

# DAVENTRY DISTRICT COUNCIL

## REGISTER OF FEES & CHARGES 2020/21

Approved at SMT on 17/02/2020

	Pages
Business Team	2-3
Community Team	4-5
Resources Team	6

### VAT Code Key

Code	Description	Rate
SO	Standard Output Tax	20
ZO	Zero Output Tax	0
YO	Outside the scope / non business	0
EO	Exempt Output Tax	0

Edition: 16th  
Version 1/2021  
Latest Version: 05/02/2020



Development Briefs/Concept Statements	Everdon (October 2019)	£16.00	N	ZO	£16.00		
	Flore (June 2018)	£16.00	N	ZO	£16.00		
	Grand Union/Oxford Canal	£7.25	N	ZO	£7.25		
	Harlestone (July 2017)	£16.00	N	ZO	£16.00		
	Kilsby (December 2018)	£16.00	N	ZO	£16.00		
	Little Everdon (October 2019)	£16.00	N	ZO	£16.00		
	Moulton (July 2017)	£16.00	N	ZO	£16.00		
	Pitsford (October 2019)	£16.00	N	ZO	£16.00		
	Scaldwell	£7.25	N	ZO	£7.25		
	Staverton	£16.00	N	ZO	£16.00		
	Weedon (October 2018)	£16.00	N	ZO	£16.00		
	SPG/SPG not listed below	£14.00	N	ZO	£14.00		
	Sustainability Appraisal	£14.00	N	ZO	£14.00		
	Report on Consultation	£14.00	N	ZO	£14.00		
	Other Supplementary Planning Documents / Guidance	Biodiversity	£14.00	N	ZO	£14.00	
		Housing Supplementary Planning Document (July 2017)	£14.00	N	ZO	£14.00	
		Infrastructure and Developer Contributions (Oct 2013)	£14.00	N	ZO	£14.00	
		Daventry Conservation Area shop Front Design Brief	£2.50	N	ZO	£2.50	
		Daventry Design Codes	£14.00	N	ZO	£14.00	
		Daventry Design Codes CD	£14.00	N	ZO	£14.00	
Designing House Extensions		£2.50	N	ZO	£2.50		
Church Brampton Design Guide		£2.50	N	ZO	£2.50		
Design and Location of Agricultural Buildings		£2.50	N	ZO	£2.50		
DIRFT Expansion Design Guide		£20.00	N	ZO	£20.00		
DIRFT Expansion Design Guide CD		£14.00	N	ZO	£14.00		
Braunston Canal Strategy		£2.50	N	ZO	£2.50		
Statements of consultation for any of above (where produced)		£7.50	N	ZO	£7.50		
Sustainability Appraisals for any of above (where produced)		£7.50	N	ZO	£7.50		
Self Build and Custom Build Housing	Part 1 - Initial Application	£17.50	N	ZO	£17.50		
	Part 2 - Annual Fee	£7.75	N	ZO	£7.75		
Car Parking	<b>Parking Permits</b>						
	<b>Parking Permits set individually</b>						
	Parking Charge Daventry Country Park	£2.00	N	YO	£2.00	Daily Charge 08:00 to 20:00 applies all year	
	First Residents Exemption Permit from 1/4 to 31/3	£20.00	N	YO	£20.00	Annual Charge	
	Subsequent Resident's Exemption Permit - per month	£27.00	N	YO	£27.00		
	Additional Residents Exemption Permits from 1/4 to 31/3	£324.00	N	YO	£324.00	Annual Charge	
	Business Loading Permit from 1/4 to 31/3	£324.00	N	YO	£324.00	Annual Charge	
	Business Loading Permit - per month						
	Reserved Parking Permit from 1/4 to 31/3	£804.00	N	YO	£804.00	Annual Charge	
	Reserved Parking Permit Per month	£67.00	N	YO	£67.00		
	Temporary Permits	£19.00	N	YO	£19.00	Per vehicle for up to 4 weeks	
	Annual Band N Season Ticket (Country Park)	£72.00	N	YO	£72.00	Valid 1/4 to 31/3	
	All areas permit and special exemption permits	£0.00	N	YO	£0.00		
	Administration charge for change of details on permits	£20.00	N	YO	£20.00		
	Parking Fines	£50-£70	N	YO	£50-£70	Dependant upon contravention. (Rates set by Central Government)	
Skip Permit	£27.00	N	YO	£27.00	per skip for up to 4 weeks		
Recovery Charge	£180.00	N	YO	£180.00			
Rainsbrook Crematorium	Crematorium Fees				<a href="http://www.rainsbrookcrematorium.co.uk/info/2/arranging_a_cremation/5/fees_and_charges">http://www.rainsbrookcrematorium.co.uk/info/2/arranging_a_cremation/5/fees_and_charges</a>		
Building Control	Building Control Fees				<a href="https://www.warwickdc.gov.uk/info/20375/building_regulations">https://www.warwickdc.gov.uk/info/20375/building_regulations</a>		

		COMMUNITY TEAM						
		FEES AND CHARGES 2020/21						
		2020/21 Fees						
Description		Net	Vatable	VAT Code	Gross	Comments		
CUSTOMER SERVICES FEES AND CHARGES	Photocopying and Stationery	Photocopying A4 single sided	£0.07	Y	SO	£0.08	Copies of own source material	
		Photocopying A4 double sided	£0.13	Y	SO	£0.15	Copies of own source material	
		Photocopying A3 single sided	£0.08	Y	SO	£0.10	Copies of own source material	
		Photocopying A3 double sided	£0.15	Y	SO	£0.18	Copies of own source material	
		Photocopying A4 single sided - colour	£0.10	Y	SO	£0.12	Copies of own source material	
		Photocopying A4 double sided - colour	£0.17	Y	SO	£0.20	Copies of own source material	
		Photocopying A3 single sided - colour	£0.13	Y	SO	£0.15	Copies of own source material	
		Photocopying A3 double sided - colour	£0.19	Y	SO	£0.23	Copies of own source material	
		Laminating A4	£0.79	Y	SO	£0.95		
		Laminating A3	£1.54	Y	SO	£1.85		
Daventry Country Park	Fees for up to 12 hours	£2.00	N	YO	£2.00	Set as per the Car Parking Order.		
	Installation and administration fee for commemoration programme	£64.00	Y	SO	£76.80			
	Country Park Facility Hire	TBC	-			Price on application		
Summer Activities	Country Park Activities (aged 5 to 12)	£2.50	N	YO	£2.50	Further information is available in the Summer edition of Daventry Calling. Subject to availability		
PLANNING DEVELOPMENT CONTROL	Planning Portal	Planning Application Fees	<a href="http://www.planningportal.gov.uk">http://www.planningportal.gov.uk</a>					
		Copy Planning Decision Note	£26.92	Y	SO	£32.30		
		Informal Searches	£126.92	Y	YO	£152.30	ie Planning History	
		Replies to Solicitors' Letters	£37.50	N	YO	£37.50	One question only	
		Replies to Solicitors' Letters	£28.60	N	YO	£28.60	per question if more than one	
		Photocopy A4 (Planning - 1st copy)	£3.00	Y	SO	£3.60	First Copy (Planning document)	
		Photocopy A4 (Planning - subsequent copies)	£0.10	Y	SO	£0.12	Subsequent copies per sheet (Planning document)	
		Plans A3	£4.88	Y	SO	£5.85		
		Plans A2	£5.42	Y	SO	£6.50		
		Plans A1	£6.04	Y	SO	£7.25		
		Plans A0	£6.63	Y	SO	£7.95		
		Ordnance Survey extracts (up to 6 copies)	£23.33	Y	SO	£28.00		
		HOUSING OPTIONS	Choice Based Lettings	£82.00	N	YO	£82.00	
ENVIRONMENTAL HEALTH	Licensing	<a href="https://www.daventrydc.gov.uk/business/environmental-health/licensing/">https://www.daventrydc.gov.uk/business/environmental-health/licensing/</a>						
	Street Trading	Street Trading Consent (1 year duration)	£900	N	YO	£900		
	Taxi Licensing	Disclosure and Barring Service Check	£54.40	N	YO		Subject to review of charges, to be determined later in the year	
		Taxi Driver Knowledge Test	£40.00	N	YO		Subject to review of charges, to be determined later in the year	
	Taxi Licensing Drivers	Hackney Carriage / Private Hire driver licence - grant, 3 years	£168.00	N	YO		Subject to review of charges, to be determined later in the year	
		Hackney Carriage / Private Hire driver licence - grant, 1 year	£96.00	N	YO		Subject to review of charges, to be determined later in the year	
		Hackney Carriage / Private Hire driver licence - renewal, 3 years	£158.00	N	YO		Subject to review of charges, to be determined later in the year	
		Hackney Carriage / Private Hire driver licence - renewal, 1 year	£86.00	N	YO		Subject to review of charges, to be determined later in the year	
		Replacement badge	£18.00	N	YO		Subject to review of charges, to be determined later in the year	
	Taxi Licensing Vehicles	Vehicle Licence (Hackney Carriage & Private Hire) - grant, 1 year	£153.00	N	YO		Subject to review of charges, to be determined later in the year	
		Vehicle Licence (Hackney Carriage & Private Hire) - renewal, 1 year	£143.00	N	YO		Subject to review of charges, to be determined later in the year	
		Transfer of interest for vehicle licence	£115.00	N	YO		1/2021	
	Taxi Licensing Operators	Replacement vehicle plate (per plate)	£33.00	N	YO		Subject to review of charges, to be determined later in the year	
		Private Hire Operator licence - grant, 5 years	£223.00	N	YO		Subject to review of charges, to be determined later in the year	
		Private Hire Operator licence - grant, 1 year	£78.00	N	YO		Subject to review of charges, to be determined later in the year	
		Private Hire Operator licence - renewal, 5 years	£223.00	N	YO		Subject to review of charges, to be determined later in the year	
		Private Hire Operator licence - renewal, 1 year	£78.00	N	YO		Subject to review of charges, to be determined later in the year	
		Private Hire Operator licence - per vehicle check	£22.00	N	YO		Subject to review of charges, to be determined later in the year	
		Houses of Multiple Occupation	Standard HMO licence fee (for up to 5 units)	£755.25	N	YO	£755.25	HMO licence (or the renewal of an HMO licence) in respect of an HMO that has up to five units of living accommodation. Fee subject to review, charges to be determined later in the year.
	HMO licence - additional fee per unit (for 6 or more units)		£38.10	N	YO	£38.10	* To be added to the standard fee above for a HMO with 6 or more units. The fee is per additional unit.	
	Practical assistance with the completion of an application, including pre-application visit and/or advice.		Hourly Rate tbc price on application		N	YO		After an initial hour of free advice, a charge is made for assistance provided to potential applicants to support their application, including any visits to the property in question or assistance with the completion of paperwork.
	Missed or cancelled visit or inspection		£52.90	N	YO	£52.90	Charge when a licence applicant fails to attend a pre-arranged HMO inspection or cancels a pre-arranged inspection with less than 24 hours' notice	
	Service of an improvement notice		Hourly Rate tbc price on application		N	YO		Charge when DDC serves an Improvement Notice because conditions of the property require it
	Service of a Prohibition Order		Hourly Rate tbc price on application		N	YO		Charge when DDC serves a Prohibition Order because conditions of the property require it.
	Service of an Emergency Prohibition Order		Hourly Rate tbc price on application		N	YO		Charge when DDC serves an Emergency Prohibition Order because there is an imminent risk of serious harm to the health and safety of the occupier/s in all or part of the property.
	The use of Emergency Remedial Action		Hourly Rate tbc price on application		N	YO		Charge when DDC undertakes Emergency Remedial Action because there is an immediate risk of serious harm to the health and safety of the occupiers in all or part of the property. This will be in addition to any profession fees.
	Works in default		Hourly Rate tbc price on application		N	YO		Charge when DDC carries out works because the owner or landlord of the property has failed to comply with a statutory notice and, on its own, prosecution would not ensure the health and safety of the occupier/s
	Immigration and compliance Visit and Report		£211.58	Y	SO	£253.90	Charge when DDC is asked to provide a report on the suitability of a home to accommodate someone from abroad who is applying to reside in the UK	
	KENNELLING / STRAY DOGS	Houses of multiple occupation		<a href="https://www.daventrydc.gov.uk/business/environmental-health/housing-conditions/houses-of-multiple-occupation/">https://www.daventrydc.gov.uk/business/environmental-health/housing-conditions/houses-of-multiple-occupation/</a>				
		Kennelling / Stray Dogs	Stray dog fee - administrative element	£25.75	Y	SO	£30.90	
			Kennelling charge per day (inclusive of statutory charge and admin fee)	£60.17	Y	SO	£67.20	This fee is for a single day stay at kennels, each additional day will be charged at £10 per day (net). Subject to review.
			Dog Chipping	£17.04	Y	SO	£20.45	
		Health Improvement Misc	High Hedges Complaint	£382.50	Y	SO	£459.00	
			Health Certificate	£82.92	Y	SO	£99.50	
			Health Certificate (visit requested)	£154.67	Y	SO	£185.60	
			Food Hygiene re-rating	£200.00	Y	SO	£240.00	
			Contaminated Land Enquiry - Residential	£71.92	Y	SO	£86.30	
			Contaminated Land Enquiry - Commercial	£95.75	Y	SO	£114.90	
		Food and Safety Courses	Photocopying contaminated land per page	£3.00	Y	SO	£3.60	First Copy (Environmental Health Document)
			CIEH Foundation Food Safety	£56.67	Y	SO	£68.00	Price per person
			CIEH Foundation Food Safety (Refresher/flexible)	£39.58	Y	SO	£47.50	Price per person
			CIEH Intermediate Food Safety	£145.83	Y	SO	£175.00	Price per person
			CIEH Foundation HACCP	£56.67	Y	SO	£68.00	Price per person
	CIEH Foundation HACCP (Refresher/flexible)		£39.58	Y	SO	£47.50	Price per person	
	CIEH Intermediate HACCP		£145.83	Y	SO	£175.00	Price per person	
CIEH Foundation Occupational Health and Safety	£57.08		Y	SO	£68.50	Price per person		
CIEH Foundation Occupational Health and Safety (Refresher/flexible)	£40.00		Y	SO	£48.00	Price per person		
CIEH Intermediate Occupational Health and Safety	£149.17		Y	SO	£179.00	Price per person		
Pest Control Fees	CIEH Foundation Food Allergen Awareness	£56.67	Y	SO	£68.00	Price per person		
	CIEH Foundation Food Allergen Awareness (Refresher/Flexible)	£39.58	Y	SO	£47.50	Price per person		
	Rodent Treatment	£61.38	Y	SO	£73.65			
Fixed Penalty Notice Anti Social Behaviour	Insect Treatment	£61.38	Y	SO	£73.65			
	Retained fee (if site attended but treatment is unnecessary)	£22.88	Y	SO	£27.45			
	Anti-Social Behaviour - Failure to comply with a Community Protection Notice	£100.00	N	YO	£100.00	No discount available Legislation: Anti-Social Behaviour, Crime and Policing Act 2014		
Fixed Penalty Notice Anti Social Behaviour	Failure to pick up after your dog	£100.00	N	YO	£100.00	No discount available Legislation: Anti-Social Behaviour, Crime and Policing Act 2014 - Public Spaces Protection Order		
	Failure to put a dog on a lead when directed by an authorised officer	£100.00	N	YO	£100.00	No discount available Legislation: Anti-Social Behaviour, Crime and Policing Act 2014 - Public Spaces Protection Order		

		COMMUNITY TEAM						
		FEES AND CHARGES 2020/21						
Description		2020/21 Fees				Comments		
		Net	Vatable	VAT Code	Gross			
ENVIRONMENTAL HEALTH	Fixed Penalty Notice Responsible Dog Ownership	Failure to exclude a dog from designated children's play areas	£100.00	N	YO	£100.00	No discount available	Legislation: Anti-Social Behaviour, Crime and Policing Act 2014 - Public Spaces Protection Order
		Failure to keep dog/s on a lead in the designated dogs on lead area around the Visitor Centre/Café in Daventry Country Park	£100.00	N	YO	£100.00	No discount available	Legislation: Anti-Social Behaviour, Crime and Policing Act 2014 - Public Spaces Protection Order
		Failure to provide at the request of an authorised officer the means to pick up after a dog	£100.00	N	YO	£100.00	No discount available	Legislation: Anti-Social Behaviour, Crime and Policing Act 2014 - Public Spaces Protection Order
	Fixed Penalty Notice Waste Management	Flytipping	£400.00	N	YO	£400.00	Charge with early payment discount £300	Legislation: Environmental Protection Act 1990
		Failure to produce authority to transfer waste	£300.00	N	YO	£300.00	Charge with early payment discount £180	Legislation: Clean Neighbourhoods and Environment Act 2005
		Failure to produce waste transfer documents	£300.00	N	YO	£300.00	Charge with early payment discount £180	Legislation: Clean Neighbourhoods and Environment Act 2005
		Duty of Care Offences	Up to £400	N	YO	Up to £400	Charge with early payment discount £300	Legislation: Environmental Protection (Miscellaneous Amendments)(England and Wales) Regulations 2018
	Fixed Penalty Notice Litter	Littering	£150.00	N	YO	£150.00	Charge with early payment discount £100	Legislation: Environmental Protection Act 1990
		Fly Posting	£150.00	N	YO	£150.00	Charge with early payment discount £100	Legislation: Environmental Protection Act 1990
		Graffiti	£150.00	N	YO	£150.00	Charge with early payment discount £100	Legislation: Clean Neighbourhoods and Environment Act 2005
		Unauthorised distribution of free printed matter	£150.00	N	YO	£150.00	Charge with early payment discount £100	Legislation: Environmental Protection Act 1990
		Abandoning a vehicle	£200.00	N	YO	£200.00	Charge with early payment discount £120	Legislation: Refuse Disposal Act 1978 as amended by the Clean Neighbourhoods and Environment Act 2005
	Fixed Penalty Notice Smoking	Smoking in a smoke free vehicle	£50.00	N	YO	£50.00	Charge with early payment discount £30	Legislation: Health Act 2006
		Failure of a person with management control for a private smokefree vehicle to stop a person from smoking (driver)	£50.00	N	YO	£50.00	Charge with early payment discount £30	Legislation: Health Act 2006
		Failure to display a non-smoking sign in a smoke free vehicle	£200.00	N	YO	£200.00	Charge with early payment discount £150	Legislation: Health Act 2006
Water	Private Water Supply (regulatory charge) per hour	£29.60	N	YO	£29.60	Hourly rate	Subject to review of charges, to be determined later in the year	
Permits	<b>Environmental Permitting Charging Scheme</b>	<a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/636243/env-permit-part-b-fees-2017.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/636243/env-permit-part-b-fees-2017.pdf</a>						

NOTES:  
Means Tested Benefit recipients are eligible for a 50% discount on the charge for the High Hedges procedure.

Eligible persons must be in receipt of one of the following benefits:  
Council Tax Reduction Scheme  
Housing Benefit  
Universal Credit  
Working Tax Credit  
Job Seekers Allowance (income based)  
Income Support/Pension Credit  
Disabled Persons Tax Credit  
Child Tax Credit

**RESOURCES TEAM**

**FEES AND CHARGES 2020/21**

	Description	2020/21			Gross	Comments
		Net	Vatable	VAT Code		
Accountancy	Sale of Audited Final Accounts	£48.10	N	ZO	£48.10	Hard Copy
Electons	Sale of Full Edited Electoral Register - electronic version	£20.00	Y	SO	£24.00	Plus £1.50 per thousand entries or part.
	Sale of Full Edited Electoral Register - paper version	£10.00	Y	SO	£12.00	Plus £5.00 per thousand entries or part.
	Sale of List of Overseas Electors - electronic version	£20.00	Y	SO	£24.00	Plus £1.50 per thousand entries or part.
	Sale of List of Overseas Electors - paper version	£10.00	Y	SO	£12.00	Plus £5.00 per thousand entries or part.
	Sale of Marked Register from previous elections - Electronic	£10.00	Y	SO	£12.00	Plus £1.00 per thousand entries or part.
	Sale of Marked Register from previous elections - Printed	£10.00	Y	SO	£12.00	Plus £1.00 per thousand entries or part.
Business Transformation	<b>Local Land Charge Fees</b>					
	Residential	£124.50	Y	SO	£144.90	CON29 vatable, LLC1 Non vatable
	Part II enquiries (each)	£21.00	Y	SO	£25.20	
	Solicitors extra questions	£21.00	Y	SO	£25.20	
	Industrial/Commercial	£192.50	Y	SO	£231.00	CON29 vatable, LLC1 Non vatable
	Part II additional enquiries	£21.00	Y	SO	£25.20	
	Search only (LLC1)	£23.00	N	YO	£23.00	
	Additional parcels of land	£16.40	Y	SO	£19.68	
	Personal search	Free	N	YO	Free	
	<b>Street Naming &amp; Numbering</b>					
	New development requiring numbering of properties	£264.20	N	YO	£264.20	Per street
		£15.90	N	YO	£15.90	Per property
	New development or conversion requiring number	£26.40	N	YO	£26.40	Per property
	New development or conversion requiring name	£26.40	N	YO	£26.40	Per property
Change of existing street name, and if necessary allocating changed or new numbers	£264.20	N	YO	£264.20	Per street	
	£15.90	N	YO	£15.90	Per property	
Change of property number	£26.40	N	YO	£26.40	Per property	
			1/2021			
	Change of property name or addition/removal of name to numbered property	£26.40	N	YO	£26.40	Per property
Revenues	Council Tax Summons Court Costs	£77.00	N	YO	£77.00	Subject to approval by HMCS
	NNDR Summons Court Costs	£125.00	N	YO	£125.00	
Governance	Public Path Orders - Fees					Minimum of £2,560 per application, with additional sums applicable depending on the requirements of each individual application.
	Copy of Tree Preservation Order	£18.42	Y	SO	£22.10	
Marketing & Communications	A4 advert in Daventry Calling magazine	£640.00	Y	SO	£768.00	Advertising in Daventry Calling is featured on an ad-hoc and discretionary basis and available to partnership organisations and businesses within
	1/2 A4 advert in Daventry Calling magazine	£354.42	Y	SO	£425.30	