

Fees and Charges 2019/20

				2018/19	2018/19	2019/20	2019/20		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
Building Control - R. Walton - M. Leggatt - Cllr Bartlett									
1	General	Building Regulations general enquires	N	£61.30	£150	£66.80	£150	9%	Review of Building Control hourly rates in relation to Building Regulations Fee Earning function indicates that 9% increase is required to achieve full cost recovery.
2	General	Solicitors enquiries & other specialist advice	N	£30.65		£33.40		9%	Review of Building Control hourly rates in relation to Building Regulations Fee Earning function indicates that 9% increase is required to achieve full cost recovery.
3	General	Where customer specifies the relevant application reference and no research is required, the charge for a certified true copy	N	£5.00		£5.25		5%	Review of Building Control hourly rates in relation to Building Regulations Fee Earning function indicates that 5% increase is required to achieve full cost recovery.
4	General	Fees for Building Regulations Fee Earning Work as defined by Building (Local Authority Charges) Regulations 2010. Copy of charges scheme available in Building Control - fees sheets available on internet	N		£315,000		£300,000	0%	uncertainty over macro economic situations likely to depress the construction industry
5	General	Administration/professional charges for dealing with dangerous structures	N	£61	£200	£66.80	£200	9%	Review of Building Control hourly rates in relation to Building Regulations Fee Earning function indicates that 9% increase is required to achieve full cost recovery.

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Garages - R. Walton - M. Leggatt - Cllr Bartlett									
6	Garages	Standard garages to Council tenants per week where the garage location is very closely connected to the house location.	N	£11.55	£190,310	£11.90	£196,020	3.0%	
7	Garages	Standard garages to Non-Council tenants per week	N	£11.55	£237,640	£11.90	£244,770	3.0%	
8	Garages	Garage Plots (per annum)	N	£138.00	£20,150	£142.00	£20,755	2.9%	
9	Garages let at full market rent	The Gateway, Dover	N	£20.00	£2,080	£20.60	£2,140	3.0%	
10	Garages let at full market rent	Dover Town Area (Harold St, Godwyne Close, Pencester)	N	£17.70	£9,200	£18.25	£9,480	3.1%	
Dover Museum - R Walton - J Iveson - Cllr Holloway									
11	General	Adults	N	£0.00	£0	£0.00	£0	0%	Free
12	General	Children	N	£0.00		£0.00		0%	
13	General	OAP	N	£0.00		£0.00		0%	
14	General	Family Day	N	£0.00		£0.00		0%	
15	General	Family Ticket (2 adults, 2 children)	N	£0.00		£0.00		0%	
16	General	Schools	N	£0.00	£18,000	£0.00	£19,000	0%	The increased cost of freelance staff has increased the cost of providing the service.
17	General	Schools Service: 2 hour workshop Per pupil	N	£6.00		£6.50		8%	
18	General	Talks and artefact handling Per pupil	N	£5.00		£5.50		10%	
19	General	Roman/Victorian/Tudor Festivals Per pupil	N	£7.00		£7.50		7%	

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20	General	Curator talks (at Dover Museum) per group	N	£250.00	£500	£250.00	£500	0%	To cover the cost of utilising the cinema as a lecture theatre
21	General	Curator talks (other venues)	N	£100.00		£100.00		0%	Plus expenses - This cost reflects the time spent in preparing and delivering such talks
22	General	Photo repro stills - TV, film Video per image (UK/EC rights)	N	£51.00	£1,200	£53.55	£1,200	5%	rising to reflect other image collections commercial tariffs within the sector
23	General	Photo repro stills - TV, film Video per image (Worldwide Rights)	N	£87.00		£91.35		5%	rising to reflect other image collections commercial tariffs within the sector
24	General	Photo repro stills - books/periodicals - commercial per image	N	£36.00		£37.80		5%	rising to reflect other image collections commercial tariffs within the sector
25	General	Photo repro stills - books/periodicals academic and local history per image	N	£14.50		£15.23		5%	rising to reflect other image collections commercial tariffs within the sector
26	General	Film and video broadcast - network continuing use, one country per second	N	£14.50		£15.23		5%	rising to reflect other image collections commercial tariffs within the sector
27	General	Film and video broadcast - network continuing use, EC region per second	N	£18.00		£19.00		6%	rising to reflect other image collections commercial tariffs within the sector
28	General	Film and video broadcast - network continuing use, world per second	N	£23.00		£23.00		0%	
29	General	Film and video broadcast - commercials etc. (world) per second	N	£46.00		£48.30		5%	rising to reflect other image collections commercial tariffs within the sector
30	General	Cost of Preparing and sending images Print per order	N	£10.50	£300	£10.50	£300	0%	
31	General	Cost of Preparing and sending Film and video per order	N	£26.50		£26.50		0%	
32	General	Cost of preparing and sending stills per order	N	£26.50		£26.50		0%	

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33	General	Cost of preparing and sending digital images per order	N	£6.50		£6.50		0%	
34	General	Cost of preparing and sending digital images on CD per order	N	£13.00		£13.00		0%	
35	General	Film and video non-broadcast Educational continuing use world (Rights)	N	£4.50	£150	£4.50	£200	0%	
36	General	Film and video non-broadcast corporate non theatrical continuing use world (Rights)	N	£7.50		£7.50		0%	
37	General	Digital Commercial High Res email (Rights)	N	£9.00		£9.45		5%	rising to reflect other image collections commercial tariffs within the sector
38	General	Digital Commercial Rescan email (Rights)	N	£11.50		£12.07		5%	rising to reflect other image collections commercial tariffs within the sector
39	General	Digital Commercial Internet single use email (Rights)	N	£115.00		£120.75		5%	rising to reflect other image collections commercial tariffs within the sector
40	General	Digital Commercial Exhibition (Rights)	N	£29.00		£30.45		5%	rising to reflect other image collections commercial tariffs within the sector
41	General	Digital Commercial Publication (Rights)	N	£35.50		£37.28		5%	rising to reflect other image collections commercial tariffs within the sector
42	General	Digital Commercial Newspaper National (Rights)	N	£50.50		£53.03		5%	rising to reflect other image collections commercial tariffs within the sector

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Environmental Health - M.Davis - D. Croucher - Cllr Kenton									
43	Port Health/Food safety	Unsound Food Examination: Not exceeding 1 metric tonne	N	£115	£309	£121	£121	5%	Title changed from Certificate to Examination (as a certificate is not issued). The fees have been set taking into account officer time. Plus disposal charge
44	Port Health/Food safety	Unsound Food Examination: Exceeding 1 metric tonne	N	£220	£418	£227	£227	3%	Title changed from Certificate to examination (as a certificate is not issued). The fees have been set taking into account officer time.Plus disposal charge
44	Port Health	Ship Sanitation Certificate	Y		£10,000		£11,000	N/A	Fees between £95 and £650 varies depending on tonnage and passenger capacity.Ship inspection charges are set by APHA and released January for the period 2019/2020.
45	Port Health	Ship Sanitation: Referral Inspection	N	N/A	N/A	£106	£106	N/A	A fee has been added for inspections required as a result of a notification from another Port Health Authority (this is inline with charges made by PHA's nationally). The fees have been set taking into account officer time.
46	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011	N	£15	£0	£53	£53	-19%	Documentary checks A and B have been merged in line with other Port Health Authority activities. Legislation enables the PHA to recover costs but does not set a fee. Fees have been determined on a cost recovery basis and taking into account fees set across PHA.
47	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011	N	£50	£0				

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48	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011	N	£100	£0	£121	£121	21%	Sampling Check plus Courier, plus Analyst Fees 4 hrs (including travel) has been allocated to conduct a physical, identity check and conduct sampling at £30.24 = £120.96.
49	Port Health	DPI Imported Food Examinations. Commission Implementing Regulation (EC) No 884/2014. (Previously (EC) No 1152/2009)	N	£15	£5,000	£53	£3,500	-19%	Documentary checks A and B have been merged in line with other Port Health Authority activities. Legislation enables the PHA to recover costs but does not set a fee. Fees have been determined on a cost recovery basis and taking into account fees set across PHA. A total of 1.45 hours at £30.24 have been allocated to check the paperwork= £52.92 .
50	Port Health	DPI Imported Food Examinations. Commission Implementing Regulation (EC) No 884/2014. (Previously (EC) No 1152/2009)	N	£50					
51	Port Health	DPI Imported Food Examinations. Commission Implementing Regulation (EC) No 884/2014. (Previously (EC) No 1152/2009)	N	£100		£121		21%	
52	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£40		£45		13%	
53	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£60		£60		1%	
54	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£70		£76		8%	

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55	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£80	£500	£83	£600	4%	The fees have been set after consideration of officer hours and inline with fees set across PHA. Legislation enables the PHA to recover costs but does not set a fee.
56	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£20		£20		0%	
57	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£35		£35		0%	
58	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£45		£45		0%	
59	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£55		£55		0%	
60	Port Health	Organic Products (import from Third Countries Regulations 2003)	Y	£45	£11,500	£45	£20,250	0%	Increase in expected income based on current year actual.
	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008 - Formal Verification/Movement Control Notice	N			£61.00	£61	N/A	In line with a review of PHA charges an additional charge for Verification/Movement Control Notice has been added. The fee has been set after consideration of officer hours and inline with fees set across PHA. Legislation enables the PHA to recover costs but does not set a fee. Fees have been determined on a cost recovery basis .

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	Port Health	Imported food control - Article 27 (1) and 54 (5) of Regulation 882/2004 - Non-compliance Fee	N			£121.00	£242	N/A	In line with a review of PHA charges an additional charge for Non-Compliance has been added. The fee has been set after consideration of officer hours and inline with fees set across PHA. Legislation enables the PHA to recover costs but does not set a fee.
	Port Health	Imported food control -Article 27 (1) and 54 (5) of Regulation 882/2004 - Late notification Fee	N			£45	£180	N/A	In line with a review of PHA charges an additional charge for Late Notification has been added. The fee has been set after consideration of officer hours and inline with fees set across PHA. Legislation enables the PHA to recover costs but does not set a fee. Fees have been determined on a cost recovery basis and taking into account fees set across PHA.
	Port Health	Article 27 (1) and 54 (5) of Regulation 882/2004 - Supervising Destruction/Re-export Fee	N			£106	£212	N/A	Supervising Destruction/Re-export Fee. In line with a review of PHA charges an additional charge for Supervising Disposal has been added. The fee has been set after consideration of officer hours and inline with fees set across PHA. Legislation enables the PHA to recover costs but does not set a fee.
	Port Health	Water Samples on board Vessels	N			£120.96 first sample, £30.24 per additional sample.	£0	N/A	In line with a review of PHA charges, an additional charge has been added for vessel water sampling. The charge covers samples taken for Micro, chemical and Legionella. Legislation enables the PHA to recover costs but does not set a fee. Fees have been determined on a cost recovery basis and taking into account fees set across PHA's.

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	Food Safety	NFHRS Re-vist	N			£121	£242	N/A	A fee has been added for NFHRS Revisit inspections, this is inline with other LA's.
61	Port Health	Export Certificates	N	£65 minimum for first 2 hours and then additional £30 per hour or part thereof.	£0	£65 minimum for first 2 hours and then additional £30 per hour or part thereof.	£0	0%	
62	Dog Control	Removal of stray dogs to kennels or direct to owner	Y	£25	£2,300	£25	£2,050	0%	Decrease based on total from last full year.
63	Dog Control	Out of hours Dog Collection	N	£50		£50		0%	
64	Dog Control	Kennelling/admin/transportation fee per calendar day (up to a maximum of seven days)	N	£15.00		£15.00		0%	
65	Private Water Supplies	Risk Assessment	Y	£500	£0	£500	£0	0%	

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66	Private Water Supplies	Sampling	Y	£100	£0	£100	£0	0%	
67	Private Water Supplies	Investigation	Y	£100	£0	£100	£0	0%	
68	Private Water Supplies	Granting an Authorisation	Y	£100	£0	£100	£0	0%	
69	Private Water Supplies	Analysing a Sample under Reg 10	Y	£25	£0	£25	£0	0%	
70	Private Water Supplies	Analysing a sample (Check Monitoring)	Y	£100	£0	£100	£0	0%	
71	Private Water Supplies	Analysing a Sample (Audit monitoring)	Y	£500	£0	£500	£0	0%	
72	Contaminated Land Enquiry	Up to 250m distance	N	£32	£200	£32	£160	0%	Decrease based on last full year actual.
73	Contaminated Land Enquiry	Up to 500m distance	N						
74	Environmental Protection Act 1990 - Air Pollution	Initial Application Fee (Standard)	Y		£0		£0	N/A	

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75	Environmental Protection Act 1990 - Air Pollution	Substantial Changes Fee (Standard) including partial transfer and surrender fees for LA-IPPC	Y		£0		£0	N/A	Charges advised by DEFRA
76	Environmental Protection Act 1990 - Air Pollution	Substantial Changes Fee (Sections 10 and 11)	Y		£0		£0	N/A	
77	Environmental Protection Act 1990 - Air Pollution	Annual Subsistence Charge (Standard)	Y		£10,000		£10,000	N/A	
78	Public Health funerals	Officers admin fees in arranging funeral.	N	Maximum of £300	£500	Maximum of £300	£900	0%	Hourly rate x officer time. Maximum fee £300. Increase in expected income based on current year actual.
Recycling & Waste Collections - R. Walton - R. Wragg - Cllr Kenton									
83	Domestic Recycling & Refuse Collection	Supply & Delivery of 140 litre bin	N	£35.69	£357	£35.69	£3,569	0%	
84	Domestic Recycling & Refuse Collection	Supply & Delivery of 180 litre bin	N	£48.30	£14,489	£48.30	£12,074	0%	
85	Domestic Recycling & Refuse Collection	Supply & Delivery of 240 litre bin	N	£47.58	£15,702	£47.58	£14,751	0%	
86	Domestic Recycling & Refuse Collection	Supply & Delivery of 360 litre bin	N	£75.02	£750	£75.02	£750	0%	
87	Domestic Recycling & Refuse Collection	Supply & Delivery of 660 litre bin	N	£251.93	£2,519	£251.93	£2,519	0%	

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88	Domestic Recycling & Refuse Collection	Supply & Delivery of 1100 litre bin	N	£280.86	£2,809	£280.86	£2,809	0%	
89	Domestic Recycling & Refuse Collection	Supply & Delivery of 55l Black Box or Blue Box	N	£8.52	£6,388	£8.52	£6,217	0%	
90	Domestic Recycling & Refuse Collection	Supply & Delivery of 23l Kerbside Caddy for food collections	N	£8.52	£2,555	£8.52	£2,129	0%	
91	Domestic Recycling & Refuse Collection	Supply & Delivery of 7l Kitchen Caddy for food collections	N	£4.90	£1,469	£4.90	£1,224	0%	
92	Domestic Recycling & Refuse Collection	Supply & Delivery of Container 'Launch Pack' (2 WB, 2 Food + Box)	N	£77.47	£38,735	£77.47	£19,367	0%	
93	Domestic Recycling & Refuse Collection	Green Waste Collections; Annual Subscription for up to 6 sacks	N	£45.00	£247,500	£46.00	£299,000	2%	
94	Domestic Recycling & Refuse Collection	Green Waste Collections; Supply & Delivery of 60l Reusable Garden Waste Sack	N	£4.00	£8,000	£4.00	£12,000	0%	
95	Domestic Refuse	Bulk Domestic Waste - Collection (charge for 5 items)	Y	£30.55	£42,769	£30.55	£49,245	0%	
96	Domestic Refuse	Bulk Domestic Waste, Abortive Visit	Y	£30.55	£153	£30.55	£61	0%	

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97	Domestic Refuse	Bulk Domestic Waste, Additional Items	Y	£5.10	£26	£5.10	£26	0%	
Leisure Facilities - R. Walton - R.Wragg - Cllr Bartlett									
98	Sports - Parks and Recreation Grounds	Bowls: Season Ticket - Adult	N	£68.00	£1,515	£70.00	£1,560	3%	
99	Sports - Parks and Recreation Grounds	Bowls: Season Ticket - OAP	N	£68.00		£70.00		3%	
100	Sports - Parks and Recreation Grounds	Bowls: Season Ticket - Junior	N	£34.00		£35.00		3%	
101	Sports - Parks and Recreation Grounds	Visitors green fees per game 21 ends (per game per person) per game (per set – 4 woods and 1 Jack)	N	£3.40		£3.50		3%	
102	Sports - Parks and Recreation Grounds	Football: Pitch Hire - Adult	N	£54.00	£5,000	£55.00	£5,150	2%	
103	Sports - Parks and Recreation Grounds	Football: Pitch Hire - Juniors	N	£22.00		£22.50		2%	
104	Sports - Parks and Recreation Grounds	Netball	N	£26.50		£27.00		2%	
105	Sports - Parks and Recreation Grounds	Tennis - Adult (per court per hour)	N	£5.00		£5.10		2%	

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106	Sports - Parks and Recreation Grounds	Tennis - Junior (per court per hour)	N	£1.70		£1.75		3%	
107	Sports - Parks and Recreation Grounds	Tennis - OAP (per court per hour)	N	£1.70		£1.75		3%	
108	Parks	Small Commercial/standard Event - Operating Day	N	£173.00		£176.50		2%	
109	Parks	Small Commercial Event - Non-Operating Day	N	£40		£41.00		3%	
110	Parks	Small Commercial Event - Deposit	N	£1,020.00		£1,040.00		2%	
111	Parks	Large Commercial Event - Operating Day	N	£565.00		£575.00		2%	
112	Parks	Large Commercial Event - Non-Operating Day	N	£90.00		£92.00		2%	
113	Parks	Large Commercial Event - Deposit	N	£1,020.00		£1,040.00		2%	
114	Parks	Mobile Exhibition - Per Day	N	£80.50		£82.00		2%	

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115	Parks	Mobile Exhibition - Deposit	N	£205.00		£210.00		2%	
116	Parks	Community Event or Event run by a registered charity - per day	N	£46.00		£47.00		2%	
117	Parks	Community Event or Event run by a registered charity - per deposit	N	£205.00		£210.00		2%	
118	Parks	Use of parks for commercially run fitness and similar activities - fee per session	N	£25.50		£25.50		0%	
119	Parks	Commemorative Trees	N	£405.00	(Included in £159,000 below)	£415.00	(Included in £163,770 below)	2%	
120	Parks	Memorial Benches administration fee	N	£199.00		£204.00		3%	
121	Parks	Commemorative Plaques	N	£205.00		£210.00		2%	
Cemetery - R. Walton - R.Wragg - Cllr Bartlett									
122	General	Maintenance	N	£55.00		£56.00		2%	
123	General	Maintenance and Planting	N	£112.50		£115.00		2%	

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124	General	Purchase of Grave Space - Adult (This fee will be doubled for non residents)	N	£689.00		£705.00		2%	
125	General	Purchase of Grave Space - Child under 12 years	N	£0.00		£0.00		0%	
126	General	Purchase of Cremation Grave/Ashes Plot (This fee will be doubled for non residents)	N	£195.00		£200.00		3%	
127	General	Use of Chapel	N	£158.00		£162.00		3%	
128	General	Garden of Remembrance - right to erect a tablet	N	£93.00		£95.00		2%	
129	General	Interment of Ashes (excluding caskets or urns)	N	£195.00		£200.00		3%	
130	General	Search in Burial Register (to be charged when time involved exceeds 1 hr)	N	£58.50		£60.00		3%	
131	General	Right to erect a memorial not exceeding 1.06 metres in height, 0.76 metres in width and 0.45 metres in depth	N	£180.00		£184.00		2%	
132	General	Vase not exceeding 0.30 metres in height or tablet not exceeding 0.25 metres (including a tablet for a stillborn child) with only the name or initials, date of death and age of person inscribed	N	£82.50		£84.50		2%	

Fees and Charges 2019/20

				2018/19	2018/19	2019/20	2019/20		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
133	General	Right to place on any flagstone, headstone, kerbstone, border stone, inscribed vase, tablet or monument, each further inscription	N	£74.50	£159,000	£76.00	£163,770	2%	
134	General	Replacement of a headstone with a new headstone	N	£41.00		£42.00		2%	
135	General	Right to place kerb - depending upon location within cemetery		£392.00		£401.50		2%	
136	General	Interment of cremated remains in any grave	N	£195.00		£200.00		3%	
137	General	Interment of a stillborn child or child under 6 months	N	£58.00		£60.00		3%	
138	General	Interment of a child exceeding 6 months but under 12 years	N	£255.00		£260.00		2%	
139	General	Interment of an adult or child exceeding 12 years: single depth - new grave	N	£850.00		£870.00		2%	
140	General	Interment of an adult or child exceeding 12 years: single depth - reopen	N	£665.00		£670.00		1%	
141	General	Interment of an adult or child exceeding 12 years: double depth - new grave	N	£980.00		£1,004.00		2%	

Fees and Charges 2019/20

				2018/19	2018/19	2019/20	2019/20		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
142	General	Interment of an adult or child exceeding 12 years: double depth - reopen	N	£825.00		£845.00		2%	
143	General	Interment of an adult or child exceeding 12 years: triple depth	N	£1,200.00		£1,230.00		3%	
144	General	One Off Contribution For Maintenance For Coffin Burials	N	£225.00		£230.00		2%	
145	General	One Off Contribution For Maintenance For Cremated Remains	N	£87.00		£89.00		2%	
146	The above charges apply where the person to be interred is, or immediately before death was a resident in the Dover District Council area, or in the case of a stillborn child, where the parents (or one of them) are residents of the District.								
	Deal Pier - R. Walton - M. Leggatt - Cllr Bartlett								
147	Deal Pier Fishing	Early (08:00 to 16:00 hrs April-November, 08:00 to 13:00 hrs December-March) - adult	N	£6.20		£6.20		0%	
148	Deal Pier Fishing	08:00 to 13:00 hrs December-March) - concessions (unemployed, senior citizens, disabled and students (including under 16's))	N	£3.10		£3.10		0%	
149	Deal Pier Fishing	(08:00 to 16:00 hrs April-November, 08:00 to 18:00 hrs December-March) - hand lines	N	£0.00				0%	
150	Deal Pier Fishing	Evening (17:00 to 22:00 hrs April-November, 13:00-18:00 hrs December to March) - adult	N	£4.70		£4.70		0%	

Fees and Charges 2019/20

				2018/19	2018/19	2019/20	2019/20		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
151	Deal Pier Fishing	Evening (17:00 to 22:00 hrs April-November, 13:00 to 18:00 hrs December-March) - concessions (unemployed, senior citizens, disabled and students (including under 16's))	N	£2.40	£40,000	£2.40	£25,000	0%	disruption on pier and closure of lower deck has led to major reduction in fishing income, fees not increased to encourage greater uptake
152	Deal Pier Fishing	Night Time (22:00 to 06:00 hrs) - adult	N	£8.70		£8.70		0%	
153	Deal Pier Fishing	Night Time (22:00 to 06:00 hrs) - concessions (unemployed, senior citizens, disabled and students (including under 16's))	N	£5.10		£5.10		0%	
154	Deal Pier Fishing	Combined 'Day and Night' Ticket - adult	N	£11.20		£11.20		0%	
155	Deal Pier Fishing	Combined 'Day and Night' Ticket - concessions (unemployed, senior citizens, disabled and students (including under 16's))	N	£7.20		£7.20		0%	
156	Hire of Pier	Per night booking	N	£200.00		£200.00		0%	
Foreshore - R. Walton - M. Leggatt - Cllr Bartlett									
157	Beach Plot Charges	Walmer Plot	N	£327.00	£15,696	£335.00	£16,010	2%	honouring previous agreement hence less than inflation increase.Fee was held for 17/18 then 2% annual increase until 21/22 and 5 year licences granted to reduce admin.
158	beach Plot charges	Deal/Walmer commercial plot	N	£154.00		£158.00		3%	

Fees and Charges 2019/20

				2018/19	2018/19	2019/20	2019/20		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
159	Beach Plot Charges	St Margaret's Plot	N	£245.00		£252.00		3%	increased in line with average inflation
160	Beach Plot Charges	Kingsdown Plot	N	£194.00		£200.00		3%	increased in line with average inflation
161	Beach Huts	St Margaret's Bay - Annual	N	£1,600.00	£32,000			-100%	DDC will be looking to rent out the beach huts on a five year basis – the same arrangement as at Walmer –thus reducing the management and bureaucracy. This will be decided at a later date, therefore no charge has been included for this year.
162	Beach Huts	The Endeavour Centre - Daily	N	£35.00	£35	£35.00	£35	0%	
163	Sandwich Quay	Long stay moorings per m per day (minimum 3 months) - Residents	N	£3.30	£4,000	£3.40	£4,500	3%	quay becoming more popular hence increase expected.
164	Sandwich Quay	Long stay moorings per m per day (minimum 3 months) - Non-Residents	N	£5.20		£5.35		3%	
165	Sandwich Quay	Short Stay Moorings per day (maximum 28 days)	N	£10.20		£10.50		3%	
166	Beach Huts	Beach Hut Plots Kingsdown	N	£495.00	£9,900	£525.00	£10,500	6%	increase above inflation as a measure of bringing this discretionary spend item up towards market levels gently.

Fees and Charges 2019/20

				2018/19	2018/19	2019/20	2019/20		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
167	Filming on DDC land	Fee - per day	N	£700.00	£3,750	£750.00	£4,050	7%	increase above inflation to take advantage of the current interest in filming within the district
168	Filming on DDC land	Fee - per hour	N	£120.00		£130.00		8%	
169	Statutory Street Naming and Numbering	Registering a New Property Address	N	£138.00	£18,000	£142.00	£30,000	3%	increased in line with average inflation
170	Statutory Street Naming and Numbering	New Street or Building Comprising 2-10 units	N	£285.00		£294.00		3%	increased in line with average inflation
171	Statutory Street Naming and Numbering	New Street or Building Comprising 11-20 units	N	£450.00		£465.00		3%	increased in line with average inflation
172	Statutory Street Naming and Numbering	New Street or Building Comprising 21 + units	N	£450.00		£465.00		3%	For developments in excess of 20 units fee will be £465 plus £10.80 fee for each unit in excess of 20 units . No maximum fee.increased in line with average inflation projected income based on 18/19 to period 6
173	Statutory Street Naming and Numbering	Changing Street Name	N	£595		£610		3%	increased in line with average inflation
174	Non Statutory Street Naming and Numbering	Administration Fee for undertaking Non Statutory Function Street Naming and Numbering	N	£57.00		£59.00		4%	

Fees and Charges 2019/20

			2018/19	2018/19	2018/19	2018/19	2019/20	2019/20	2019/20	2019/20	2019/20
	Detail	Narrative	Proposed Amount of penalty if paid within 15 days	Proposed Full amount of penalty - 14 days	Maximum penalty on conviction	Total Expected Income	Proposed Amount of penalty if paid within 15 days	Proposed Full amount of penalty - 14 days	Units / comments	Maximum penalty on conviction	Total Expected Income
Environmental Health - M.Davis - D Croucher - Cllr Kenton											
175	S48 Anti-Social Behaviour, Crime & Policing Act 2014	Failure to comply with a Community Protection Notice	Not applicable. Dover District Council set the level of fines at the standard default level for each offence without an early payment option through its FPN Policy.	£100	£2500 in the case of an individual, unlimited in the case of a body		Not applicable. Dover District Council set the level of fines at the standard default level for each offence without an early payment option through its FPN Policy.	£100	Standard default levels as laid down in legislation (in accordance with DDC FPN Operational Policy)	£2500 in the case of an individual, unlimited in the case of a body	
176	S33 Environmental Protection Act 1990	Fixed penalty notice for fly-tipping		£400	Unlimited fine & or 5 years imprisonment.			£400		Unlimited fine & or 5 years imprisonment.	
177	S34 Environmental Protection Act 90	Failure to produce waste documents		£300	Unlimited on indictment, £5000 on summary			£300		Unlimited on indictment, £5000 on summary	
178	S5 Control of Pollution (amendment) Act 1989	Failure to produce authority to transport waste		£300	£5,000			£300		£5,000	
179	s47 Environmental Protection Act '90	Failure to comply with a waste receptacles notice (commercial)		£100	£1,000			£100		£1,000	
180	s46 Environmental Protection Act 1990	Failure to comply with a waste receptacles notice (domestic)		£60	Recoverable as a civil debt			£60	Paid within 28 days	Recoverable as a civil debt	
181	S7 Health Act 2006	Smoking in a smoke free premises or vehicle	£30	£50	£200		£30	£50	Paid within 29 days	£200	
182	S7 Health Act 2006	Smoking in a vehicle with a person under the age of 18 present.	£30	£50	£200		£30	£50	Paid within 29 days	£200	
183	S6 Health Act 2006	Failure to display no smoking signs in smoke free premises or vehicles	£150	£200	£1,000		£150	£200	Paid within 29 days	£1,000	

Fees and Charges 2019/20

			2018/19	2018/19	2018/19	2018/19	2019/20	2019/20	2019/20	2019/20	2019/20
	Detail	Narrative	Proposed Amount of penalty if paid within 15 days	Proposed Full amount of penalty - 14 days	Maximum penalty on conviction	Total Expected Income	Proposed Amount of penalty if paid within 15 days	Proposed Full amount of penalty - 14 days	Units / comments	Maximum penalty on conviction	Total Expected Income
184	S4 Noise Act 1996	Noise from dwellings exceeding the permitted level (defined in the Act)	Not applicable. Dover District Council set the level of fines at the standard default level for each offence without an early payment option through its FPN Policy	£100	£1,000	£9,500	Not applicable. Dover District Council set the level of fines at the standard default level for each offence without an early payment option through its FPN Policy	£100	Standard default levels as laid down in legislation (in accordance with DDC FPN Operational Policy)	£1,000	£7,625
185	S4A Noise Act 1996	Noise from licensed premises exceeding the permitted level (defined in the Act)		£500	£5,000			£500		£5,000	
186	S6 Clean Neighbourhoods & Env Act 2005	Nuisance Parking (exposing vehicles for sale on a road or repairing vehicles on a road)		£100	£2,500			£100		£2,500	
187	S.88(1) Environmental Protection Act 1990	Litter		£75	£2,500			£75		£2,500	
188	Sch. 3A para 7. EPA '90	Unauthorised distribution of literature on designated land		£75	£2,500			£75		£2,500	
189	S.43 Anti-Social Behaviour Act 2003	Graffiti and fly posting		£75	£2,500			£75		£2,500	
190	The Littering from vehicles outside London (keepers: civil penalties) Regs 2018. S 87 & 88 EPA '90	Littering from a vehicle		N/A	N/A			£75		FPN amount doubles to £150 after 28 day payment period & becomes recoverable as a civil debt with any additional recovery fees.	
191	S34 Environmental Protection Act 90	Failure to Fulfil Householders Duty of Care		N/A	N/A			£200		Unlimited on indictment, £5000 on summary	
192	S.2A Refuse Disposal (Amenity) Act 1978	Abandoning a vehicle		£200	£2,500			£200		£2,500	
193	S.73 CNEA '05	Failure to nominate key holder (within an alarm notification area) or to notify the LA in writing of nominated key holder's details		£75	£1,000			£75		£1,000	

Fees and Charges 2019/20

			2018/19	2018/19	2018/19	2018/19	2019/20	2019/20	2019/20	2019/20	2019/20
	Detail	Narrative	Proposed Amount of penalty if paid within 15 days	Proposed Full amount of penalty - 14 days	Maximum penalty on conviction	Total Expected Income	Proposed Amount of penalty if paid within 15 days	Proposed Full amount of penalty - 14 days	Units / comments	Maximum penalty on conviction	Total Expected Income
194	S.3 Dogs (Fouling of Land) Act 1996	Failure to remove dog faeces forthwith	Legislation still in force but fouling now dealt with under Public Spaces Protection Orders. May be reintroduced if PSPOs rescinded or not renewed.								
195	The Public Space Protection Order (Dover District Council) 2018	Failure to comply with Public Space Protection Order	Not applicable. Dover District Council set the level of fines at the standard default level for each offence without an early payment option through its FPN Policy. The level of FPN was approved by Cabinet and Scrutiny in June 2015.	£75	£1,000		Not applicable. Dover District Council set the level of fines at the standard default level for each offence without an early payment option through its FPN Policy. The level of FPN was approved by Cabinet and Scrutiny in June 2015.	£75	Not applicable. Dover District Council set the level of fines at the standard default level for each offence without an early payment option through its FPN Policy. The level of FPN was approved by Cabinet and Scrutiny in June 2015.	£1,000	

Fees and Charges 2019/20

				2018/19	2018/19	2019/20	2019/20		
	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
Legal - M. Davis - L May - Cllr Conolly									
196	General	Engrossments (Right to Buy – freehold/Leasehold Transactions)	N	£120	£4,200	£120	£4,200	0%	This should include both freehold and leasehold transactions
197	General	All charges for legal professional work being met by third parties	N	£205	£4,100	£205	£18,000	0%	Calculation of income too low, amount of work (particularlly s.106 agreements) has increased over the last year.charged per hour
Miscellaneous - N. Aziz - M. Farrow - Cllr Conolly									
198	Access to Information and Data Protection Acts	Inspection of list of background papers	Y	£0.00	£0.00	£0.00	£0.00	0%	Freedom of Information free up to 18 hour limit
199	Access to Information and Data Protection Acts	Inspection of each set of documents	Y	£2.50	£0.00	£0.00	£0.00	-100%	Under Freedom of Information there is no charge up to an 18 hour time limit. Above this would be charged at an hourly rate rather than for a set of documents
200	Access to Information and Data Protection Acts	Inspection of personal data	Y	£0.00	£0.00	£0.00	£0.00	0%	Change in legislation from May 2018 - no longer able to make a charge for this information.
201	Access to Information and Data Protection Acts	Environmental Information Request	Y	£32.00	£100.00	£32.00	£100.00	0%	Hourly charge of employee

Fees and Charges 2019/20

				2018/19	2018/19	2019/20 Effective from 01/02/2019	2019/20		NB Please be aware Land Charges effective from 01/02/2019
	Detail	Narrative	Set by Government? Y/N	Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income
Local Land Charges - R.Walton - Mike Ebbs - Cllr Back									
202	General	Requisition for Search (LLC1)	N	£27.50		£33.25		21%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
203	General	Optional Printed Enquiry (in Part 2 of Con 29O)	N	£14.40		£14.40		0%	
204	General	Any Additional Enquiry submitted	N	£18.00		N/A		N/A	
205	General	Search in respect of any extra parcel of land (LLC1)	N	£2.86		£3.00		5%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
206	General	Search in respect of any extra parcel of land (CON29)	N	£12.17		£10.00		-18%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
207	General	Existing Conveyancing Form (CON29)	N	£118.20		£112.50		-5%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
208	General	Proposed New Conveyancing Form (CON29)	N	N/A		N/A		N/A	
209	General	CON29 Q1.1(a,b,c,d,e,f,g,h,i)	N	£4.20		£13.20		214%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
210	General	CON29 Q1.1(j,k,l)	N	£7.20		£9.60		33%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
211	General	CON29 Q1.2	N	£2.40		£8.40		250%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
212	General	CON29 Q2.1(a,b,c,d)	N	£4.20		£9.90		136%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.

Fees and Charges 2019/20

				2018/19	2018/19	2019/20 Effective from 01/02/2019	2019/20		NB Please be aware Land Charges effective from 01/02/2019
	Detail	Narrative	Set by Government? Y/N	Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income
213	General	CON29 Q2.2. 2.3, 2.4, 2.5 (Refer to KCC)	N	£7.20	£196,000 in total for Local Land Charges (LLC1 & CON29)	£14.70	£180,000 in total for Local Land Charges (LLC1 & CON29)	104%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
214	General	CON29 Q3.1	N	£2.40		£3.00		25%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
215	General	CON29 Q3.2	N	£2.40		£2.40		0%	
216	General	CON29 Q3.3(a,b,c)	N	£4.20		£3.00		-29%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
217	General	CON29 Q3.4 (a,b,c,d,e,f)	N	£6.00		£6.00		0%	
218	General	CON29 Q3.5 (a,b)	N	£4.80		£3.00		-38%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
219	General	CON29 Q3.6 (a,b,c,d,e,f,g,h,i,j,k,l)	N	£3.60		£6.60		83%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
220	General	CON29 Q3.7	N	£21.60		£2.40		-89%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
221	General	CON29 Q3.8	N	£4.80		£4.80		0%	
222	General	CON29 Q3.9 (a,b,c,d,e,f,g,h,i,j,k,l,m,n)	N	£3.00		£4.20		40%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
223	General	CON29 Q3.10	N	N/A		£3.90		100%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
224	General	CON29 Q3.11(a,b)	N	£4.80		£4.20		-13%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
225	General	CON29 Q3.12	N	£2.40		£3.00		25%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.

Fees and Charges 2019/20

				2018/19	2018/19	2019/20 Effective from 01/02/2019	2019/20		NB Please be aware Land Charges effective from 01/02/2019
	Detail	Narrative	Set by Government? Y/N	Charges inc VAT	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income
226	General	CON29 Q3.13(a,b,c)	N	£6.00		£4.80		-20%	A full review has been carried out on Land Charges. The fees reflect the time spent on answering each individual question.
227	General	CON29 Q3.14	N	£3.60		£3.60		0%	
228	General	CON29 Q3.15	N	£1.80		£1.80		0%	
229	General	CON29 Administration Fee plus Question fees	N	£21.60		N/A		N/A	
230	General	Personal Search Land Charges Register	Y	£0.00		£0.00		0%	
Electoral Services - N. Aziz - L. Cooke - Cllr Conolly									
231	Representation of the People Acts and the Electoral Administration Act	Purchase of Register of Electors and copies of Election documents	Y	£0.00	£510	Various	£1,500		Price dependent upon electorate & format requested.Sale of register to CRA's every Dec usually at least £1500 in total

Fees and Charges 2019/20

				2018/19	2018/19	2019/20	2019/20		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT (where applicable)	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
Housing - M. Davis - H. Lamb - Cllr Beresford									
232	Guest Room Rental	Rental of Guest Room in Sheltered Housing Blocks	N	£19.20	£1,400	£19.50	£1,250	1.6%	£19.50 for the first night then £12.25 for any subsequent nights. Inflationary increase
233	Rent of Common Rooms	Rental of Common Rooms in Sheltered Housing Blocks	N	£11.00	£1,500	£11.20	£300	1.8%	£11.20 per hour. Inflationary increase
234	Laundry Facilities	Use of Laundry Facilities within the Sheltered Housing Blocks	N	£1.00	£600	£1.00	£600	0.0%	Nominal charge
235	Keys	Assa Keys for Communal Buildings	N	£21.60	£900	£21.60	£900	0.0%	Cost price of keys
236	Supporting People Charges	Accommodation based service - sheltered	N	£8.64	£119,510	£8.64	£119,510	0.0%	
237	Supporting People Charges	Alarm Service	N	£0.33	£11,154	£0.33	£7,379	0.0%	Reduction in number of clients using service, from 650 to 430 clients
	Supporting People Charges	Alarm Service using GSM units	N	£4.86	£3,791	£4.87	£3,799	0.2%	
238	Leaseholders	Solicitors enquiries from potential leaseholders	N	£114.00	£3,185	£116.40	£2,910	2.1%	Inflationary increase
239	Notice of Transfer	Change of Leaseholder details	N	£80.00	£2,280	£81.60	£2,448	2.0%	Inflationary increase
240	Leaseholders	Extension of Lease - initial work on lease valuation extension and legal costs. Does not include costs of actual lease extension	N	£656	£656	£656	£656	0.0%	
241	Leaseholders	Management Fee	N	£170	£70,835	£185	£85,100	8.8%	Agreed increase from Decision Notice 30/1/17
242	Retrospective Consent	Retrospective consent from Housing to make alterations at Council Properties	N	£50	£450	£50	£250	0.0%	
Private Sector Housing - M. Davis - D. Croucher - Cllr Back									
241	HMO Licensing	Fee for Initial application for HMO licence for up to 8 habitable rooms.	N	£710	£1,600	£720	£1,500	1.4%	£720 for up to 8 habitable rooms . £100 reduction for accredited landlords. small inflationary increase

Fees and Charges 2019/20

				2018/19	2018/19	2019/20	2019/20		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT (where applicable)	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
	HMO Licensing	Additional fee for initial HMO licence for any additional habitable rooms above 8.	N	£50 per room		£50 a room	£300	0%	£50 for each habitable rooms above 8.
242	HMO Licensing Renewal	Application fee for HMO licence renewal for up to 8 habitable rooms.	N	£500	£1,800	£510	£1,500	2.0%	£510 for up to 8 habitable rooms . £100 reduction for accredited landlords.small inflationary increase
	HMO Licensing Renewal	HMO licence renewal fee for any additional habitable rooms above 8.	N	£30 per room		£30 a room	£300	0%	£30 for each habitable rooms above 8.
243	Housing Act Notices	Improvement and Prohibition notice	N	£390	£0	£400	£0	2.6%	£400 charge for simple notice; . Plus legal and specialist report costs. Charge cancelled if notice complied with in time allowed in notice. Specialist report costs are not cancelled.small inflationary increase
	Housing Act Notices	Improvement and Prohibition notice	N	£540	£540	£540	£540	0.0%	£540 charge for standard notice; . Plus legal and specialist report costs. Charge cancelled if notice complied with in time allowed in notice. Specialist report costs are not cancelled.
	Housing Act Notices	Improvement and Prohibition notice	N	£660	£660	£660	£660	0.0%	£660 charge for complex notice; Plus legal and specialist report costs. Charge cancelled if notice complied with in time allowed in notice. Specialist report costs are not cancelled.
244	Housing Act Notices	Suspended Improvement and Prohibition notice	N	£390	£0	£400	£0	2.6%	Same charge for notices above. Charge can be cancelled at PSHM discretion. £50 for annual review. small inflationary increase
245	Housing Act Notices	Emergency Remedial Action	N	£600	£660	£660	£660	10.0%	£660 for each notice. Plus legal and specialist report costs and costs for remedail work. Increase to mirror cost of complex improvement notice

Fees and Charges 2019/20

				2018/19	2018/19	2019/20	2019/20		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT (where applicable)	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
246	Housing Act Notices	Demolition Order	N	£620	£0	£660	£0	6.5%	£660 for each notice. Plus legal and specialist report costs. Increase to mirror cost of complex improvement notice
247	Mobile Homes Act 2013 licence	Initial Licence fee	N	£50	£0	£50	£0	0.0%	For each pitch
248	Mobile Homes Act 2013 licence	Annual licence fee	N	£10	£0	£10	£0	0.0%	For each pitch
249	Mobile Homes Act 2013 licence	Transfer of licence	N	£300	£0	£300	£0	0.0%	For each licence
250	Mobile Homes Act 2013 licence	Expansion fee	N	£200	£0	£200	£0	0.0%	For each expansion plus £10 for each additional unit
251	Mobile Homes Act 2013 licence	Fee for depositing rules	N	£30	£0	£30	£0	0.0%	Depositing rules
252	Mobile Homes Act 2013 licence	Charge for notices	N	£260	£0	£260	£0	0.0%	One notice plus cost for specialist reports
253	The redress schemes for letting agency work and management agency work order 2014	Penalty notice for each breach of requirement of letting agent or managing agent to belong to a redress scheme	Y	£5,000	£0	£5,000	£0	0.0%	Each breach of requirement
254	The Smoke and Carbon Monoxide Alarm (England) Regulations 2015	Penalty notice for each breach of requirement of letting agent or managing agent to belong to a redress scheme	Max yes	£1,500	£0	£1,500	£0	0.0%	£1500 for first offence; £3000 for second offence; £5000 for third and subsequent offence
255	Immigration inspection	Requests to inspect properties and provide report of suitability of property for immigration	N	£110	£0	£120	£0	9.1%	For one property inspection. Has not been increased for a while
Miscellaneous - M. Davis - H. Lamb - Cllr Conolly									
256	Finance	Court Summons for Council Tax and Business Rates	N	£60	£300,000	£60	£300,000	0.0%	No change for 2019/20 charges expected income collected for costs charged will be £300,000
257	Finance	Liability Order for Council Tax and Business Rates	N	£50		£50		0.0%	