

Fees and Charges 2021/22

				2020/21	2020/21	2020/21	2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	Units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	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 Kenton												
1	General	Building Regulations general enquires	N	£71.30	reflects current Building Control (BRFE) charge out rates	Y	£150	£73.40			3%	3% based on anticipated average CPI increase.
2	General	Solicitors enquiries & other specialist advice	N	£35.65	reflects current Building Control (BRFE) charge out rates	N		£36.70			3%	3% based on anticipated average CPI.
3	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		Detailed schedule of building regulation fees published on the internet	Y except for reversions and regularisations	£320,000			£290,000	0%	
4	General	Administration/professional charges for dealing with dangerous structures	N	£71.30	reflects current Building Control (BRFE) charge out rates	N	£285	£73.40		£295	3%	

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Garages - R. Walton - M. Leggatt - Cllr Richardson												
5	Garages	Standard garages to Council tenants per week where the garage location is very closely connected to the house location.	N	£12.30		N	£196,020	£12.65		£201,510	2.8%	Inflationary increase
6	Garages	Standard garages to Non-Council tenants per week	N	£12.30		Y	£244,770	£15.00		£268,760	22.0%	Increase in line with market rate
7	Garages	Garage Plots (per annum)	N	£147.00		Y	£20,755	£161.50		£20,755	9.9%	Inflationary increase
8	Garages let at full market rent	The Gateway, Dover	N	£21.30		Y	£2,140	£21.90		£2,140	2.8%	2.8% based on anticipated average CPI increase.
9	Garages let at full market rent	Dover Town Area (Harold St, Godwyne Close, Pencester)	N	£18.80		Y	£9,480	£19.30		£9,480	2.7%	2.7% based on anticipated average CPI increase.

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Deal Pier - R. Walton - M. Leggatt - Cllr Richardson												
10	Deal Pier Fishing	Day Ticket (Summer) 08:00 to 21:00 hrs April-November, adult	N	£6.30	Income expected to increase after refurbishment and closure of Deal Pier during 2019/20	Y	£32,000	£6.40		£32,000	2%	Simplification of charging structure.
11	Deal Pier Fishing	Day Ticket (Summer) 08:00 to 21:00 hrs April-November, concessions (unemployed, senior citizens, disabled and students (including under 16's))	N	£3.20		Y		£3.20			0%	
12	Deal Pier Fishing	(08:00 to 16:00 hrs April-November, 08:00 to 18:00 hrs December-March) - hand lines	N			Y			Fee to be removed due to simplification fof charging strucutre		0%	
13	Deal Pier Fishing	Day ticket (Winter) 08:00 to 16:00 hrs December to March adult	N	£4.90		Y		£5.00			2%	
14	Deal Pier Fishing	Day Ticket (Winter) 08:00 to 16:00 hrs December-March concessions (unemployed, senior citizens, disabled and students (including under 16's))	N	£2.50		Y		£2.50			0%	
15	Deal Pier Fishing	Night Time (summer designated evenings) (21:00 to 08:00 hrs) - adult	N	£9.00		Y		£9.20			2%	
16	Deal Pier Fishing	Night Time (summer designated evenings) (21:00 to 08:00 hrs) - concessions (unemployed, senior citizens, disabled and students (including under 16's))	N	£5.20		Y		£5.20			0%	
17	Deal Pier Fishing	Combined 'Day and Night' Ticket - adult	N	£11.50		Y			Fee to be removed due to simplification fof charging strucutre		-100%	
18	Deal Pier Fishing	Combined 'Day and Night' Ticket - concessions (unemployed, senior citizens, disabled and students (including under 16's))	N	£7.30		Y			Fee to be removed due to simplification fof charging strucutre		-100%	
Foreshore - R. Walton - M. Leggatt - Cllr Richardson												
19	Beach Plot Charges	Walmer Plot	N	£342.00		Y	£7,980	£359.00			5%	
20	Beach Plot Charges	Deal/Walmer commercial plot	N	£161.00		Y	£2,980	£165.00			2%	
21	Beach Huts	The Endeavour Centre - Daily	N	£36.00		Y	£600	£37.00		£620	3%	3% based on anticipated average CPI increase.
22	Sandwich Quay	Short Stay Moorings per day (maximum 28 days)	N	£10.80		Y		£11.10		£4,000	3%	3% based on anticipated average CPI increase.

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23	Filming on DDC land	Fee - per day	N	£825.00	The hire of DDC assets for filming, whilst welcome as it showcases the district, results in disruption and the temporary denial of assets to residents. The charges reflect a financial benefit to the district which mitigates against the detrimental effects to residents of the filming as well as the covering administration costs and realizing the income potential of the assets	Y	£4,500	£910.00			10%	The hire of DDC assets for filming, whilst welcome as it showcases the district, results in disruption and the temporary denial of assets to residents. The charges reflect a financial benefit to the district which mitigates against the detrimental effects to residents of the filming as well as the covering administration costs and realizing the income potential of the assets
24	Filming on DDC land	Fee - per hour	N	£143.00		Y		£158.00			10%	
25	Statutory Street Naming and Numbering	Registering a New Property Address	N	£146.00		Y	£30,900	£150.00			3%	3% based on anticipated average CPI increase.
26	Statutory Street Naming and Numbering	New Street or Building Comprising 2-10 units	N	£302.00		Y		£310.00			3%	3% based on anticipated average CPI increase.
27	Statutory Street Naming and Numbering	New Street or Building Comprising 11-20 units	N	£480.00		Y		£495.00			3%	3% based on anticipated average CPI increase.
28	Statutory Street Naming and Numbering	New Street or Building Comprising 21 + units	N	£480.00	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	Y		£495.00	For developments in excess of 20 units fee will be £495 plus £11.10 fee for each unit in excess of 20 units . No maximum fee		3%	3% based on anticipated average CPI increase.
29	Statutory Street Naming and Numbering	Changing Street Name	N	£630		Y		£650			3%	3% based on anticipated average CPI increase.
30	Non Statutory Street Naming and Numbering	Administration Fee for undertaking Non Statutory Function Street Naming and Numbering per hour	N	£61.00		Y		£73.40			20%	Brings charging in to line with costed Building Control administration.

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Environmental Health - M.Davis - D. Croucher - Cllr Kenton												
31	Port Health/Food safety	Unsound Food Examination: Not exceeding 1 metric tonne	N	£121	Plus disposal charge	N	£121	£127	Plus disposal charge	£127	5%	Increase in line with inflation - 2.5% last year, 2.5 % this year
32	Port Health/Food safety	Unsound Food Examination: Exceeding 1 metric tonne	N	£227	Plus disposal charge	N	£227	£238	Plus disposal charge	£238	5%	Increase in line with inflation - 2.5% last year, 2.5 % this year
33	Port Health	Ship Sanitation Certificate	Y		Fees allocated by APHA and this is not issued until after budget setting, therefore it is estimated that fees will range from approx £100 and £670 depending on tonnage and passenger capacity	N	£11,000		Fees allocated by APHA and this is not issued until after budget setting, therefore it is estimated that fees will range from approx £100 and £670 depending on tonnage and passenger capacity	£7,500	0%	Fee to be notified via APHA in February 2021. Reduction in anticipated income due to cruise ships being non operational (Covid)
34	Port Health	Ship Sanitation: Referral Inspection	106	£106	Referral Inspection	N	£106	£106	Referral Inspection	£106	0%	
35	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011	N	£53	Documentary Check	N	£53	£56	Documentary Check	£56	6%	Increase in line with inflation for previous and this year
36	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011	N			N						
37	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011	N	£121	Sampling Check plus Courier, plus Analyst Fees	N	£121	£127	Sampling Check plus Courier, plus Analyst Fees	£127	5%	Increase in line with inflation - 2.5% last year, 2.5 % this year
38	Port Health	DPI Imported Food Examinations. Commission Implementing Regulation (EC) No 884/2014. (Previously (EC) No 1152/2009)	N	£53	Documentary Check	N	£4,500		Documentary Check		-100%	To be replaced by Border Control Post Legislation. To be added once notification received from DEFRA
39	Port Health	DPI Imported Food Examinations. Commission Implementing Regulation (EC) No 884/2014. (Previously (EC) No 1152/2009)	N			N						
40	Port Health	DPI Imported Food Examinations. Commission Implementing Regulation (EC) No 884/2014. (Previously (EC) No 1152/2009)	N	£121	Sampling Check plus Courier, plus Analyst Fees	N			Sampling Check plus Courier, plus Analyst Fees		-100%	

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NB New Fees and Charges will be required for Products of Animal Origin and other unknown products resulting from changes associated with the end of EU transition. These charges will need to be added once known.												
41	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£45	Endorsement of Cert up to 5 certs	N	£600		Endorsement of Cert up to 5 certs	£5,000	-100%	Estimated increase in income following end of EU Transition.
42	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£60	6-10 certs	N		£63	6-10 certs		4%	
43	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£76	11-20 certs	N		£80	11-20 certs		6%	
44	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£83	21+certs	N		£87	21+certs		5%	
45	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£20	Bilateral Agreements Cert for up to 5 certs	N		£21	Bilateral Agreements Cert for up to 5 certs		5%	
46	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£35	6-10 certs	N		£37	6-10 certs		6%	
47	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£45	11-20 certs	N		£47	11-20 certs		4%	
48	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£55	21+ certs	N		£58	21+ certs		5%	
49	Port Health	Organic Products (import from Third Countries Regulations 2003)	Y	£45	Set Nationally	N	£12,000	£45	Set Nationally	£12,000	0%	Income estimated only as potential to change following end of EU transition

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50	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008 - Formal Verification/Movement Control Notice	N	£61.00	Formal Verification/Movement Control Notice		£61	£64.00	Formal Verification/Movement Control Notice	£64	5%	Increase in line with inflation for previous and this year
51	Port Health	Imported food control - Article 27 (1) and 54 (5) of Regulation 882/2004 - Non-compliance Fee	N	£121.00	Non-compliance Fee		£121	£128	Non-compliance Fee	£128	6%	Increase in line with inflation for previous and this year
52	Port Health	Imported food control -Article 27 (1) and 54 (5) of Regulation 882/2004 - Late notification Fee	N	£45	Late notification Fee		£900	£50	Late notification Fee	£1,500	10%	In line with other Port Health Authorities fees
53	Port Health	Article 27 (1) and 54 (5) of Regulation 882/2004 - Supervising Destruction/Re-export Fee	N	£106	Supervising Destruction/Re-export Fee		£212	£111	Supervising Destruction/Re-export Fee	£111	5%	Increase in line with inflation for previous and this year
54	Port Health	Water Samples on board Vessels	N	£120.96 first sample, £30.24 per additional sample.	A set fee will be charged for first sample and all additional samples taken will be charged at the hourly rate.		£0	£127 first sample. Each further bacteriological sample £25.92, Legionella £54.21, Chemical in accordance with lab fees	A set fee will be charged for first sample and all additional samples taken will be charged as outlined.	£0	0%	In line with other Port Health Authorities fees
55	Food Safety	NFHS Re-visit	N	£121	Set Fee for requested NFHS re-visit		£242	£170	Set Fee for requested NFHS re-visit	£2,500	41%	In line with other LA's and following increase in demand

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56	Port Health	Export Certificates	N	£65 minimum for first 2 hours and then additional £30 per hour or part thereof.			£0	£68 minimum for first 2 hours and then additional £32 per hour or part thereof.		£0	0%	Increase in line with inflation for previous and this year
57	Dog Control	Removal of stray dogs to kennels or direct to owner	Y	£25		N	£2,050	£30		£600	20%	Comparisons made with neighbouring LAs. Charges increased to reflect this.
58	Dog Control	Out of hours Dog Collection	N	£50		N		£60		£1,500	20%	
59	Dog Control	Kennelling/admin/transportation fee per calendar day (up to a maximum of seven days)	N	£15.00		N		£20.00			33%	
60	Dog control	Microchipping fee	N					£10.00		£100		
61	Private Water Supplies	Risk Assessment	Y	£500			£0	£500			0%	
62	Private Water Supplies	Sampling	Y	£100			£0	£100			0%	
63	Private Water Supplies	Investigation	Y	£100			£0	£100			0%	
64	Private Water Supplies	Granting an Authorisation	Y	£100			£0	£100			0%	
65	Private Water Supplies	Analysing a Sample under Reg 10	Y	£25			£0	£25			0%	

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66	Private Water Supplies	Analysing a sample (Check Monitoring)	Y	£100			£0	£100			0%	
67	Private Water Supplies	Analysing a Sample (Audit monitoring)	Y	£500			£0	£500			0%	
68	Contaminated Land Enquiry	Up to 250m distance	N	£32		N	£160	£65		£325	0%	Based on officers hourly rate at minimum charge of 1 hour.
69	Contaminated Land Enquiry	Up to 500m distance	N			N						
70	Environmental Protection Act 1990 - Air Pollution	Initial Application Fee (Standard)	Y			N	£10,000			£10,000	0%	
71	Environmental Protection Act 1990 - Air Pollution	Substantial Changes Fee (Standard) including partial transfer and surrender fees for LA-IPPC	Y			N					0%	
72	Environmental Protection Act 1990 - Air Pollution	Substantial Changes Fee (Sections 10 and 11)	Y			N					0%	
73	Environmental Protection Act 1990 - Air Pollution	Annual Subsistence Charge (Standard)	Y			N					0%	
74	Public Health funerals	Officers admin fees in arranging funeral.	N	Maximum of £300	Hourly rate x officer time. Maximum fee £300.		£1,200	Maximum of £500	Hourly rate x officer time. Maximum fee £300.	£2,000	0%	Officers time often exceeds the previous maximum charge of £300. Increase to absorb this.

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Environmental Health - M.Davis - D Croucher - Cllr Kenton																			
75	S48 Anti-Social Behaviour, Crime & Policing Act 2014	Failure to comply with a Community Protection Notice	N	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		Standard default levels as laid down in legislation.		0	£100		0%	£2500 in the case of an individual, unlimited in the case of a body	0%		
76	S33 Environmental Protection Act 1990	Fixed penalty notice for fly-tipping	N			£400		Unlimited fine & or 5 years imprisonment.				0	£400		0%	Unlimited fine & or 5 years imprisonment.	0%		
77	S34 Environmental Protection Act 90	Failure to produce waste documents	N			£300		Unlimited on indictment, £5000 on summary				0%	£300		0%	Unlimited on indictment, £5000 on summary	0%		
78	S5 Control of Pollution (amendment) Act 1989	Failure to produce authority to transport waste	N			£300		£5,000				0%	£300		0%	£5,000	0%		
79	s47 Environmental Protection Act '90	Failure to comply with a waste receptacles notice (commercial)	N			£100		£1,000				0%	£100		0%	£1,000	0%		
80	s46 Environmental Protection Act 1990	Failure to comply with a waste receptacles notice (domestic)	N			£60	Paid within 28 days	Recoverable as a civil debt				0%	£60	Paid within 28 days	0%	Recoverable as a civil debt	0%		
81	S7 Health Act 2006	Smoking in a smoke free premises or vehicle	N	£30	Paid within 15 days	£50	Paid within 29 days	£200		£30	Paid within 15 days	0%	£50		0%	£200	0%		
82	S7 Health Act 2006	Smoking in a vehicle with a person under the age of 18 present.	N	£30	Paid within 15 days	£50	Paid within 29 days	£200		£30		0%	£50		0%	£200	0%		
83	S6 Health Act 2006	Failure to display no smoking signs in smoke free premises or vehicles	N	£150	Paid within 15 days	£200	Paid within 29 days	£1,000		£150		0%	£200		0%	£1,000	0%		

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84	S4 Noise Act 1996	Noise from dwellings exceeding the permitted level (defined in the Act)	N	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	Standard default levels as laid down in legislation.			£100	Standard default levels as laid down in legislation.	0%	£1,000	0%	£6,000	Drop in predicted income to reflect loss of external contractors due to pandemic. Also departure of one staff member.
85	S4A Noise Act 1996	Noise from licensed premises exceeding the permitted level (defined in the Act)	N			£500		£5,000					£500		0%	£5,000	0%		
86	S6 Clean Neighbourhoods & Env Act 2005	Nuisance Parking (exposing vehicles for sale on a road or repairing vehicles on a road)	N			£100		£2,500					£100		0%	£2,500	0%		
87	S.88(1) Environmental Protection Act 1990	Litter	N			£75		£2,500		£75.00	Level stays at £75 if paid within 14 days. Increases to £100 after.		£100	Level stays at £75 if paid within 14 days. Increases to £100 after.	33%	£2,500	0%		
88	Sch. 3A para 7. EPA '90	Unauthorised distribution of literature on designated land	N			£75		£2,500		Standard default levels as laid down in legislation.			£75	Standard default levels as laid down in legislation.	0%	£2,500	0%		
89	S.43 Anti-Social Behaviour Act 2003	Graffiti and fly posting	N			£75		£2,500					£75		0%	£2,500	0%		
90	The Littering from vehicles outside London (keepers: civil penalties) Regs 2018. S 87 & 88 EPA '90	Littering from a vehicle	N			£75		FPN amount doubles to £150 after 28 day payment period & becomes recoverable as a civil debt with any additional recovery fees.					£75		0%	FPN amount doubles to £150 after 28 day payment period & becomes recoverable as a civil debt with any additional recovery fees.	#VALUE!		
91	S34 Environmental Protection Act 90	Failure to Fulfil Householders Duty of Care	N			£200		Unlimited on indictment, £5000 on summary					£200		0%	Unlimited on indictment, £5000 on summary	0%		
92	S.2A Refuse Disposal (Amenity) Act 1978	Abandoning a vehicle	N			£200		£2,500					£200		0%	£2,500	0%		
93	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	N			£75		£1,000					£75		0%	£1,000	0%		
94	S.3 Dogs (Fouling of Land) Act 1996	Failure to remove dog faeces forthwith	N	Legislation still in force but fouling now dealt with under Public Spaces Protection Orders. May be reintroduced if PSPOs rescinded or not renewed.															
95	The Public Space Protection Order (Dover District Council) 2018	Failure to comply with Public Space Protection Order	N	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		£75	Level stays at £75 if paid within 14 days. Increases to £100 after.		£100	Level stays at £75 if paid within 14 days. Increases to £100 after.		£1,000	0%		

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	Dover Museum - R Walton - J Iveson - Cllr Holloway											
96	General	Adults	N	£0.00	Free	Y	£0	£0.00			0%	
97	General	Children	N	£0.00		Y		£0.00			0%	
98	General	OAP	N	£0.00		Y		£0.00			0%	
99	General	Family Day	N	£0.00		Y		£0.00			0%	
100	General	Family Ticket (2 adults, 2 children)	N	£0.00		Y		£0.00			0%	
101	General	Schools	N	£0.00	Per pupil	N	£24,000			£20,000	0%	Some pupil interaction will need to move to a digital format and the popularity of this is as yet untried. Estimate of income reduced to allow for this and lost bookings due to COVID closures
102	General	Schools Service: 2 hour workshop Per pupil	N	£7.50		N		£8.00			7%	
103	General	Talks and artefact handling Per pupil	N	£6.00		N		£6.50			8%	
104	General	Roman/Victorian/Tudor Festivals Per pupil	N	£11.50		N		£12.50			9%	
105	General	School Online Package	N		per class	N		£150.00				New Digital Offer for schools price reflects workshop leaders' time and small amount for administrative cover.
106	General	Curator talks (at Dover Museum) per group	N	£250.00	per group	Y	£500	£275.00		£250	10%	Estimate of income reduced to allow for lost bookings due to COVID restrictions
107	General	Curator talks (other venues)	N	£100.00		Y		£110.00			10%	
108	General	Photo repro stills - TV, film Video per image (UK/EC rights)	N	£56.25	per image (UK/EC rights)	Y	£1,200	£59.00		£1,200	5%	
109	General	Photo repro stills - TV, film Video per image (Worldwide Rights)	N	£96.00	per image (Worldwide Rights)	Y		£101.00			5%	
110	General	Photo repro stills - books/periodicals - commercial per image	N	£39.75	per image	Y		£42.00			6%	
111	General	Photo repro stills - books/periodicals academic and local history per image	N	£16.00	per image	Y		£17.00			6%	
112	General	Film and video broadcast - network continuing use, one country per second	N	£16.00	per second	Y		£17.00			6%	
113	General	Film and video broadcast - network continuing use, EC region per second	N	£20.00	per second	Y		£21.00			5%	
114	General	Film and video broadcast - network continuing use, world per second	N	£24.25	per second	Y		£26.00			7%	
115	General	Film and video broadcast - commercials etc. (world) per second	N	£50.75	per second	Y		£51.00			5%	

Fees and Charges 2021/22

				2020/21	2020/21	2020/21	2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	Units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
116	General	Cost of Preparing and sending images Print per order	N	£11.05	per order	Y	£200	£12.00		£200	9%	Fees raised to reflect rise in general costs and associated staff and volunteer time. Costs per item rounded.
117	General	Cost of Preparing and sending Film and video per order	N	£27.90	per order	Y		£28.00			5%	
118	General	Cost of preparing and sending stills per order	N	£27.90	per order	Y		£30.00			8%	
119	General	Cost of preparing and sending digital images per order	N	£6.85	per order	Y		£8.00			17%	
120	General	Cost of preparing and sending digital images on CD per order	N	£13.65	per order	Y		£15.00			10%	
121	General	Film and video non-broadcast Educational continuing use world (Rights)	N	£4.75		Y	£200	£5.00		£200	5%	
122	General	Film and video non-broadcast corporate non theatrical continuing use world (Rights)	N	£7.90		Y		£9.00			14%	
123	General	Digital Commercial High Res email (Rights)	N	£9.95		Y		£11.00			11%	
124	General	Digital Commercial Rescan email (Rights)	N	£12.70		Y		£14.00			10%	
125	General	Digital Commercial Internet single use email (Rights)	N	£126.90		Y		£135.00			6%	
126	General	Digital Commercial Exhibition (Rights)	N	£32.00		Y		£34.00			6%	
127	General	Digital Commercial Publication (Rights)	N	£39.15		Y		£42.00			7%	
128	General	Digital Commercial Newspaper National (Rights)	N	£55.70		Y		£59.00			6%	

Fees and Charges 2021/22

				2020/21	2020/21		2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
Leisure Facilities - R. Walton - R.Wragg - Cllr Richardson												
129	Sports - Parks and Recreation Grounds	Bowls: Season Ticket - Adult	N	£71.50		Y	£1,591	£73.50		£1,655	3%	Inflationary and rounding increase
130	Sports - Parks and Recreation Grounds	Bowls: Season Ticket - OAP	N	£71.50		Y		£73.50			3%	
131	Sports - Parks and Recreation Grounds	Bowls: Season Ticket - Junior	N	£35.75		Y		£37.00			3%	
132	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	£3.55		Y		£3.70			4%	
133	Sports - Parks and Recreation Grounds	Football: Pitch Hire - Adult	N	£56.00		Y	£5,255	£58.00		£5,675	4%	
134	Sports - Parks and Recreation Grounds	Football: Pitch Hire - Juniors	N	£22.95		Y		£25.00			9%	
135	Sports - Parks and Recreation Grounds	Netball	N	£27.55		Y		£29.00			5%	
136	Sports - Parks and Recreation Grounds	Tennis - Adult (per court per hour)	N	£5.20		Y		£5.50			6%	
137	Sports - Parks and Recreation Grounds	Tennis - Junior (per court per hour)	N	£1.80		Y		£2.00			11%	
138	Sports - Parks and Recreation Grounds	Tennis - OAP (per court per hour)	N	£1.80		Y		£2.00			11%	
139	Parks	Small Commercial/standard Event - Operating Day	N	£180.00		N	£11,000	£200.00		£11,770	11%	
140	Parks	Small Commercial Event - Non-Operating Day	N	£42.00		N		£50.00			19%	
141	Parks	Small Commercial Event - Deposit	N	£1,060.00		N		£1,100.00			4%	
142	Parks	Large Commercial Event - Operating Day	N	£586.50		N		£600.00			2%	
143	Parks	Large Commercial Event - Non-Operating Day	N	£94.00		N		£100.00			6%	
144	Parks	Large Commercial Event - Deposit	N	£1,060.00		N		£1,100.00			4%	
145	Parks	Mobile Exhibition - Per Day	N	£84.00		N		£90.00			7%	

Fees and Charges 2021/22

	Detail	Narrative	Set by Govt? Y/N	2020/21 Approved Charges inc VAT	2020/21 units / comments	Vatable? Y/N	2020/21 Total Expected Income ex VAT	2021/22 Proposed Charges inc VAT (where applicable)	2021/22 Units / comments	2021/22 Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information	
146	Parks	Mobile Exhibition - Deposit	N	£215.00		N		£225.00			5%		
147	Parks	Community Event or Event run by a registered charity - per day	N	£48.00		N		£50.00			4%		
148	Parks	Community Event or Event run by a registered charity - per deposit	N	£215.00		N		£225.00			5%		
149	Parks	Use of parks for commercially run fitness and similar activities - fee per session	N	£26.00				£28.00			8%		
150	Parks	Commemorative Trees	N	£425.00		Y	(Included in £167,045 below)	£450.00		£175,400	6%		
151	Parks	Memorial Benches administration fee	N	£208.00		Y		£215.00			3%		
152	Parks	Commemorative Plaques	N	£215.00		Y		£230.00			7%		
Cemetery - R. Walton - R.Wragg - Cllr Richardson													
153	General	Maintenance	N	£57.00		N		£60.00			5%		
154	General	Maintenance and Planting	N	£117.50		N		£120.00			2%		
155	General	Purchase of Grave Space - Adult (This fee will be doubled for non residents)	N	£720.00		N		£750.00			4%		
156	General	Purchase of Grave Space - Child under 12 years	N	£0.00		N		£0.00			0%		
157	General	Purchase of Cremation Grave/Ashes Plot (This fee will be doubled for non residents)	N	£204.00		N		£210.00			3%		
158	General	Use of Chapel	N	£165.00		N		£170.00			3%		
159	General	Garden of Remembrance - right to erect a tablet	N	£97.00		N		£100.00			3%		
160	General	Interment of Ashes (excluding caskets or urns)	N	£204.00		N		£210.00			3%		
161	General	ERB tranfer fee	N	£70.00		N		£75.00			7%		
162	General	Admin fee for Burials with Ashes	N	£50.00		N		£55.00			10%		

Fees and Charges 2021/22

				2020/21	2020/21		2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
163	General	Search in Burial Register (to be charged when time involved exceeds 1 hr)	N	£61.00		N	£167,045	£62.00		£175,400	2%	Inflationary and rounding increase
164	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	£188.00		N		£200.00			6%	
165	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	£86.00		N		£90.00			5%	
166	General	Right to place on any flagstone, headstone, kerbstone, border stone, inscribed vase, tablet or monument, each further inscription	N	£77.50		N		£80.00			3%	
167	General	Replacement of a headstone with a new headstone	N	£43.00		N		£45.00			5%	
168	General	Right to place kerb - depending upon location within cemetery		£410.00				£425.00			4%	
169	General	Interment of cremated remains in any grave	N	£204.00		N		£210.00			3%	
170	General	Interment of a stillborn child or child under 6 months	N	£61.00	Proposed no charge for childrens burial fees in line with government proposals	N		£62.00			2%	
171	General	Interment of a child exceeding 6 months but under 12 years	N	£265.00	Proposed no charge for childrens burial fees in line with government proposals	N		£270.00			2%	
172	General	Interment of an adult or child exceeding 12 years: single depth - new grave	N	£887.00	Proposed no charge for childrens burial fees in line with government proposals	N		£900.00			1%	
173	General	Interment of an adult or child exceeding 12 years: single depth - reopen	N	£683.00	Proposed no charge for childrens burial fees in line with government proposals	N		£700.00			2%	
174	General	Interment of an adult or child exceeding 12 years: double depth - new grave	N	£1,025.00	Proposed no charge for childrens burial fees in line with government proposals	N		£1,100.00			7%	
175	General	Interment of an adult or child exceeding 12 years: double depth - reopen	N	£862.00	Proposed no charge for childrens burial fees in line with government proposals	N		£875.00			2%	
176	General	Interment of an adult or child exceeding 12 years: triple depth	N	£1,255.00	Proposed no charge for childrens burial fees in line with government proposals	N		£1,300.00			4%	
177	General	One Off Contribution For Maintenance For Coffin Burials	N	£235.00		N		£245.00			4%	
178	General	One Off Contribution For Maintenance For Cremated Remains	N	£91.00		N		£95.00			4%	

				2020/21	2020/21		2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
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.												

Fees and Charges 2021/22

				2020/21	2020/21		2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
Recycling & Waste Collections - R. Walton - R. Wragg - Cllr Kenton												
179	Domestic Recycling & Refuse Collection	Supply & Delivery of 140 litre bin	N	£36.76	100	N	£3,676	£40.00	10	£400	9%	Align with other bin prices and contract recharge for the provision
180	Domestic Recycling & Refuse Collection	Supply & Delivery of 180 litre bin	N	£49.75	250	N	£12,437	£50.00	300	£15,000	1%	Align with other bin prices and contract recharge for the provision
181	Domestic Recycling & Refuse Collection	Supply & Delivery of 240 litre bin	N	£49.01	310	N	£15,192	£50.00	300	£15,000	2%	
182	Domestic Recycling & Refuse Collection	Supply & Delivery of 360 litre bin	N	£77.27	10	N	£773	£79.00	10	£790	2%	
183	Domestic Recycling & Refuse Collection	Supply & Delivery of 660 litre bin	N	£259.49	10	N	£2,595	£264.00	10	£2,640	2%	
184	Domestic Recycling & Refuse Collection	Supply & Delivery of 1100 litre bin	N	£289.29	10	N	£2,893	£295.00	10	£2,950	2%	
185	Domestic Recycling & Refuse Collection	Supply & Delivery of 55l Black Box or Blue Box	N	£8.78	730	N	£6,406	£15.00	750	£11,250	71%	New contract price for this provision is £12 per box, need to cover costs hence the increase
186	Domestic Recycling & Refuse Collection	Supply & Delivery of 23l Kerbside Caddy for food collections	N	£8.78	250	N	£2,194	£15.00	250	£3,750	71%	New contract price for this provision is £12 per bin, need to cover hence the increase
187	Domestic Recycling & Refuse Collection	Supply & Delivery of 7l Kitchen Caddy for food collections	N	£5.05	250	N	£1,262	£12.00	250	£3,000	138%	New contract price for this provision is £10 per bin, need to cover hence the increase
188	Domestic Recycling & Refuse Collection	Supply & Delivery of Container 'Launch Pack' (2 WB, 2 Food + Box)	N	£79.79	250	N	£19,949	£100.00	250	£25,000	25%	Total contract price is £94, increased to reflect.
189	Domestic Recycling & Refuse Collection	Green Waste Collections; Annual Subscription for up to 6 sacks	N	£47.38	6500	N	£307,970	£49.00	9160	£448,840	3%	Reflects current number of subscribers, increase in income will be offset with the increase in contract cost as new contract is based on 6000 subscribers
190	Domestic Recycling & Refuse Collection	Green Waste Collections; Supply & Delivery of 60l Reusable Garden Waste Sack	N	£4.12	3000	Y	£12,360	£5.00	2000	£10,000	21%	New cost includes delivery of bag as this was only provided in the offices before
191	Domestic Refuse	Bulk Domestic Waste - Collection (charge for 5 items)	Y	£31.47	2000	N	£62,933			£0	-100%	Fee to be removed
192	Domestic Refuse	Bulk Domestic Waste, Abortive Visit	Y	£31.47	2	N	£63			£0	-100%	Fee to be removed

Fees and Charges 2021/22

				2020/21	2020/21		2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT	units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
193	Domestic Refuse	Bulk Domestic Waste, Additional Items	Y	£5.25	5	N	£26			£0	-100%	Fee to be removed
194	Domestic Refuse	Bulk Domestic Waste Collection (3 items)	N					£45.00	1000	£45,000		New fees replacing the charging structure for items 193 -195 Bulk Domestic Waste.
195	Domestic Refuse	Bulk Domestic Waste Collection (additional items)	N					£6.00	500	£3,000		New fees replacing the charging structure for items 193 -195 Bulk Domestic Waste.
196	Street Cleansing	Supply and install a standard litter bin - 110ltr	N					£300.00	10	£3,000		New fees
197	Street Cleansing	Supply and install a dog bin - 50ltr	N					£310.00	10	£3,100		New fees
198	Street Cleansing	Supply and install a dog bin - 25ltr	N					£150.00	10	£1,500		New fees
199	Street Cleansing	Supply and install a recycling bin	N					£1,200.00	5	£6,000		New fees
200	Street Cleansing	Annual subscription to empty a litter bin (main high streets excluded)	N					£150.00	10	£1,500		New fees
201	Street Cleansing	Annual subscription to empty a dog bin (main high street excluded)	N					£150.00	10	£1,500		New fees
202	Street Cleansing	Annual subscription to empty a recycling bin (main high street excluded)	N					£150.00	5	£750		New fees
203	Street Cleansing	Annual subscription to empty a litter bin - High Street Area	N					£350.00	2	£700		New fees

Fees and Charges 2021/22

				2020/21	2020/21		2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT	Units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
Legal - M. Davis - L. May - Cllr Vinson												
204	General	Engrossments (Right to Buy – freehold/Leasehold Transactions)	N	£120		Y	£4,200	£120		£4,200	0%	
205	General	All charges for legal professional work being met by third parties (excluding s.106 work)	N	£220	per hour	N	£18,000	£220		£10,000	0%	Income total reduced to exclude s.106 work which is now included in the line below and subject to a minimum charge
206	General	Legal professional work in relation to Section 106 Agreements	N			N		£220	per hour but subject to a minimum charge of £800 for a new agreement and £600 for a variation	£20,000	0%	New additional charge added to increase income
207	General	Administration charge for professional work undertake in respect of post-Right-to-Buy matters	N			N		£120		£1,800	0%	New administration charge added to maximise income

Fees and Charges 2021/22

				2020/21	2020/21		2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT	Units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
Miscellaneous - N. Aziz - M. Farrow - Cllr Vinson												
208	Access to Information and Data Protection Acts	Inspection of list of background papers	Y	£0.00	Freedom of Information free up to 18 hour limit	N	£0.00	£0.00	Freedom of Information free up to 18 hour limit	£0.00	0%	
209	Access to Information and Data Protection Acts	Inspection of each set of documents	Y	£0.00	Freedom of Information free up to 18 hour limit	N	£0.00	£0.00	Freedom of Information free up to 18 hour limit	£0.00	0%	
210	Access to Information and Data Protection Acts	Inspection of personal data	Y	£0.00	Change in legislation from May 2018 - no longer able to make a charge for this information.	N	£0.00	£0.00	Change in legislation from May 2018 - no longer able to make a charge for this information.	£0.00	0%	
211	Access to Information and Data Protection Acts	Environmental Information Request	Y	£32.00	Hourly charge of employee	N	£0.00	£32.00	Hourly charge of employee	£0.00	0%	

Fees and Charges 2021/22

				2020/21	2020/21	2020/21	2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Government? Y/N	Charges inc VAT	Units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income
	Electoral Services - N. Aziz -T Gibbs- Cllr Vinson											
212	Representation of the People Acts and the Electoral Administration Act	Purchase of Register of Electors and copies of Election documents	Y	Various	Price dependent upon electorate & format requested	N	£500	Various	Price dependent upon electorate & format requested	£500	0	No change anticipated

Fees and Charges 2021/22

				2020/21	2020/21	2020/21	2020/21	2021/22 Effective from 01/04/2021	2021/22 Effective from 01/04/2021	2021/22		
	Detail	Narrative	Set by Government? Y/N	Charges inc VAT	Units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income
Local Land Charges - R.Walton - L Jarrett - Cllr Kenton												
213	General	Requisition for Search (LLC1)	N	£33.50		N		£33.50		£100,000 in total for Local Land Charges (LLC1 & CON29) to be reviewed quarterly	0%	
214	General	Optional Printed Enquiry (in Part 2 of Con 29O)	N	£14.40		Y		£14.40			0%	
215	General	Any Additional Enquiry submitted	N	£0.00		N		£0.00			0%	
216	General	Search in respect of any extra parcel of land (LLC1)	N	£3.00		N		£3.00			0%	
217	General	Search in respect of any extra parcel of land (CON29)	N	£12.00		Y		£12.00			0%	
218	General	Existing Conveyancing Form (CON29)	N	£112.50		Y		£112.50			0%	
219	General	Proposed New Conveyancing Form (CON29)	N	£0.00		N		£0.00			0%	
220	General	CON29 Q1.1(a,b,c,d,e,f,g,h,i)	N	£13.20		Y		£13.20			0%	
221	General	CON29 Q1.1(j,k,l)	N	£9.60		Y		£9.60			0%	
222	General	CON29 Q1.2	N	£8.40		Y		£8.40			0%	
223	General	CON29 Q2.1(a,b,c,d)	N	£9.90		Y		£9.90			0%	
224	General	CON29 Q2.2. 2.3, 2.4, 2.5 (Refer to KCC)	N	£14.70		Y		£14.70			0%	
225	General	CON29 Q3.1	N	£3.00		Y		£3.00			0%	
226	General	CON29 Q3.2	N	£2.40		Y		£2.40			0%	
227	General	CON29 Q3.3(a,b,c)	N	£3.00		Y		£3.00			0%	
228	General	CON29 Q3.4 (a,b,c,d,e,f)	N	£6.00		Y		£6.00			0%	
229	General	CON29 Q3.5 (a,b)	N	£3.00		Y		£3.00			0%	
230	General	CON29 Q3.6 (a,b,c,d,e,f,g,h,i,j,k,l)	N	£6.60		Y		£6.60			0%	
								£180,000 in total for Local Land Charges (LLC1 & CON29)				

Fees and Charges 2021/22

				2020/21	2020/21	2020/21	2020/21	2021/22 Effective from 01/04/2021	2021/22 Effective from 01/04/2021	2021/22		
	Detail	Narrative	Set by Government? Y/N	Charges inc VAT	Units / comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units / comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income
231	General	CON29 Q3.7	N	£2.40		Y		£2.40			0%	
232	General	CON29 Q3.8	N	£4.80		Y		£4.80			0%	
233	General	CON29 Q3.9 (a,b,c,d,e,f,g,h,i,j,k,l,m,n)	N	£4.20		Y		£4.20			0%	
234	General	CON29 Q3.10 (a,b,c,d,e,f,g,h)	N	£3.90		Y		£3.90			0%	
235	General	CON29 Q3.11(a,b)	N	£4.20		Y		£4.20			0%	
236	General	CON29 Q3.12	N	£3.00		Y		£3.00			0%	
237	General	CON29 Q3.13(a,b,c)	N	£4.80		Y		£4.80			0%	
238	General	CON29 Q3.14	N	£3.60		Y		£3.60			0%	
239	General	CON29 Q3.15 (a,b)	N	£1.80		Y		£1.80			0%	
240	General	CON29 Administration Fee plus Question fees	N	£0.00		N		£0.00			0%	
241	General	Personal Search Land Charges Register	Y	£0.00		N		£0.00			0%	

				2020/21	2020/21		2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT (where applicable)	Units	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
Housing - M. Davis - L. Taylor - Cllr Murphy												
242	Guest Room Rental	Rental of Guest Room in Sheltered Housing Blocks	N	£20.00	£20.00 for the first night then £13.00 for any subsequent nights	N	£1,250	£20.50 for first night and then 13.50 for subsequent nights	63	£1,250	2.50%	Increase due to inflation and bench marking with other local authorities. Please note that DDC leasehold charges are still significantly lower than other neighbouring districts and subject to review.
243	Rent of Common Rooms	Rental of Common Rooms in Sheltered Housing Blocks	N	£11.50	£11.50 per hour		£310	£12.00 per hour		£150	4.3%	Common rooms have been closed during the Covid pandemic to residents and potential residents wishing to rent.
244	Keys	Assa Keys for Communal Buildings	N	£25.50	60	Y	£0	£26.00	60	£900	2%	There is a potential drop in income as offices have been closed and tenants have had difficulty organising replacement keys through EKH
245	Leaseholders	Solicitors enquiries from potential leaseholders	N	£117.60	30	Y	£0	£120.00	25	£3,000	2%	Income might be impacted by reduced sales during pandemic
246	Notice of Transfer	Change of Leaseholder details	N	£82.00	30	N	£0	£85.00	30	£2,550	3.7%	Increase due to inflation and bench marking with other local authorities. Please note that DDC leasehold charges are still significantly lower than other neighbouring districts and subject to review.
247	Leaseholders	Extension of Lease - initial work on lease valuation extension and legal costs. Does not include costs of actual lease extension	N	£656	1	N	£0	£675	1	£675	2.9%	Increase due to inflation and bench marking with other local authorities. Please note that DDC leasehold charges are still significantly lower than other neighbouring districts and subject to review.
248	Leaseholders	Management Fee	N	£185	460	£85,100	£0	£200	460	£92,000	8.1%	Increase due to inflation and bench marking with other local authorities. Please note that DDC leasehold charges are still significantly lower than other neighbouring districts and subject to review.
249	Retrospective Consent	Retrospective consent from Housing to make alterations at Council Properties	N	£55	5	N	£0	£60	5	£300	9.1%	Increase due to inflation and bench marking with other local authorities. Please note that DDC leasehold charges are still significantly lower than other neighbouring districts and subject to review.

Fees and Charges 2021/22

				2020/21	2020/21		2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT (where applicable)	Units/Comments	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units/Comments	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
Miscellaneous - M. Davis - H. Lamb - Cllr Vinson												
250	Finance	Court Summons for Council Tax and Business Rates	N	£60		N	£278,000	£60		£278,000	0%	
251	Finance	Liability Order for Council Tax and Business Rates	N	£50		N		£50			0%	

Fees and Charges 2021/22

				2020/21	2020/21		2020/21	2021/22	2021/22	2021/22		
	Detail	Narrative	Set by Govt? Y/N	Approved Charges inc VAT (where applicable)	Units	Vatable? Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units	Total Expected Income ex VAT	Fee % change	Reasons for Change in Charges and/or income and other information
	Private Sector Housing - M. Davis - D. Croucher - Cllr Kenton											
252	HMO Licensing	Fee for Initial application for HMO licence for up to 8 habitable rooms.	N	£750	£750 for up to 8 habitable rooms . £100 reduction for accredited landlords	N	£3,000	£980	Fee for up to 8 habitable rooms.£100 reduction for accredited landlords	£3,000	31%	Increase in fee reflects charges in adjoining councils
253	HMO Licensing	Additional fee for initial HMO licence for any additional habitable rooms above 8.	N	£50	Fee for each habitable rooms above 8.	N	£400	£51	Fee for each habitable rooms above 8.	£400	2%	Inflation increase
254	HMO Licensing Renewal	Application fee for HMO licence renewal for up to 8 habitable rooms.	N	£540	£540 for up to 8 habitable rooms. £100 reduction for accredited landlords.	N	£3,000	£750	Fee for up to 8 habitable rooms . £100 reduction for accredited landlords	£4,000	39%	Increase in fee reflects charges in adjoining councils
255	HMO Licensing Renewal	HMO licence renewal fee for any additional habitable rooms above 8.	N	£32	Fee for each habitable rooms above 8.	N	£390	£40	Fee for each habitable rooms above 8.	£400	25%	Increase in fee reflects charges in adjoining councils
256	Housing Act Notices	Improvement Notice and Prohibition Order	N	£420	£420 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.	N	£420	£430	Charge for simple notice; Plus legal and specialist report costs.	£840	2%	Inflation increase
257	Housing Act Notices	Improvement Notice and Prohibition Order	N	£550	£550 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.	N	£550	£550	Charge for standard notice; Plus legal and specialist report costs.	£550	0%	No increase in fee reflects charges in adjoining councils
258	Housing Act Notices	Improvement and Prohibition Notice	N	£670	£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.	N	£670	£670	Charge for complex notice; Plus legal and specialist report costs.	£1,300	0%	No increase in fee reflects charges in adjoining councils
259	Housing Act Notices	Suspended Improvement Notice and Prohibition Order	N	£420	Same charge for notices above. Charge can be cancelled at PSHM discretion. £50 for annual review	N	£0	£430	Same charge for Improvement notices above. Charge can be cancelled at PSHM discretion. £50 for annual review	£430	2.4%	Inflation increase
260	Housing Act Notices	Emergency Remedial Action	N	£680	£680 for each notice. Plus legal and specialist report costs and costs for remedail work.	N	£680	£694	For each notice. Plus legal and specialist report costs.	£694	2.1%	Inflation increase
261	Housing Act Notices	Demolition Order	N	£680	£680 for each notice. Plus legal and specialist report costs.	N	£0	£694	For each notice. Plus legal and specialist report costs.	£0	2.1%	Inflation increase
262	Mobile Homes Act 2013 licence	Initial Licence fee	N	£50	For each pitch	N	£0	£51	For each pitch	£0	2%	Inflation increase
263	Mobile Homes Act 2013 licence	Annual licence fee	N	£10	For each pitch	N	£0	£10	For each pitch	£0	0%	
264	Mobile Homes Act 2013 licence	Transfer of licence	N	£300	For each licence	N	£0	£306	For each licence	£0	2%	Inflation increase
265	Mobile Homes Act 2013 licence	Expansion fee	N	£200	For each expansion plus £10 for each additional unit	N	£0	£204	For each expansion plus £10 for each additional unit	£0	2%	Inflation increase
266	Mobile Homes Act 2013 licence	Fee for depositing rules	N	£30	Depositing rules	N	£0	£30	Fee for depositing rules	£0	0%	Inflation increase

Fees and Charges 2021/22

				2020/21	2020/21		2020/21	2021/22	2021/22	2021/22		
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267	Mobile Homes Act 2013 licence	Charge for notices	N	£270	One notice plus cost for specialist reports	N	£0	£275	For each notice. Plus legal and specialist report costs.	£0	1.9%	Inflation increase
268	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	£1500 for first offence; £3000 for second offence; £5000 for third and subsequent offence	N	£0	£1,500	£1500 for first offence; £3000 for second offence; £5000 for third and subsequent offence	£0	0%	Penalty fixed by legislation
269	Immigration inspection	Requests to inspect properties and provide report of suitability of property for immigration	N	£125	For one property inspection	Y	£125	£140	For one property inspection	£140	12.0%	Increase in fee reflects charges in adjoining councils