

SCALE OF CHARGES WORKING PAPER - PROPOSED CHARGES TO APPLY FROM APRIL 2020
PLACE & INFRASTRUCTURE - PUBLIC PROTECTION

Appendix A3

	2019-20 Charge £	2020-21 Proposed Charge £	% Increase
FOOD			
Voluntary Certificate Food Condemnation	80.00 ++	85.00 ++	6.25
1 Food Export Certificate	80.00 ++		-100.00
Up to 2 Food Export Certificates issued at inspection		125.00	
Each additional Food Export Certificate issued at inspection		65.00	
Food Export Certificates (cost per certificate where site visit is not required)		65.00	
Organic Produce Import Certificate	80.00 ++	125.00 ++	56.25
Seizure and Condemnation - fee plus analysts fee, plus court	500.00	500.00	0.00
Voluntary Surrender (in lieu of seizure and condemnation) £250	250.00	250.00	0.00

Disinfection of aircraft in default of the Commander			
Office hours (0900-1700hrs Monday-Friday. No service at other times.) per hour or part thereof	80.00 ++	100.00 ++	25.00
Plus materials			

PRIMARY AUTHORITY AGREEMENTS

Sum as agreed through partnership - Annual (or similar) by arrangement	Price on application	POA	
Street trading - Food Consent			
7-12 months	3,150.00	3,200.00	1.59
4-6 months	1,620.00	1,650.00	1.85
0-3 months	990.00	1,000.00	1.01
Street trading - Non-food consent			
7-12 months	2,500.00	2,550.00	2.00
4-6 months	1,300.00	1,350.00	3.85
0-3 months	990.00	1,000.00	1.01
Occasional Theme Markets (per stall per day)	34.00	35.00	2.94

ENVIRONMENTAL HEALTH TRAINING & BUSINESS SUPPORT COURSES

Bespoke Course fees and businesssupport charges available on application	Price on Application		
Factual Statements (minimum charge)	193.00 ++	195.00 ++	1.04
PLUS £80.00 per hour (or part thereof) in addition to minimum charge			
PLUS per photo	11.00 ++	12.50 ++	13.64
PLUS per handling charge	26.00 ++	28.00 ++	7.69

PRIVATE WATER SUPPLIES

Risk assessment, sampling and investigation visits. per hour or part thereof	80.00 ++	82.00 ++	2.50
Includes time for travel and equipment preparation up to maximums of:			
* risk assessments - £500 each			
* grant of authorisation - £100 each			
Analysis of samples - full cost to be passed to the customer up to the following maximums:			
*Regulation 10 analysis (£25/sample)			
*Sample taken during check monitoring (£100/sample)			
*Sample taken during audit monitoring (£500/sample)			

: Time for travelling associated work to be levied at the same hourly rate.
Visits carried out partly or entirely outside normal office hours will incur a
surcharge of 50% of the standard hourly rate.

PRIVATE SECTOR SERVICES

Houses in Multiple Occupation-and Selective Licensing

Licence fee			
Base fee —Applicaton processing fee (due when application is submitted)	117.00	120.00	2.56
- plus base fee per bedroom (or self-contained flat) Due when licence is issued	117.00	120.00	2.56
Revocation of license (i.e landlord requests)	No Charge	no charge	
Variation of license	117.00	120.00	2.56

SCALE OF CHARGES WORKING PAPER - PROPOSED CHARGES TO APPLY FROM APRIL 2020
PLACE & INFRASTRUCTURE - PUBLIC PROTECTION

Appendix A3

		2019-20 Charge £	2020-21 Proposed Charge £	% Increase
- plus base fee per bedroom (or self-contained flat)		117.00	120.00	2.56
Fee for production of floor plan by LBC		220.00	225.00	2.27
Discount for Accredited Landlords		117.00	120.00	2.56
Online Applications	No additional charge		No additional charge	
Paper Applications - Additional charge		41.50	42.00	1.20
Fee for copy of HMO register		41.50	42.00	1.20
Renewal fee	As Licence Fee		As Licence fee	
Incomplete applications (if application is still incomplete after 3 months; prosecution will be considered)	117.00 per month		120 per month	
Late renewal (i.e after current licence expires)	Licence fee +£117		Licence fee +120	
Civil Penalties - Housing Health and Safety Rating System (HHRS)	Determine d by the HHRS Scoring Matrix		Determine d by the HHRS Scoring Matrix	
Work - In Default (Administrative Charges)				
Up to £200		56.50	58.00	2.65
Between £200 - £800		126.00	129.00	2.38
Over £800 - Cost of Works	Cost of Works plus 34%		Cost of Works plus 34%	
Service of Notices - Housing Act 2004		350.00	360.00	2.86
Immigration Inspections		125.00	127.50	2.00
ENVIRONMENTAL PROTECTION				
Air Pollution Control and Subsistence Fees				
Levied in accordance with the Statutory Scale as set out in a charging scheme made under the Pollution Prevention and Control Act 2000				
Requests for Information on Potential Land Contamination				
Specific Questions answered, per hour (min charge 1 hour)		80.00 ++	82.00 ++	2.50
Smoke Free Enforcement				
Smoking fixed penalty notice (discounted to £30 if paid within 15 days of issue)	per notice	50.00 *	50.00 *	0.00
Failure to display no smoking signs fixed penalty notice (discounted to £150 if paid within 15 days of issue)	per notice	200.00 *	200.00 *	0.00
Seizure of noise generating equipment				
Charge to cover costs for seizure, removal and storage of noise making equipment	Per seizure	645.00	660.00	2.33
The Unauthorised Deposit of Waste (Fixed Penalties) Regulation 2016				
Fixed penalty notice if paid within 14 days of issue (discounted to £250 if paid within 10 days of issue)	Per notice	400.00	400.00	0.00
Deregulation Act 2015 - Household Waste				
Fixed penalty notice if paid within 28 days of issue (discounted to £60 if paid within 14 days of issue)	Per notice	100.00	100.00	0.00
MISCELLANEOUS ENVIRONMENTAL HEALTH				
Hourly rate for miscellaneous non-statutory, chargeable duties (EHOs/Senior Technical Officers - M graded) #	per hour / part thereof	80.00 ++	82.00 ++	2.50
Hourly rate for miscellaneous non-statutory, chargeable duties (Technical Officers - L graded) #	per hour / part thereof	62.00 ++	64.00 ++	3.23

SCALE OF CHARGES WORKING PAPER - PROPOSED CHARGES TO APPLY FROM APRIL 2020
PLACE & INFRASTRUCTURE - PUBLIC PROTECTION

Appendix A3

2019-20 Charge £	2020-21 Proposed Charge £	% Increase
------------------------	------------------------------------	---------------

: Time for travelling associated work to be levied at the same hourly rate.
Visits carried out partly or entirely outside normal office hours will incur a surcharge of 50% of the standard hourly rate.