

Meeting of:	Shared Regulatory Services Joint Committee
Date of Meeting:	Tuesday, 14 December 2021
Relevant Scrutiny Committee:	Homes and Safe Communities
Report Title:	Shared Regulatory Services Fees and Charges 2022-23
Purpose of Report:	To advise the Joint Committee of the proposed fees and charges for services delivered within the Shared Regulatory Service (SRS) for 2022-23
Report Owner:	Miles Punter - Director of Environment and Housing Services
Responsible Officer:	Dave Holland - Head of Shared Regulatory Services
Elected Member and Officer Consultation:	No Elected Members have been consulted. The following officers have been consulted:- <ul style="list-style-type: none"> • Assistant Director, Cardiff Council, • Chief Officer Legal, Regulatory and Human Resources, Bridgend County Borough Council
Policy Framework:	This is matter delegated to the Joint Committee
<p>Executive Summary:</p> <ul style="list-style-type: none"> • The report sets out the proposed fees to be charged by SRS in the 2022-23 financial year, for a range of licensing and other services. The Joint Committee is asked to approve the recommendations made with respect to the setting of those fees for which it has responsibility. • For completeness, the report also sets out fees which SRS will be required to charge during the 2022-23 financial year but which are set by external bodies such as the Association of Port Health Authorities and the UK and Welsh Governments. 	

Recommendations

1. The Joint Committee is asked to consider the SRS charging and fee proposals, as set out in this report, and agree to their implementation from 1st April 2022.

Reasons for Recommendations

1. The report reviews fees and charges for 2022-23. Part One of the Annex to this report itemises those fees within the remit of the Joint Committee. In broad terms, this includes all fees *apart* from Alcohol, Gambling, and Taxi licensing, Additional Licensing Scheme charges for Houses in Multiple Occupation and consents issued under the Local Government Act 1982.

In addition to the above charges which are set locally, others (as set out in Part Two of the Annex) are set through voluntary regional or national arrangements, or reflect the statutory regimes set by Welsh and UK Governments.

1. Background

- 1.1 The fees and charges adopted by the Shared Regulatory Service in previous years have reflected a continual process of harmonisation in the licensing regimes operated across the three local authority areas.
- 1.2 Across all three partner authorities, 'income generation' has been identified as a core work stream in Corporate Planning processes and is recognised as a method of ensuring continuing provision of services in the face of budgetary pressures. The core business case for the SRS identifies the potential for increases in income to exploit new sources of revenue and increase the yield from existing sources.
- 1.3 This approach was endorsed by the Wales Audit Office in its 'Delivering with Less – Environmental Health Services' follow-up review reports for each of the three partner authorities. One of the auditors' proposals for improvement for delivery of services is that 'the Councils should investigate further possibilities for commercialisation and income generation....in order to provide financial capacity if funding reduces in the future'.
- 1.4 While these guiding principles remain in place for the longer term, regard must also be had for the continuing impact of the COVID 19 pandemic on economic prosperity and the delivery of local authority services when setting fees and charges in the 2022-23 financial year.
- 1.5 The fees and charges set out in this report aim to strike a balance between these considerations, whilst at the same time ensuring that they are transparent, proportionate and compliant with statutory legislation. It is proposed that the new fees take effect from 1st April 2022.

2. Key Issues for Consideration

- 2.1** Where any fees charged result in a surplus, that surplus must be used to reduce the fees charged in the following year. It is possible to extend the reinvestment of the surplus over more than one year, but this will need careful consideration about whether contributors may leave the licensing system over that period and therefore lose out on the return.
- 2.2** Deficits can similarly be recovered, although where there is a significant deficit, councils may want to consider how recovery can be undertaken over more than one year so as not to financially harm otherwise viable businesses.
- 2.3** To ensure that fees remain reasonable and proportionate the SRS has established a regular review process and reports the findings to the Joint Committee in the form of this annual fees report. These annual reviews will allow for the fine tuning of fees and put in place steps to avoid either a surplus or deficit accumulating in future years.
- 2.4** As part of this annual fee setting process, reference is always made to the Consumer Prices Index (CPIH) for the previous August when setting the rate of increase, and this is consistent with a range of governmental fees and benefits. The CPIH for August 2021 was 3% (compared with a rate of just 0.5% in August 2020).
- 2.5** During the course of the coming year, SRS will continue to explore additional areas where charges may be levied for the provision of services. In the case of charges based on officer time, a rate of £67 an hour, to include overheads, will be used.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

3.1 The Well-being of Future Generations Act requires the SRS to underpin decision making by contributing to the seven well-being goals of the Act, following the five ways of working, and consequently undertaking actions that will have a positive impact on people living in the future as well as those living today. Consequently, SRS seeks to work in the following ways:

- Looking to the long term
- Taking an integrated approach;
- Involving a diversity of the population in the decisions affecting them;
- Working with others in a collaborative way to find shared sustainable solutions
- Acting to prevent problems from occurring or getting worse.

3.2 The fundamental purpose of the SRS (here defined as trading standards, environmental health and licensing) is to protect residents, consumers, businesses and communities. The broad range of responsibilities can make it difficult to demonstrate succinctly their impact and value in terms of the wellbeing; the SRS Business Plans provide members with greater detail and articulate how those statutory responsibilities, and subsequent activities, contribute toward wellbeing across the region. This update report reflects some of the activities undertaken in recent months to promote the sustainable development principle.

4. Resources and Legal Considerations

Financial

4.1 For the 2021-22 financial year, SRS fees and charges were kept at a standstill with no increases applied to those in place in the 2020-21 financial year. This was entirely consistent with the prevailing 0.5% CPIH at the time, and recognised the extreme financial pressures faced by many businesses as a result of the various periods of lockdown.

4.2 For 2022-23, it is proposed that the locally set fees and charges set out in Part One of the Annex to this report are adopted, these having been derived from the application of a 3% inflationary increase, in line with the CPIH of August 2021.

Employment

4.3 There are no immediate employment implications associated with this report.

Legal (Including Equalities)

4.4 There are no immediate legal implications associated with this report.

5. Background Papers

Appendices:

- Annex: Schedule of proposed SRS fees and charges 2022-23

SHARED REGULATORY SERVICES CHARGES 2022-23

Part One – Fees set by the SRS Joint Committee

Animal related licensing – fees 2022-23

	Bridgend and Vale fee	Notes	Cardiff fee	Notes
Riding Establishments	£294.00	Plus full Veterinary costs	£505.00	Inclusive of vet fee
Dangerous Wild Animals (2yr Licence)	£425.00	Inclusive of one Veterinary inspection, but any other Veterinary costs are payable in full	£516.00	Inclusive of vet fee
Animal Boarding Establishment	£217.00	Plus full Veterinary costs if incurred	£308.00	Inclusive of vet fee
Animal Boarding Establishment (Home Boarding)	£132.00	Plus full Veterinary costs if incurred	£109.00 (2 animals)	Plus full Veterinary costs if incurred
Dog Breeding Establishment	£217.00	Plus full Veterinary costs if incurred	£331.00	Inclusive of vet fee
Pet Shops	£217.00	Plus full Veterinary costs if incurred	£383.00	Inclusive of vet fee
Performing Animals	£115.00	Plus full Veterinary costs	£49.00	Plus full Veterinary costs
Zoo	£1112.00	Plus full Veterinary costs	£1105.00	Plus full Veterinary costs

Dog Warden Services

	Fee 2022-23	Notes
Dog Collection Fee	£46.00	Plus any kennelling and veterinary charges incurred

PEST CONTROL – Vale of Glamorgan only

Domestic Premises

	2022-23 Charges	
	<u>Standard Charge</u>	<u>Benefit Recipients</u>
Rats (Outside)	£57.00	£28.50
Rats/ Mice (Inside) Bedbugs, Cockroaches	-	-
Rats/ Mice (Inside)	£57.00	£28.50
Bedbugs, Cockroaches	£62.00	£31.00
Rats (6 month Domestic Contract)	£124.00	N/A
Rats (6 month contract as addition to initial treatment)	N/A	N/A
Wasps (Treatment & Removal of Nest)	£72.00	£36.00
Wasps (Treatment Only)	£52.00	£26.00
Flies (cluster flies)	£72.00	£36.00
Other Nuisance Pests (Spray Treatment) Fleas, Carpet beetles etc.) Single Floor	£82.00	£41.00
Whole House (up to 3 bedrooms)	£108.00	£54.00
Whole House (4/5 bedrooms)	£144.00	£72.00
Whole House (6/7 bedrooms)	£176.00	£88.00
Whole House as above + (each additional 2 bedrooms)	£36.00	£18.00
Advice and installation of Flea Trap	£35.00	£17.50
Call out charge for aborted call	£30.00	£15.00

Commercial Premises

Rats, Mice	2022-23 charges
(First hour/part thereof)	£61.00
(Additional half hourly increments)	£32.00
Contract Price (6 month minimum) per hour	£44.00

*A 25% reduction in commercial charges will be made for Registered Charities

*Internal Recharges will apply for other Council Departments

Requests for Information and Services

	2022-23 Charges	Notes
Request for information on Contaminated Land	£26.00	Plus hourly rate for complex, detailed requests large areas of land
Request for Petroleum file information	£114.00 Commercial £79 non Commercial	
Request for Noise Attenuation Tests (other than as part of a statutory nuisance investigation)	£67 per hour	Full costs based on officer time and overheads
Request from Solicitors or other bodies for information in the preparation of civil cases	£67 per hour	Full costs based on officer time and overheads
Request for the inspection of houses to ascertain accommodation suitability, fitness etc.	£67 per hour	Full costs based on officer time and overheads

Note: The Service also undertakes Works in Default for breach of section 80, noise abatement notices (e.g. deactivating property alarms and vehicle alarms). These charges vary according to circumstances.

Primary Authority and Bespoke Business Advice

	Charges 2022-23	Notes
Primary Authority Partnerships – hourly rate	£67 per hour	Full costs based on hourly rate and overheads.
Bespoke business advice	£67 per hour	Full costs based on hourly rate and overheads.
Bespoke training for businesses / staff update sessions	POA- cost dependant on nature of training and size of group	

Food Safety

	Fee 2022-23	
Issue of a Food Export Certificate (also known as a 'Health Certificate')	£67.00	For food businesses wishing to export foodstuffs outside the EU

Port Health - Freshwater Analysis

Type of sample	Analysis	Number of Sampling points	Sample Cost 2022-23	Labour Cost (per visit)* 2022-23
Drinking Water	Aerobic Colony Counts, E.coli & Coliforms	2	£25.00	£67.00
Legionella	Legionella sp	2	£60.00	£67.00
Chemical analysis	Various physio/chemical parameters	1	£146.00	£67.00

**Labour cost not applied if ship already being visited.
Extra charges may be added for exceptional costs such as launch hire*

Approval of venues for marriage and civil partnerships

	Fee 2022-23
Application fee for the approval of a venue for marriage and civil partnership	£1087.00

Scrap Metal Dealer Licensing

	Fees 2022 - 23
Scrap Metal Dealer Site Licence	£366.00
Renewal of SMD Site Licence	£366.00
SMD Site Licence Variation	£182.00
Scrap Metal Dealer Collector Licence	£180.00
Renewal of SMD Collector Licence	£164.00
Scrap Metal Dealer Licence Variation	£182.00
Scrap Metal Dealer Copy Licence	£15.00

Housing Act 2004, Part 1 (Bridgend & Vale

	Fee 2022 – 23
Statutory HMO Licence Grant (5 year licence)	£659.00
Statutory HMO Licence renewal (5 year licence)	£546.00

Housing Act 2004, Section 49

A local housing authority may make such reasonable charge as they consider appropriate as a means of recovering certain administrative and other expenses incurred by them in service of a range of Notices under the Act

	Fee 2022 – 23
Power to charge for certain enforcement action	£157.00 plus any additional costs incurred in relation to reports required from specialist contractors as part of the decision to serve the notice

Mobile Home Parks - Charges for Site Licence and Enforcement – fees 2022-23

	Small Site (1-10 Homes)	Medium Site (11- 49)	Large Site (+50)	Fee per pitch inspection	Enforcement
New Site	£634.00	£662.00	£702.00	£5.77	
Existing Site /Renewal	£537.00	£537.00	£537.00	£5.77	
Vary Licence Condition	£297.00	£297.00	£297.00		
Lodging Rules	£70.00	£70.00	£70.00		
Replacement licence	£6.90 plus postage	£6.90 plus postage	£6.90 plus postage		
Fixed penalty notice					£79.00
Compliance Notice					£160.00

Radon Monitoring

Carried out a rate of £21 per radon monitor, plus £67 an hour to cover officer time and overheads

Soil Sampling

Analysis	Charge
Basic Chemical Analysis Suite, comprising of Heavy Metals/pH (up to 10), Asbestos screen, PAH (EPA 16) and Basic TPH	£56 plus officer time at £67 per hour
Any additional testing requirements	Will vary, based on specific quotations provided by the approved laboratory

Part Two – Fees set externally

WEIGHTS AND MEASURES FEES 2022-23 (Set by the Cymru Group Joint Notified Body)

Activity	Net Cost	Fee Subject to addition of VAT
A. Measuring Instruments Directive		
In order to reflect additional costs associated with examination, testing and documentation, and maintenance of MID notified body status, certain classes of instrument covered by MID should be subject to additional charges, as follows:		
<ul style="list-style-type: none"> Automatic discontinuous totalisers, automatic rail weighbridges, automatic catchweighers, automatic gravimetric filling instruments and beltweighers Cold water meters 	No extra charge	Yes
<ul style="list-style-type: none"> Measuring instruments for liquid fuel and lubricants Measuring instruments for liquid fuel delivered from road tankers 	10% surcharge	Yes
<ul style="list-style-type: none"> Capacity serving measures Material measures of length 	25% surcharge	Yes
Note: Fees increase for initial MID conformity assessment, but not subsequent re-verification.		

Activity	Net Cost 2022-22	Fee Subject to addition of VAT
B. Special Weighing and Measuring Equipment		
<p>Examining, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment at the place where the service is provided. Such types of equipment, specifically excluded from tables (C) to (I) below, include: Automatic or totalising weighing machines</p> <ol style="list-style-type: none"> Equipment designed to weigh loads in motion Bulk fuel measuring equipment tested following a Regulation 65 or 66 occurrence under the 1983 Regulations or Regulation 23 to 24 occurrence under the 1988 Regulations Weighing or measuring equipment tested by means of statistical sampling The establishment of calibration curves from templates 	£ 93.86 per hour	Yes, unless <ol style="list-style-type: none"> Under the Measuring Instruments (EEC Requirements) Regulations 1988 In pursuance of a Community obligation other than under (1)

5. Templates graduated in millilitres		
6. Testing or other services in pursuance of a Community obligation other than EC initial or partial verification		
C. Weights		
Weights Full hourly rate for first hour thereafter £43.57ph	£ 93.86 per hour (N.B. discount)	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
D. Measures		
Linear measures not exceeding 3m, for each scale	£11.69 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Capacity measures, without divisions, not exceeding 1 litre	£9.23 each	Yes
Cubic ballast measures (other than brim measures)	£206.68 each	Yes
Liquid capacity measures for making up and checking AQ packages	£32.67 each	Yes
Templates		
Per scale - first item	£56.80each	Yes
Second and subsequent items	£21.49 each	Yes
E. Weighing Instruments		
Non-NAWI (Non-EC)		
Not exceeding 1 tonne	£74.19 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Exceeding 1 tonne to 10 tonne	£120.18 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Exceeding 10 tonnes	£251.00 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Certification of Weighbridge Operators	£93.86 per hour	No VAT. Minimum charge of half an hour.

NAWI (EC)		
Not exceeding 1 tonne	£123.50 each	Yes
Exceeding 1 tonne to 10 tonne	£191.12 each	Yes
Exceeding 10 tonnes	£418.38 each	Yes
When testing instruments incorporating remote display or printing facilities, and where completion of the test requires a second person or a second series of tests by the same person, an additional fee may be charged	50% Surcharge	Yes
Note: When supplying specialist equipment (including but not limited to weighbridge test unit, van and test weights, etc.) an additional fee may be charged hourly, daily or per appointment, according to circumstance		
F. Measuring Instruments for Intoxicating Liquor		
Not exceeding 150ml	£20.36 each	Yes
Other	£23.53 each	Yes
G. Measuring Instruments for Liquid Fuel and Lubricants		
Container type (not subdivided)	£85.30 each	Yes
Single/multi-outlets (nozzles) a) First nozzle tested, per site b) Each additional nozzle tested	£139.14 each £85.48 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Testing of peripheral electronic equipment on a separate visit (per site)	£93.86 per hour	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Testing of credit card acceptor (per unit, regardless of no. of slots/nozzles/pumps)	£ 93.86 per hour	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
H. Road Tanker Fuel Measuring Equipment (Above 100 Litres)		
Meter measuring systems		

Wet hose with two testing liquids	£ 298.65 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Wet hose with three testing liquids	£348.43 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Dry hose with two testing liquids	£331.79 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Dry hose with three testing liquids	£381.76 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Wet/dry hose with two testing liquids	£464.55 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Wet/dry hose with three testing liquids	£496.61 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
7. Certificate of errors		
For supplying a certificate containing results of errors found on testing (certificate supplied upon request of the submitter; fee applies when no other fee is payable).	£ 60.52	Yes

Angling/Fishing Scales Calibrated in Metric Units (inclusive of VAT)	£12.88	Note: this is outside the JNB set of fees above
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Food Safety

	2022 – 23 charge*	
Request for re-rating inspection under the Wales Food Hygiene Rating Scheme	£180.00	*The 2022 – 23 charge is due to be set by the Environmental Health Wales Group and is consistent across all Welsh authorities

Ship Sanitation Certificate Charges

The cost of a Ship Sanitation Certificate depends on the vessel's gross tonnage:

Gross Tonnage	2022-23 Charges
Up to 1000	£105.00
Up to 1001 to 3000	£140.00
3,001 – 10,000	£210.00
10,001-20,000	£270.00
20,001-30,000	£345.00
Over 30,000	£405.00
Extension	£75.00

With the exception of:

Vessels with the capacity to carry between 50 and 1000 persons - £405
Vessels with the capacity to carry more than 1000 persons - £690

Extra charges may be added for exceptional costs such as launch hire, length journeys to the port or laboratories, out of hour visits and samples taken

Extra charges, based on actual costs, may be added for exceptional costs such as launch hire, out-of-hours duty, travel and re-inspections of ships subject to control measures.

*** Note – Ship sanitation certificate charges are set by the Association of Port Health Authorities.**

FEES FOR PRIVATE WATER SAMPLES 2022-23

Prescribed by the Private Water (Wales) Regulations 2017

RISK ASSESSMENT

Risk assessment Fee

£65 per hour up to a statutory maximum of

- **£700 for commercial premises / public supply (regulation 9 supply)**
- **£300 for single domestic / rented accommodation (regulation 10 / 11 supply)**

SAMPLING

Cost based on officer time and mileage

£65 per hour, up to the statutory maximum of £100.00

INVESTIGATION

Cost based on officer time

£65 per hour, up to the statutory maximum of £250.00

GRANTING AN AUTHORISATION

Cost based on officer time

£65 per hour, up to the statutory maximum of £100.00

ANALYSING A SAMPLE

Taken under Regulation 13

£25.00

Taken during check monitoring

£110.00

Taken during audit monitoring

£600.00

(NOTE THAT THE ACTUAL COST CHARGED WILL BE DEPENDANT ON SUITE OF ANALYSIS REQUIREMENT)

Petroleum Storage Certificate Fees 2022-23

Storage under the Petroleum (Consolidation) Regulations 2014; fees prescribed by the Health and Safety and Nuclear (Fees) Regulations 2021

Duration of Certificate	Band 'A' : Petroleum Spirit not exceeding 2,500 litres	Band 'B' : Petrol exceeding 2,500 but not 50,000 litres	Band 'C' : Petrol exceeding 50,000 litres
a) 1 Year Fee	£45.00	£61.00	£128.00
(b) 2 Year Fee	£90.00	£122.00	£256.00
(c) 3 Year Fee	£135.00	£183.00	£384.00
(d) 4 Year Fee	£180.00	£244.00	£512.00
(e) 5 Year Fee	£225.00	£305.00	£640.00
(f) 6 Year Fee	£270.00	£366.00	£768.00
(g) 7 Year Fee	£315.00	£427.00	£896.00
(h) 8 Year Fee	£360.00	£488.00	£1024.00
(i) 9 Year Fee	£405.00	£549.00	£1152.00
(j) 10 Year Fee	£450.00	£610.00	£1280.00

Fees payable in respect of applications for the granting and transfer of Explosives Licences

Prescribed by the Health and Safety and Nuclear (Fees) Regulations 2021

Type of application	Duration	Fee 2021-22
Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed	1 year	£189
	2 years	£248
	3 years	£311
	4 years	£382
	5 years	£432
Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	1 year	£88
	2 years	£150
	3 years	£211
	4 years	£272
	5 years	£333
Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	1 year	£111
	2 years	£144
	3 years	£177
	4 years	£211
	5 years	£243
Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	1 year	£55
	2 years	£88
	3 years	£123
	4 years	£155
	5 years	£189

Fees payable in respect of variation to Explosives Licences

Variation	Fee 2021-22
Varying the name of licensee or address of site	£37
Any other kind of variation	Reasonable cost to the licensing authority of having the work carried out
Transfer of licence	£37
Replacement of licence if lost	£37

Licence to sell fireworks all year round

Prescribed by the Fireworks Regulations 2004

	2022 – 23 charge
Licence to sell fireworks all year round*	£500

*All year round licence to sell isn't required if sales of fireworks are restricted to one of more of the following - Chinese New Year and three days prior, Diwali and three days prior, between 15 October and 10 November; and between 26 to 31 December (New Year).

Environmental Permitting Charges

Section 1: LAPPC (Part B) charges

Type of charge	Type of Activity	2021-22 Fee
Application Fee	Standard Activity	£1629
	Mobile plant	
	First & second applications	£1629
	Third to seventh applications	£972
	Eighth and subsequent applications	£492
	Mobile plant falling within Annex 1 of fees and charges scheme	£355
	Combined Part B and waste application for any of above	Add £274 to above amounts
	Reduced fee activities	
	Vehicle refinishers	£355
	Any Annex 1 reduced fee activity (from 1 st October 2015)- any applications received prior to this date which fall in this category will be charged the standard Part B fee)	£355
	PVR I & II combined	£252
	Dry cleaning, small waste oil burners & dry cleaners	£152

Type of charge		2021-22 Fee			
Annual Subsistence Charge	Standard Activity Combined Part B and waste installation add	Low £762	Med £1145	High £1723	
		£102	£153	£203	
	Reduced fee activities				
	Annex1 activities	£223	£359	£542	
	Vehicle Refinishers	£223	£359	£542	
	<i>Dry Cleaning, PVRI</i>	£76	£155	£232	
	PVR I & II	£111	£222	£333	
	Mobile Plant				
	First & second permits	£637	£1020	£1530	
	Third to seventh permits	£381	£610	£914	
	Eighth & subsequent permits	£195	£311	£467	
	Part B installation subject to reporting under e-PRTR	Add £102 to risk assessed fee			
	Late Payment fee	£51			

Type of charge		2021-22 Fee
Transfer & Surrender	Standard activity transfer	£167
	Standard activity partial transfer (for annex 1 activities, this charge applies up to 1 st October 2015)	£491
	Reduced fee activity transfer	£0
	Reduced fee activity partial transfer (for annex 1 activities, this charge applies from 1 st October 2015)	£46
	Surrender: all Part B activities	£0
Substantial Change	Standard activity	£1037
	Standard activity where substantial change results in new EPR activity	£1629
	Reduced fee activities (for annex 1 activities, this charge applies from 1 st October 2015)	£101

LAPPC mobile plant charges

Fee payable for each permit to operate mobile plant

Number of authorisations	Application fee 2021-22
1 (1 st permit)	£1629
2 (2 nd permit)	£1629
3 (3 rd permit)	£972
4 (4 th permit)	£972
5 (5 th permit)	£972
6 (6 th permit)	£972
7 (7 th permit)	£972
8 and over	£492

	Subsistence fee 2021 – 22		
	Low	Med	High
1 st permit	£637	£1020	£1530
2 nd permit	£637	£1020	£1530
3 rd permit	£381	£610	£914
4 th permit	£381	£610	£914
5 th permit	£381	£610	£914
6 th permit	£381	£610	£914
7 th permit	£381	£610	£914
8 th & subsequent	£195	£311	£467

Section 2: LA-IPPC (Part A2) charges

NB – every subsistence charge in the table below includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation.

Type of charge	2021-22
Application (if part B activity also carried out, add sum of Part B fee to A2 activity fee)	£3318
Annual Subsistence LOW	£1426
Annual Subsistence MEDIUM	£1588
Annual Subsistence HIGH	£2304
Substantial Variation (under reg 20) If this results in a change in operation which meets thresholds for A2 or SWIP add	£1350 £3318
Transfer	£233
Partial transfer	£689
Surrender	£689

Key

Subsistence charges can be paid in four equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by **£37.00**. There is no extra fee payable to the NRW where quarterly payments are made.

A late payment fee of **£51.00** will apply when an invoice remains unpaid 8 weeks from the date the invoice was issued.

Newspaper advertisements

Newspaper adverts may be required under EPR at the discretion of the LA as part of the consultation process when considering an application (see Chapter 9 of the General Guidance Manual). This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to recoup its costs

Note

During the course of the year, SRS will continue to explore additional areas where charges may be levied for the provision of services. In the case of charges based on officer time, a rate of £67 an hour, to include overheads, will be used