

Uttlesford District Council

2013/14 Fees & Charges

With effect from 1 April 2011, the Council's general policy is to allow a 25% discount for customers in receipt of UDC-administered Housing Benefit and Council Tax Benefit (Local Council Tax Support from April 2013).

Certain exemptions to the policy and additional discounts apply in some cases.

Building Regulations Charges and Car Parking charges are not covered by the policy.

Building surveying other charges	2012/13 charge	2013/14 charge	Does the charge include VAT?	Note
	£	£		
Provision of Energy Performance Certificates	180.00	240.00	Yes	Standard Charge
Copying charges	10p a sheet + £25 per hour officer time if job exceeds 1 hour	10p a sheet + £25 per hour officer time if job exceeds 1 hour	Yes	Statutory limitations

Street Naming and Numbering	2012/13 charge	2013/14 charge	Does the charge include VAT?
	£	£	
Name or number change to existing dwelling	50.00	70.00	No
1 new dwelling name or number change - existing road	70.00	100.00	No
2 to 10 dwelling name or number change - existing road	145.00	170.00	No
Over 10 dwellings name or number - existing road	145.00	200.00	No
Over 10 dwellings name or number on existing road - extra charge per dwelling	10.00	20.00	No
1 to 10 dwellings on a new road	200.00	300.00	No
Over 10 dwellings name or number on new road - extra charge per dwelling	10.00	20.00	No
Parish/Town Council initiated scheme to re name/number on existing road	50.00	50.00	No
Parish/Town Council initiated scheme to re name/number on existing road extra charge per dwelling	10.00	20.00	No
Change of Building Name (e.g. block of flats)	100.00	150.00	No

APPENDIX E

Cost of work exceeding £5000 but not exceeding £25000	240.00	252.00	Yes
Cost of work exceeding £25000 but not exceeding £100000	420.00	432.00	Yes
Cost of work exceeding £100000 but not exceeding £250000	-	612.00	Yes

Building Notice:***Extension and New Build:***

Separate single storey extension with floor area not exceeding 40m ²	504.00	528.00	Yes
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	606.00	630.00	Yes
Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m ²	552.00	576.00	Yes
Separate extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m ² but not exceeding 100m ²	690.00	714.00	Yes
A building or extension comprising solely of a garage, carport or store not exceeding 100m ²	342.00	366.00	Yes
Detached non-habitable domestic building with total floor area not exceeding 50m ²	342.00	366.00	Yes

Conversions:

First and second floor loft conversions	168.00	648.00	Yes
Other work (e.g. garage conversions)	60.00	216.00	Yes

Alterations (inc underpinning):

Renovation of a thermal element	120.00	132.00	Yes
Replacement windows, rooflights, roof windows or external glazed doors	120.00	132.00	Yes
Cost of work not exceeding £5000 (inc Renewable Energy Systems)	180.00	192.00	Yes
Cost of work exceeding £5000 but not exceeding £25000	360.00	384.00	Yes
Cost of work exceeding £25000 but not exceeding £100000	660.00	684.00	Yes
Cost of work exceeding £100000 but not exceeding £250000	-	912.00	Yes

Regularisation Charge:***Extension and New Build:***

Separate single storey extension with floor area not exceeding 40m ²	525.00	550.00	No
Separate single storey extension with floor area exceeding 40m ² but not exceeding 100m ²	631.25	656.25	No
Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m ²	575.00	600.00	No
Separate extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m ² but not exceeding 100m ²	718.75	743.75	No
A building or extension comprising solely of a garage, carport or store not exceeding 100m ²	356.25	381.25	No
Detached non-habitable domestic building with total floor area not exceeding 50m ²	356.25	381.25	No

Conversions:

First and second floor loft conversions	650.00	675.00	No
Other work (e.g. garage conversions)	212.50	225.00	No

Alterations (inc underpinning):

Renovation of a thermal element	125.00	137.50	No
Replacement windows, rooflights, roof windows or external glazed doors	125.00	137.50	No
Cost of work not exceeding £5000 (inc Renewable Energy Systems)	187.50	200.00	No
Cost of work exceeding £5000 but not exceeding £25000	375.00	400.00	No
Cost of work exceeding £25000 but not exceeding £100000	687.50	712.50	No
Cost of work exceeding £100000 but not exceeding £250000	-	950.00	No

Car Parking	2012/13 charge	2013/14 charge	Does the charge include VAT?
	£	£	
Saffron Walden			
Fairycroft			
30 Minutes	0.50	0.50	Yes
1 Hour	0.70	0.70	Yes
2 Hours	1.20	1.20	Yes
3 Hours	2.00	2.00	Yes
Common			
30 Minutes	0.50	0.50	Yes
1 Hour	0.70	0.70	Yes
2 Hours	1.20	1.20	Yes
3 Hours	2.00	2.00	Yes
4 Hours	3.00	3.00	Yes
Rose & Crown			
30 Minutes	0.50	0.50	Yes
1 Hour	0.70	0.70	Yes
2 Hours	1.20	1.20	Yes
Swan Meadow			
1 Hour	0.70	0.70	Yes
2 Hours	1.20	1.20	Yes
4 Hours	2.00	2.00	Yes
6 Hours	2.50	2.50	Yes
10 Hours	3.50	3.50	Yes
Season Tickets (per annum)	300.00	300.00	Yes
Coaches			
5 Hours	3.00	3.00	Yes
10 Hours	6.00	6.00	Yes
Great Dunmow			
WhiteStreet			
30 Minutes	0.40	0.40	Yes
1 Hour	0.60	0.60	Yes
3 Hours	1.20	1.20	Yes
5 Hours	2.40	2.40	Yes
10 Hours	3.50	3.50	Yes
Season Ticket (per annum)	300.00	300.00	Yes
New Street/Chequers & Angel Lane			
30 Minutes	0.40	0.40	Yes
1 Hour	0.60	0.60	Yes
3 Hours	1.20	1.20	Yes
Stansted Montfitchet			
Lower Street			
30 Minutes	0.40	0.40	Yes
1 Hour	0.60	0.60	Yes
3 Hours	1.20	1.20	Yes
6 Hours	2.40	2.40	Yes
10 Hours	4.00	4.00	Yes
Coaches	6.00	6.00	Yes
Crafton Street			
30 Minutes	0.40	0.40	Yes
1 Hour	0.60	0.60	Yes
3 Hours	1.20	1.20	Yes
10 Hours	3.00	3.00	Yes
Season Ticket - Local Business & employee	250.00	250.00	Yes
Season Ticket - Non business	420.00	420.00	Yes

Environmental Health

	2012/13 charge	2013/14 charge	Does the charge include VAT?	Note
	£	£		
Food and Water Safety				
Food Safety course - level 2 certificate	65.00	65.00	No	
Health Certificate for Export	70.00	75.00	No	
Voluntary Surrender Certificate	60.00	65.00	No	
Water Samples (Airport)	15.00	17.00	Yes	
Water Samples (private supply to a single household)	0.00	0.00	No	
Water Samples (private supply + mains or to more than a single household)	70.00	72.00	Yes	
Water Samples (private supply + mains) invoice cost	20.00	22.00	Yes	
Chemical Water Samples on request	Charged at Cost	Charged at Cost	Yes	
Imported Food Inspection Charges				
Organic Produce Certificate - office hours	55.00	60.00	No	Per certificate
Organic Produce Certificate - outside office hours	227.00	230.00	No	
Border inspection post	170.00	170.00	No	Per consignment
Research Samples	62.00	-	No	Service no longer provided
Out of Hours inspection additional fee	55.00	60.00	No	Plus £35 per officer hour
High Risk NAO per CED	45.00	47.00	No	
High Risk NAO sampling fee + laboratory charges	-	50.00	No	
High Risk destruction charge + disposal costs	-	50.00	No	
Animals				
Micro chipping - Pets - Home visit	25.00	25.00	Yes	
Micro chipping - Pets - Microchip event	16.50	16.50	Yes	
Stray dog fee if micro chipped	45.00	45.00	No	Kennel fees additional charge
Stray dog fee if unchipped	45.00	45.00	No	Kennel fees additional charge
Microchipping - promotional event	0.00	0.00	No	
Licences				
Animal boarding establishment	120.00	125.00	No	
Dog breeding establishment	120.00	125.00	No	
Riding establishment	220.00	225.00	No	Vet fee not included
Pet shop	120.00	125.00	No	Vet fee not included
Dangerous wild animals	250.00	255.00	No	Vet fee not included
Zoo licence (5 years)	650.00	655.00	No	Vet fee not included
Ear piercing, acupuncture and electrolysis premises & 1 person licence	150.00	155.00	Yes	
Ear piercing, acupuncture and electrolysis person licence	60.00	65.00	Yes	
Other charges				
Environmental Information Enquiries	40.00	45.00	Yes	Hourly charge or part thereof
Copy of EPA register in electronic format	70.00	75.00	Yes	
Information requests about potentially contaminated land sites	70.00	75.00	Yes	
Licensing of Houses of Multiple Occupancy (HMO) std fee for 5 bedroom	280.00	330.00	No	
5 letting rooms or more - charge per additional room	30.00	35.00	No	
Housing Immigration Inspection	130.00	135.00	No	
Copy of Food Register - Whole	50.00	60.00	Yes	Hourly charge or part thereof
Copy of Food Register - Single Entry	15.00	17.00	Yes	

Land Charges

For the current schedule of land charges, please visit the Uttlesford District Council website:

<http://www.uttlesford.gov.uk/main.cfm?Type=YCLA&MenuId=290>

Lifeline (Council Tenants and Private Residents)	2012/13 charge	2013/14 charge	Does the charge include VAT?
	£	£	
Lifeline units - Level 1 - basic weekly charge	3.84	3.94	No
Lifeline units - Level 2 - Extra Sensors (up to a maximum of 4, customers requiring more than 4 extra sensors will be charged at the rate of 50p per extra sensor)	-	4.94	No
Lifeline units - Level 3 - Evening and Weekend Response	-	4.94	No
Lifeline units - Levels 3 & 4	-	5.94	No

Museum	2012/13 charge	2013/14 charge	Does the charge include VAT?
	£	£	
Admission Charge adult	1.50	1.50	Yes
Admission Charge discount	0.75	0.75	Yes
Admission Charge children	0.00	0.00	n/a
Season Ticket adult	5.00	5.00	Yes
Season Ticket discount	2.50	2.50	Yes
School visits per pupil	3.00	3.00	Yes
School visits minimum charge	48.00	48.00	Yes
<u>Reproduction Charges</u>			
<u>Fee for providing images of collections for commercial publications</u>			
One country / language	108.00	108.00	Yes
Two or more countries	134.40	134.40	Yes
Regional publication	54.00	54.00	Yes
Local publication	14.40	14.40	Yes
Still image for regional TV	134.40	134.40	Yes
Still image for national TV	270.00	270.00	Yes
Film and video, regional TV	96.00	96.00	Yes
Film and video, national TV	192.00	192.00	Yes
Facility fee for use as "set"	162.00	162.00	Yes
<u>Hire of premises</u>			
Corporate and private hire per hour	75.00	75.00	No

Pest Control	2012/13 charge	2013/14 charge	Does the charge include VAT
	£	£	
Mice in domestic premises	57.00	57.00	Yes
Rats in domestic premises where livestock are kept	-	57.00	Yes
Rats & Mice in commercial premises initial survey	123.00	123.00	Yes
Rats & Mice in commercial premises per additional treatment	61.00	61.00	Yes
Abortive visit charge	36.00	36.00	Yes
Cancellation fee (telephone) (after booking/fee charged)	5.00	5.00	Yes
Cluster Flies per treatment	50.00	50.00	Yes
Fleas, carpet beetles, moths (initial treatment plus 1 follow up) up to 3 bed property	75.00	75.00	Yes
Fleas, carpet beetles, moths (initial treatment plus 1 follow up) more than 3 bed property	100.00	100.00	Yes
Bedbugs, cockroaches (initial treatment plus 1 follow up) upto 2 bedroom property	80.00	-	Yes
Bedbugs, cockroaches (initial + 1 follow up) upto 2 bedroom property + £30 per room thereafter	-	160.00	Yes
Bedbugs, cockroaches (initial treatment plus 1 follow up) 3 bedroom property	110.00	190.00	Yes
Bedbugs, cockroaches (initial treatment plus 1 follow up) 4 bedroom property	130.00	220.00	Yes
Bedbugs, cockroaches (initial treatment plus 1 follow up) 5 bedroom property + £30 per room thereafter	160.00	250.00	Yes
Ants per treatment	58.00	58.00	Yes
Insect identification charge (per insect type)	10.00	10.00	Yes
Wasps per nest domestic premises	58.00	58.00	Yes
Additional wasp nests domestic	29.00	29.00	Yes
Wasps per nest - commercial premises	82.00	82.00	Yes
Additional wasp nests commercial	41.00	41.00	Yes
Squirrels	92.00	92.00	Yes
Squirrels additional visit	51.00	51.00	Yes

Pest Control fees represent interim proposals pending a review, revised proposals will come to the Cabinet later in the year.

Licensing	2012/13 charge	2013/14 charge	Does the charge include VAT
	£	£	
<u>Taxi Licensing</u>			
Drivers	40.00	40.00	No
Operators	60.00	60.00	No
Vehicles	70.00	70.00	No
CRB checks	Charged at cost	Charged at cost	No
<u>Alcohol Licensing Act 2003</u>			
For the current schedule of statutory fees, please visit the Uttlesford District Council website: http://www.uttlesford.gov.uk/documents/website%5CLicensing%5CPremises%20Licence%20Forms%2FFee%20Schedule.pdf			
<u>Gambling Act 2005</u>			
For the current schedule of statutory fees, please visit the Uttlesford District Council website: http://www.uttlesford.gov.uk/documents/website/Licensing/Gambling Act 2005/Fees.doc			

Planning Applications

For the current schedule of planning application fees, please visit the Uttlesford District Council website:

<http://www.uttlesford.gov.uk/main.cfm?Type=PLFEE&MenuId=1084>

Planning Pre-application advice	2012/13 charge	2013/14 charge	Does the charge include VAT?
	£	£	
Major Developments Written advice	238.00	300.00	Yes
Major Developments - Meeting in office	593.00	650.00	Yes
Major Developments - Meeting on site	715.00	850.00	Yes
Major Development - additional officer supplement	60.00	-	Yes
Major Development - follow up meeting	110.00	-	Yes
Minor Developments - written advice	120.00	150.00	Yes
Minor Developments - Meeting in office	298.00	350.00	Yes
Minor Development - Meeting on site	355.00	450.00	Yes
Minor additional officer supplement	60.00	-	Yes
Minor follow up meeting	54.00	-	Yes
House extensions & alterations	no charge		n/a

Conservation - Listed Buildings	2012/13 charge	2013/14 charge	Does the charge include VAT?
	£	£	
<u>Listed Building Advice (all types excl. Householder)</u>			
Written	120.00	150.00	Yes
Meeting in office	298.00	350.00	Yes
Meeting on site	355.00	400.00	Yes
Additional Officer	60.00	-	Yes
Follow up	54.00	-	Yes
<u>Listed Building Householder</u>			
Written	104.00	125.00	Yes
Meeting in office	270.00	300.00	Yes
Meeting on site	325.00	350.00	Yes
Follow up	54.00	-	Yes
Listed Buildings - urgent structural advice	no charge		n/a

Other Planning fees and charges	2012/13 charge	2013/14 charge	Does the charge include VAT?
	£	£	
Documents provided under Local Government Access to Information Act 1985	10p a sheet plus £25 per hour if job	10p a sheet plus £25 per hour if job	Yes
Documents - TPO, BPN, LB	hour if job	hour if job	
Planning & Building Regulation Decision Notices	exceeds 1 hour	exceeds 1 hour	
Uttlesford Local Plan Adopted 2005	25.00	25.00	Yes

Refuse Collection & Recycling	2012/13 charge £	2013/14 charge £	Does the charge include VAT?
Bulky waste	14.00	14.50	No
<u>Trade Waste</u>			
Trade sacks (3 cubic feet)	1.65	1.72	No
Trade tape rolls (12 rolls = 360 sacks)	39.84	41.43	No
Green Cardboard Recycling Tape	15.80	-	No
Bins 240 litres	4.49	4.67	No
Bins 660 litres	10.26	10.67	No
Eurobins 1100 litres	15.97	16.61	No
Light Containers - 12 cubic yarc	115.43	120.05	No
Heavy Containers - 12 cubic yarc	181.43	188.69	No
Kerbside Garden Collection	40.00	40.00	No

Saffron Walden Offices	2012/13 charge £	2013/14 charge £	Does the charge include VAT?
Room hire - committee room (per hour)	54.00	55.20	Yes
Room hire - Council Chamber (per hour)	72.00	73.50	Yes
Refreshments - per 10 people	12.00	12.00	Yes

Print Room	2012/13 charge £	2013/14 charge £	Does the charge include VAT?
Printing services for town & parish councils voluntary organisations, clubs & societies Hourly charge. Materials charged on top. Addition of VAT varies depending on what is being printed.	35.00	35.00	Varies

Sports Development	2012/13 charge £	2013/14 charge £	Does the charge include VAT?
Nordic Walking drop in weekly	4.00	5.00	No
Nordic Walking 4 week courses	20.00	39.00	No