per 0.1 hectare	O	S	234.00	234.00	234.00	234.00
Site Area more than 15 hectares	O	S	34,934.00	34,934.00	34,934.00	34,934.00
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	138.00	138.00	138.00	138.00

Operations connected with exploratory drilling for oil or natural gas

Site area not more than 7.5 hectares each 0.1 hectare	O	S	508.00	508.00	508.00	508.00
Site area more than 7.5 hectares	O	S	38,070.00	38,070.00	38,070.00	38,070.00
Each 0.1 hectare in excess of 7.5 hectares up to a maximum of £250,000	O	S	151.00	151.00	151.00	151.00

Operations (other than exploratory drilling) for the winning and working of oil or natural gas

Site area not more than 15 hectares each 0.1 hectares	O	S	257.00	257.00	257.00	257.00
Site area more than 15 hectares	O	S	38,520.00	38,520.00	38,520.00	38,520.00
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	151.00	151.00	151.00	151.00

Operations (winning and working of minerals) excluding oil or natural gas

Site area not more than 15 hectares each 0.1 hectares	O	S	234.00	234.00	234.00	234.00
Site area more than 15 hectares	O	S	34,934.00	34,934.00	34,934.00	34,934.00
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	138.00	138.00	138.00	138.00

Other operations (not coming within any of the above categories)

Any site area per 0.1 hectares up to a maximum of £1690	O	S	234.00	234.00	234.00	234.00
---	---	---	--------	--------	--------	--------

Lawful Development Certificate

Existing Use or operation	O	S	Same As Full	Same As Full	Same As Full	Same As Full
Existing use or operation - lawful not to comply with any condition or limitation	O	S	234.00	234.00	234.00	234.00

Proposed use or operation	O	S	Half normal planning fee	Half normal planning fee	Half normal planning fee	Half normal planning fee
---------------------------	---	---	-----------------------------	-----------------------------	-----------------------------	-----------------------------

For further clarification on the planning fees please refer to the The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 and (Amendment) Regulations 2017

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2021-March 2022 Excl VAT	Inc VAT	April 2022-March 2023 Excl VAT	Inc VAT

SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT

CHARGING AREA: Planning Application Fees

Prior Approval

Agricultural and Forestry buildings & operations or demolition of buildings	O	S	96.00	96.00	96.00	96.00
Telecommunications Code Systems Operators	O	S	462.00	462.00	462.00	462.00
Proposed Change of Use to State Funded School or Registered Nursery	O	S	96.00	96.00	96.00	96.00
Proposed Change of Use of Agricultural Building to a State-Funded School or Registered Nursery	O	S	96.00	96.00	96.00	96.00
Proposed Change of Use of Agricultural Building to a flexible use within Shops, Financial and Professional services, Restaurants and Cafes, Business, Storage or Distribution, Hotels, or Assembly or Leisure	O	S	96.00	96.00	96.00	96.00
Proposed Change of Use of a building from Office (Use Class B1) Use to a use falling within Use Class C3 (Dwellinghouse)	O	S	96.00	96.00	96.00	96.00
Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), where there are no Associated Building Operations	O	S	96.00	96.00	96.00	96.00
Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), and Associated Building Operations	O	S	206.00	206.00	206.00	206.00
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), where there are no Associated Building Operations	O	S	96.00	96.00	96.00	96.00
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), and Associated Building Operations	O	S	206.00	206.00	206.00	206.00
Notification for a Prior Approval for a Change of Use from Storage or Distribution Buildings (Class B8) and any land within its curtilage to dwellinghouses (Class C3)	O	S	96.00	96.00	96.00	96.00
Notification for prior Approval for Change of Use from Amusements Arcades/Centres and Casinos (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3)	O	S	96.00	96.00	96.00	96.00
Notification for prior Approval for Change of Use from Amusements Arcades/Centres and Casinos (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3) and Associated Building Operations	O	S	206.00	206.00	206.00	206.00
Notification for Prior Approval for a Change of Use from Shops (Class A1) Financial and Professional Services (Class A2) Betting Offices and Payday Loan Shops and Casinos (Sui Generis Uses) to restaurants and cafes (Class A3)	O	S	96.00	96.00	96.00	96.00
Notification for Prior Approval for a Change of Use from Shops (Class A1) Financial and Professional Services (Class A2) Betting Offices and Payday Loan Shops and Casinos (Sui Generis Uses) to restaurants and cafes (Class A3) and Associated Building Operations	O	S	206.00	206.00	206.00	206.00
Notification for Prior Approval for a Change of Use from Shops (Class A1) Financial and Professional Services (Class A2) Betting Offices and Payday Loan Shops and Casinos (Sui Generis Uses) to restaurants and cafes (Class A3) to Assembly and Leisure Use (Class D2)	O	S	96.00	96.00	96.00	96.00

Reserved Matters

Application for approval of reserved matters following outline approval	O	S	Full Fee due or if paid £462	Full Fee due or if paid £462	Full Fee due or if paid £462	Full Fee due or if paid £462
---	---	---	------------------------------	------------------------------	------------------------------	------------------------------

Approval/Variation/Discharge of condition

Application for removal or variation of a condition following grant of planning permission	O	S	234.00	234.00	234.00	234.00
Request for confirmation that one or more planning conditions have been complied with - Householder	O	S	34.00	34.00	34.00	34.00
Request for confirmation that one or more planning conditions have been complied with - Other	O	S	116.00	116.00	116.00	116.00

Change of Use of a building to use as one or more separate dwellings houses or other cases

Not more than 50 dwellings - each dwelling	O	S	462.00	462.00	462.00	462.00
More than 50 dwellings	O	S	22,859.00	22,859.00	22,859.00	22,859.00
Each dwelling in excess of 50 up to a maximum of £250,000	O	S	138.00	138.00	138.00	138.00
Other Changes of use of a building or land	O	S	462.00	462.00	462.00	462.00

Advertising

Relating to the business on the premises	O	S	132.00	132.00	132.00	132.00
Advance signs which are not situated on or visible from the site, directing the public to a	O	S	132.00	132.00	132.00	132.00
Other advertisements	O	S	462.00	462.00	462.00	462.00

Application for a New Planning Permission to replace an Extant Planning Permission

Applications in respect of major developments	O	S	690.00	690.00	690.00	690.00
Applications in respect of householder developments	O	S	68.00	68.00	68.00	68.00
Applications in respect of other developments	O	S	234.00	234.00	234.00	234.00

Application for a Non-material Amendment following a grant of Planning Permission

Applications in respect of householder development	O	S	34.00	34.00	34.00	34.00
Applications in respect of other developments	O	S	234.00	234.00	234.00	234.00

Application for Permission in Principle

For each 0.1 hectare of the site area	O	S	402.00	402.00	402.00	402.00
---------------------------------------	---	---	--------	--------	--------	--------

For further clarification on the planning fees please refer to the The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 and (Amendment) Regulations 2017

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2021-March 2022		CHARGES April 2022-March 2023	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT

CHARGING AREA: Pre-Application Advice

Pre-Application Advice

Householder

1	Householder - written response only	S	D	58.33	70.00	58.33	70.00
2	Up to 1-hour meeting and written summary / with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	141.67 / 266.67	170 / 320	141.67 / 266.67	170 / 320
3	Follow up comments per additional set of drawings (within 3 months timescale)	S	D	29.17	35.00	29.17	35.00
4	Express Householder Advice - e.g. week turnaround	S	D	416.67	500.00	416.67	500.00

Change of Use of a Building or Land where the proposal does not constitute Minor or Major development

NB this would include a change of use of the land to additional residential garden; paddocks; and buildings to non-residential use

5	Up to 1-hour inhouse meeting and written summary/ with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	350 / 483.33	420 / 580	350 / 483.33	420 / 580
6	Up to 1-hour onsite meeting and written summary/ with specialist advice (where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	375 / 508.33	450 / 610	375 / 508.33	450 / 610
7	Follow up comments upon per additional set of drawings			150.00	180.00	150.00	180.00

Creation of a singular: dwellinghouse; replacement dwellinghouse; or residential annexe

Note: in excess of 1 but below 10 units constitutes Minor development

8	Up to 1-hour inhouse meeting and written summary/ with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a listed building, specialist advice is required and is charged as follows.)	S	D	350 / 483.33	420 / 580	350 / 483.33	420 / 580
9	Up to 1-hour onsite meeting and written summary/ with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a listed building, specialist advice is required and is charged as follows.)	S	D	375 / 508.33	450 / 610	375 / 508.33	450 / 610
10	Follow up comments upon per additional set of drawings	S	D	150.00	180.00	150.00	180.00

Minor Development

11	Written summary only/ with specialist advice	S	D	350 / 483.33	420 / 580	350 / 483.33	420 / 580
12	Up to 1-hour inhouse meeting and written summary/ with specialist advice	S	D	716.67 / 850	860 / 1020	716.67 / 850	860 / 1020
13	Up to 1-hour onsite meeting and written summary/with specialist advice	S	D	741.67 / 850	890 / 1050	741.67 / 850	890 / 1050
14	Additional 1-hour inhouse meetings and written summaries/ with specialist	S	D	458.33 / 591.67	550 / 710	458.33 / 591.67	550 / 710
15	Follow up comments per additional set of drawings	S	D	166.67	200.00	166.67	200.00

Small major development (includes Heritage Assests/ Urban Design)

new building has between 1000 and 2499 sqm of floor space

Or the site is between 0.5 and 1.99 hecatres (where you don't know the floor space.)

16	Up to 1-hour inhouse meeting and written summary	S	D	2,083.33	2,500.00	2,083.33	2,500.00
17	Up to 1-hour onsite meeting and written summary set	S	D	2,108.33	2,530.00	2,108.33	2,530.00
18	Written advice	S	D	250.00	300.00	250.00	300.00
19	A subsequent meeting with a planning officer	S	D	1,500.00	1,800.00	1,500.00	1,800.00

Large major development (includes Heritage Assests/ Urban Design)

If your new building has between 2500 and 4999 sqm of floor space

Or The site area is up between 2.0 and 4.99 hecatres (where you don't know the floorspace)

20	Up to 1-hour inhouse meeting and written summary	S	D	2,500.00	3,000.00	2,500.00	3,000.00
21	Up to 1-hour onsite meeting and written summary set	S	D	2,525.00	3,030.00	2,525.00	3,030.00
23	A subsequent meeting with a planning officer	S	D	1,916.67	2,300.00	1,916.67	2,300.00

Strategic Development (Principal Planner)

Your new building has 5000 or more sqm of floor space

The site area is 5 or more hectares (where you don't now the floorspace)

24	Up to 1-hour inhouse meeting and written summary	S	D	2,833.33	3,400.00	2,833.33	3,400.00
25	Up to 1-hour onsite meeting and written summary	S	D	2,858.33	3,430.00	2,858.33	3,430.00
26	A reduced fee for follow up meetings if you have: already had a meeting in relation to the same site in the last three months or received a refusal of planning permission for a similar development on the same site in the last three months	S	D	2,250.00	2,700.00	2,250.00	2,700.00

Planning Performance Agreement - Separate set of Fees

BBC can offer a tailored service to developers in regard to the above advice types.

These can include meetings with elected members including ward members and members of the Planning Committee. We can negotiate compliance with conditions during the course of construction and through the redevelopment and conversion of listed buildings with the appropriate specialist advisors offering direct and timely contact with Officer's.

Post-Application Conditions Advice

Some developments may result in conditions which you may wish to discuss in more detail with the Planning Officer to consider your options. Particularly where there are requirements for particular materials. Officers can advise on the requirements in consultation with specialist advisors where applicable.

Note: Developers are reminded of the provisions of the NPPF with particular regard to paragraph 130.

27	Written summary only	S	D	125.00	150.00	125.00	150.00
28	Up to 1-hour inhouse meeting and written summary	S	D	208.33	250.00	208.33	250.00
29	Up to 1-hour onsite meeting and written summary	S	D	233.33	280.00	233.33	280.00

Advice from Officers specialising in the Heritage Assets, Urban Design or Landscaping may also be required and is charged separately.

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2022/23 ONWARDS

Committee: Planning and Licensing
Service Area: Planning Policy

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

No specific costs are listed as these are negotiable on an individual basis.

Justification for revised charge (compared to previous year)

Increase reflects the increase to costs for supplying the service

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Areas of proposed charge represent a bespoke requirement which will be determined on a case by case basis purely for cost recovery

If significant change in charge, what consultation was undertaken with the general public?

No significant change in charge proposed

Expected budgeted income

£0 - No budgeted income. Fee there if needed.

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2021-March 2022		CHARGES April 2022-March 2023	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PLANNING POLICY

CHARGING AREA: Design Panel Review

Design Panel Review

Panel review session, tailored to reflect the proposal

S D

negotiable

negotiable

Wilsons Corner VISSIM Transport Model