

Fees and Charges

City Health & Wellbeing

	Proposed Charge 2020/21			Percentage Uplift	Comments if not increasing by 3%
Trading Standards Section					
Petroleum Enforcing Authority (PEA) Petroleum licence					
Band - Litreage	Annual Fee				
A - up to 2500					
1 Year	£44			0%	Statutorily Set
2 Years	£88			0%	Statutorily Set
3 Years	£132			0%	Statutorily Set
4 Years	£176			0%	Statutorily Set
5 Years	£220			0%	Statutorily Set
6 Years	£264			0%	Statutorily Set
7 Years	£308			0%	Statutorily Set
8 Years	£352			0%	Statutorily Set
9 Years	£396			0%	Statutorily Set
10 Years	£440			0%	Statutorily Set
B - 2500 - 50000					
1 Year	£60			0%	Statutorily Set
2 Years	£120			0%	Statutorily Set
3 Years	£180			0%	Statutorily Set
4 Years	£240			0%	Statutorily Set
5 Years	£300			0%	Statutorily Set
6 Years	£360			0%	Statutorily Set
7 Years	£420			0%	Statutorily Set
8 Years	£480			0%	Statutorily Set
9 Years	£540			0%	Statutorily Set
10 Years	£600			0%	Statutorily Set
C - Over 50000					
1 Year	£125			0%	Statutorily Set
2 Years	£250			0%	Statutorily Set
3 Years	£375			0%	Statutorily Set
4 Years	£500			0%	Statutorily Set
5 Years	£625			0%	Statutorily Set
6 Years	£750			0%	Statutorily Set
7 Years	£875			0%	Statutorily Set
8 Years	£1,000			0%	Statutorily Set
9 Years	£1,125			0%	Statutorily Set
10 Years	£1,250			0%	Statutorily Set
Manufacture and Storage of Explosives Regulations 2005					
Licence to store explosives where, by virtue of regulation 27 of, and schedule 5 to, the 2014					
(These are the fees for HT4 fireworks, where the quantity stored is greater than 250kg NEQ)					
1 Year	£185			0%	Statutorily Set
2 Years	£243			0%	Statutorily Set
3 Years	£304			0%	Statutorily Set
4 Years	£374			0%	Statutorily Set
5 Years	£423			0%	Statutorily Set
Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed.					
(These are the renewal fees for HT4 fireworks, where the quantity stored is <u>greater than</u> 250kg NEQ)					
1 Year	£86			0%	Statutorily Set
2 Years	£147			0%	Statutorily Set
3 Years	£206			0%	Statutorily Set
4 Years	£266			0%	Statutorily Set
5 Years	£326			0%	Statutorily Set
Licence to store explosives where no minimum separation distance or a 0					
(These are the fees for HT4 fireworks, where the quantity stored is <u>less than</u> 250kg NEQ)					
1 Year	£109			0%	Statutorily Set
2 Years	£141			0%	Statutorily Set
3 Years	£173			0%	Statutorily Set
4 Years	£206			0%	Statutorily Set
5 Years	£238			0%	Statutorily Set
Renewal of licence to store explosives where no minimum separation					
(These are the renewal fees for HT4 fireworks, where the quantity stored is <u>less than</u> 250kg NEQ)					
1 Year	£54			0%	Statutorily Set
2 Years	£86			0%	Statutorily Set
3 Years	£120			0%	Statutorily Set
4 Years	£152			0%	Statutorily Set
5 Years	£185			0%	Statutorily Set
Licence Variation					
Varying the name of licensee or address of site	£36			0%	Statutorily Set
Any other kind of variation	"Reasonable cost"			0%	Statutorily Set
Transfer of licence	£36			0%	Statutorily Set
	£36			0%	Statutorily Set

SPECIAL WEIGHING AND MEASURING EQUIPMENT						
WEIGHING MACHINE	Single Machine	Subsequent Machine				
Machines exceeding 1 tonne to 10 tonne	£183.55	£146.86			3%	
Machines exceeding 10 tonnes	£382.43	£305.96			3%	
(ii) Where no calibrated weights are provided by the customer						
Machines not exceeding 30kg	£32.80	£25.70			3%	
Machines exceeding 30kg to 100kg	£68.87	£54.39			3%	
Machines exceeding 100kg to 300kg	£99.41	£79.60			3%	
Machines exceeding 300kg to 1 tonne	£169.75	£135.82			3%	
Machines exceeding 1 tonne to 10 tonne	£275.37	£220.32			3%	
Machines exceeding 10 tonnes	£578.25	£458.49			3%	
Machine of the same approval No *Submitted at the same time						
MEASURING INSTRUMENTS FOR LIQUID FUEL AND LUBRICANTS						
Container type (unsubdivided)	£78.64				3%	
Single/multi-outlets (nozzles)						
(a) First nozzle tested	£128.30				3%	
(b) Each additional nozzle tested	£78.82				3%	
Testing of peripheral electronic equipment on a separate visit (per site/per	£86.56				3%	
Testing of credit card acceptor (per unit, per hour regardless of number of slots/nozzles/pumps)	£86.56				3%	
ROAD TANKER FUEL MEASURING EQUIPMENT (ABOVE 100 LITRES)						
1. Meter measuring systems (where the customer provides a calibrated traceable master meter charging will be based solely on the hourly rate of £59.90) otherwise charges are as follows:						
(a) Wet hose with two testing liquids	£275.37				3%	
(b) Wet hose with three testing liquids	£321.26				3%	
(c) Dry hose with two testing liquids	£305.93				3%	
(d) Dry hose with three testing liquids	£352.00				3%	
(e) Wet/dry hose with two testing liquids	£428.38				3%	
(f) Wet/dry hose with three testing liquids	£458.94				3%	
2. Dipstick measuring systems						
(a) Up to 7,600 litres (for calibration of each compartment and production of chart) (N.B.: for any compartment over 7,600 litres, basic fee plus additional costs at the rate of £67.57 per extra officer/hour)	£187.37				3%	
(b) Initial dipstick	£21.66				3%	
(c) Spare dipstick	£21.66				3%	
(d) Replacement dipstick (including examination of compartment)	£47.62				3%	
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 fees are payable)	£43.60				3%	
<u>Environmental Regulation Section</u>						
Pest Control Work						
<i>Domestic Premises (All prices Inclusive of VAT unless otherwise stated)</i>						
Mouse Control					3%	
Rat Control	Free					
Bedbugs	£84.87				3%	
Cockroaches	£84.87				3%	
All other Insect Treatment (per treatment)	£55.17				3%	
(Flea treatment (re-spray))	£27.58				3%	
Wasp Nest – ground level	£55.17				3%	
Wasp Nest – 2 men (high level)	£66.84				3%	
Squirrel / Bird trapping £40.00 to establish trap + £5.00 per visit thereafter.	£42.44 + £5.30				3%	
Test Baiting	£13.79				3%	
Missed Appointment	£13.79				3%	
<u>Proofing</u>						
Weep hole inserts (fitted)	£6.36				3%	
<i>Commercial Premises (All prices Inclusive of VAT unless otherwise stated)</i>						
Wasp Nest – ground level	£60.10				3%	
Wasp Nest – 2 men (high level)	£71.03				3%	
All other work is based on labour charge of £52.53 per hour plus materials, plus other, plus VAT.	£55.73				3%	
Drainage Works						
<i>(All prices Inclusive of VAT unless otherwise stated)</i>						
Tenfoot Gully Clearance	Free					
Drain Clearance	Free					

Drain Tests / Investigations (smoke test, CCTV, dye tests, etc.)						
Smoke Test for Rat investigation in privately Owned domestic property	Free					
Owned domestic property	Free					
All other work / premises	£110.33				3%	
Service of Notice (admin charge)	£22.28				3%	
Animal Welfare						
<i>(All prices VAT Exempt unless otherwise stated)</i>						
Licenses						
Pet Shops (annual) (1 year license)	£135.50				3%	
Pet Shops (annual) (2 year license)	£201.57				3%	
Pet Shops (annual) (3 year license)	£249.31				3%	
Home Boarding (annual) (1 year license)	£59.01				3%	
Home Boarding (annual) (2 year license)	£86.99				3%	
Home Boarding (annual) (3 year license)	£108.21				3%	
Kennel Boarding Establishments (annual) (1 year License)	£142.06				3%	
Kennel Boarding Establishments (annual) (2 year License)	£212.18				3%	
Kennel Boarding Establishments (annual) (3 year License)	£265.23				3%	
Dog Breeding Establishments (annual) (1year license)	£170.47				3%	
Dog Breeding Establishments (annual) (2year license)	£254.62				3%	
Dog Breeding Establishments (annual) (3year license)	£318.27				3%	
Day Care Establishments (annual) (1 year license)	£142.06				3%	
Day Care Establishments (annual) (2 year license)	£212.18				3%	
Day Care Establishments (annual) (3 year license)	£265.23				3%	
Variation of license (all categories)	£53.05				3%	
Stray Dogs						
(a) First Offence	£41.12 + £6.18				3%	
<i>(charge reduced to fixed fee of £38.00 if dog collected within 24 hours)</i>						
(b) Second Offence	£62.83 + £6.18				3%	
Subsidised neutering available by arrangement with the dog wardens.						
Micro-chipping available at events organised by the dog wardens at a cost of £9.00 per dog.	£9.27				3%	
Default Works (Board Up's, Alarms, Clearouts)						
KWL (Net Price)						
£13 Admin Charge	£14				3%	
Officer Time (See Below)						
Vat added on to total cost						
Officers Time for Default Works						
Office Hours - 2 Hours @ £17.00 per hour (Total Cost £34.00)	£36.07				3%	
Out Of Hours - 2 Hours @ £21.00 per hour (Total Cost £42.00)	£44.56				3%	
Contaminated Land						
Search Letter	£62				3%	
Search Report	£136				3%	
Permitted Activities						
LAPPC (Part B) Charges						
Application Fee - Standard Process (including Solvent Emissions Activities)	£1,650					Statutorily Set
Application Fee - Additional fee for operating without a permit	£1,188					Statutorily Set
Application Fee - PVRI, and Dry Cleaners	£155					Statutorily Set
Application Fee - PVR I & II combined	£257					Statutorily Set
Application Fee - VRs and other Reduced Fee Activities	£362					Statutorily Set
Application Fee - Reduced fee activities: Additional fee for operating without a permit	£71					Statutorily Set
Application Fee - Mobile plant**	£1,650					Statutorily Set
Application Fee - for the third to seventh applications	£985					Statutorily Set
Application Fee - for the eighth and subsequent applications	£498					Statutorily Set
Annual subsistence charge - Standard process Low	£772.00 (+£104)					Statutorily Set
Annual subsistence charge - Standard process Medium	£1161 (+£156)					Statutorily Set
Annual subsistence charge - Standard process High	£1747 (+£207)					Statutorily Set
Annual subsistence charge - PVRI, and Dry Cleaners L/M/H	£79/£158/£237					Statutorily Set
Annual subsistence charge - PVR I & II combined L/M/H	£113/£226/£341					Statutorily Set
Annual subsistence charge - VRs and other Reduced Fees	£228/£365/£548					Statutorily Set
Annual subsistence charge - Mobile plant, for first and second permits L/M/H**	£626/£1034/£1551					Statutorily Set
Annual subsistence charge - Late payment fee	£52					Statutorily Set
Transfer and Surrender - Standard process transfer	£169					Statutorily Set
Transfer and Surrender - Standard process partial transfer	£497					Statutorily Set

Transfer and Surrender - Reduced fee activities: partial transfer	£47					Statutorily Set
Temporary transfer for mobile plant - First transfer	£53					Statutorily Set
Temporary transfer for mobile plant - Repeat following enforcement or warning	£53					Statutorily Set
Substantial change - Standard process	£1,060					Statutorily Set
Substantial change - Standard process where the substantial charge results in a new PPC activity	£1,650					Statutorily Set
Reduced fee activities	£102					Statutorily Set
**Not using simplified permits						
LA-IPPC (Part A2) Charges						
Application	£3,363					Statutorily Set
Additional fee for operating without a permit	£1,188					Statutorily Set
Annual Subsistence LOW	£1,447					Statutorily Set
Annual Subsistence MEDIUM	£1,611					Statutorily Set
Annual Subsistence HIGH	£2,334					Statutorily Set
Late payment fee	£52					Statutorily Set
Variation	£1,368					Statutorily Set
Substantial variation (where 9 (2) (a) or 9 (2) (b) of the scheme applies)	£3,363					Statutorily Set
Transfer	£235					Statutorily Set
Partial Transfer	£698					Statutorily Set
Surrender	£698					Statutorily Set
Food						
Export Certificates	£150				20%	
Food Premises Rescore Inspection	£160					New
Health and Safety Registration						
Acupuncture	£265				4%	
Tattooing/Semi-Permanent Skin Colouring	£265				4%	
Body/Ear Piercing	£265				4%	
Electrolysis	£265				4%	
Licensing						
Taxi licensing						
Vehicle:						
Hackney carriage / private hire vehicle - grant *	£160					
Vehicle licence issued during last three months of licence year *	£112					
Hackney carriage / private hire vehicle - renewal *	£142					
Application to replace hackney carriage / private hire vehicle *	£59					
Change of ownership of hackney carriage / private hire vehicle	£36					
Replacement identification plate	£24					
Replacement Be Safe stickers (pair)	£12					
Replacement internal door sticker	£3					
Replacement internal pouch	£3					
* The MOT fee is payable at the test centre on the day of the vehicle examination						
Drivers						
Hackney carriage / private hire driver's licence - grant ^	£88					
Driver's licence issued during the last three months of the licensing year ^	£62					
Hackney carriage / private hire driver's licence - renewal	£62					
Additional driver's badge	£34					
Disclosure and Barring Service disclosure	£44					
Digital badge photographs	£5					
^ This fee does not include the DBS check or the driving assessment test in respect of grant applications. The driving assessment fee is payable at the test centre on the day of the test.						
Operators						
Licence to operate 1 vehicle	£69					
Vehicle renewal	£69					
Cost of each additional vehicle (applies to premises only)	£12					
Operators licence (last three months of the licensing year)	£35					
Cost of each additional vehicle (last three months of the licensing year)	£6					
Miscellaneous items						
Copies of by-laws						
Street trading						
Please be aware there is a £25.50 administration fee per application. The						
Commodity						
Hot food (day/night)						
Other commodities						
Limited period street trading consent (per day or part day)						
Fetes, carnivals or similar community based events where the trader is an integral part of the event and is trading with the permission of the organisers of the event						
Consents must be renewed on an annual basis on or before 31 March.						
Pavement cafe licence fees						
Applications are subject to a non refundable fee of £30.						
However, should an application be successful, this will be deducted from the first annual fee.						
Licences must be renewed on annual basis. Reminders will be sent out prior to the renewal date. However they are not guaranteed.						
Miscellaneous licences						
Miscellaneous						
Sex establishment application fee	£2,160				3%	
Sex establishment grant	£2,160				3%	
Sex establishment renewal or transfer fee	£2,160				3%	
Sexual entertainment venue application fee	£2,160				3%	
Sexual entertainment venue grant	£2,160				3%	
Sexual entertainment venue renewal or transfer fee	£2,160				3%	
Riding establishments **	£130				3%	
Dangerous wild animals **	£90				3%	
** These fees cover administration costs only - inspection fees charged by the veterinary surgeon will be recovered as the second part of the fee payable by the licensee.						

All Taxi fees and charges are ringfenced by law. There is a separate review of fees and charges being undertaken and these are set on a 3 yearly cycle

The Street Trading and Pavement Café Licensing Functions were transferred to Planning from 1st September 2019

Motor salvage operator/scrap metal dealer's						
Motor salvage/scrap metal						
Grant application (site)	£320				3%	
Grant application (collector)	£212				3%	
Renewal (site)	£320				3%	
Renewal (collector)	£212				3%	
Variation (site to collector)	£130				3%	
Variation (collector to site)	£170				3%	
Variation (change of site)	£170				3%	
Variation (change of site manager)	£85				3%	
General administration charge (copy licence, change of details, etc)	£32				3%	
Licensing Act 2003						
Premises licences and club premises certificates						
Fees relating to applications for premises licences, club premises certificates, variations, the						
Premises and club application and annual fees - each premise that is licensable will be allocated to						
Premises license application and annual fees						
BAND	A					
Non-domestic rateable value	£0 - £4,300					
Application fee	£100					
Variation fee	£100					
Minor variation	£89					
Annual charge	£70					
BAND	B					
Non-domestic rateable value	£4,301 - £33,000					
Application fee	£190					
Variation fee	£190					
Minor variation	£89					
Annual charge	£180					
BAND	C					
Non-domestic rateable value	£33,001 - £87,000					
Application fee	£315					
Variation fee	£315					
Minor variation	£89					
Annual charge	£295					
BAND	D					
Non-domestic rateable value	£87,001 - £125,000					
Application fee	£450					
Variation fee	£450					
Minor variation	£89					
Annual charge	£320					
BAND	E					
Non-domestic rateable value	£125,000 and over					
Application fee	£635					
Variation fee	£635					
Minor variation	£89					
Annual charge	£350					
Miscellaneous Licensing Act 2003 fees						
Other Licensing Act 2003 fees	Fees					
Personal licence						
Renewal of personal licence	£37					
Minor Variation of a premises licence	£89					
Notification of interest in premises	£21					
Temporary event notice	£21					
Theft, loss, etc of premises licence or summary	£11					
Application for a provisional statement	£315					
Notification of change of name or address	£11					
Application to vary licence to specify individual as DPS	£23					
Application for transfer of premises licence	£23					
Interim authority notice following death etc of licence holder	£23					
Notification of change of name or alteration of rules of club	£11					
Theft, loss, etc of personal licence	£11					
Change of relevant registered address of club	£11					
Theft, loss, etc of temporary event notice	£11					
Duty to notify change of name or address	£11					

Large events						
Exceptionally large events may give rise to exceptional problems.						
Such events might include major festivals and other events, which often involve the building of						
The additional charges should be calculated as shown below.						
Number in attendance at any one time		Additional fee	Annual charge			
5,000 - 9,999		£1,000	£500			
10,000 - 14,999		£2,000	£1,000			
15,000 - 19,999		£4,000	£2,000			
20,000 - 29,999		£8,000	£4,000			
30,000 - 39,999		£16,000	£8,000			
40,000 - 49,999		£24,000	£12,000			
50,000 - 59,999		£32,000	£16,000			
60,000 - 69,999		£40,000	£20,000			
70,000 - 79,999		£48,000	£24,000			
80,000 - 89,999		£56,000	£28,000			
90,000 and over		£64,000	£32,000			
Gambling Act 2005						
Gambling licences - part I						
Application type						
Transitional fast track application		Transitional non- fast track application	New application			
Premises type						
Existing casinos 300		£2,000	N/A			
New small casino N/A		N/A	£8,000			
New large casino N/A		N/A	£10,000			
Regional casino N/A		N/A	£15,000			
Bingo club 300		£1,750	£3,500			
Betting premises (excluding tracks) 300		£1,500	£3,000			
Tracks 300		£1,250	£2,500			
Family entertainment centres 300		£1,000	£2,000			
Adult gaming centre 300		£1,000	£2,000			
Gambling Act 2005						
Gambling licences - part II						
Application type						
Application for re-instatement		Application for provisional statement	Licence application (provisional statement holders)			
Premises type						
Existing casinos 1350		N/A	N/A			
New small casino 1800		£8,000	£3,000			
New large casino 2150		£10,000	£5,000			
Regional casino 6500		£15,000	£8,000			
Bingo club 1200		£3,500	£1,200			
Betting premises (excluding tracks) 1200		£3,000	£1,200			
Tracks 950		£2,500	£950			
Family entertainment centres 950		£2,000	£950			
Adult gaming centre 1200		£2,000	£1,200			
Permit type	Application fee	Annual fee	Renewal fee			
FEC Gaming machine 300		N/A	£300			
Prize gaming 300		N/A	£300			
Alcohol licensed premises - notification of two or less machines 50		N/A	N/A			
Alcohol licensed premises - gaming machine permit - more than two 150		£50	N/A			
Club gaming permit 200		£100	N/A			
Club gaming machine permit 200		£50	£200			
Club fast track for gaming permit or gaming machine permit 100		£50	£100			
Small society lottery registration 40		£20	N/A			
Permit type	Change of name	Copy of permit	Variation			
FEC Gaming machine 25		£15	N/A			
Prize gaming 25		£15	N/A			
Alcohol licensed premises - notification of two or less machines N/A		N/A	N/A			
Alcohol licensed premises - gaming machine permit - more than two 25		£15	£100			
Club gaming permit 100		N/A				
Club gaming machine permit N/A		£15	£100			
Club fast track for gaming permit or gaming machine permit N/A		N/A	N/A			
Small society lottery registration N/A		N/A	N/A			

All Licensing Act and Gambling fees are statutorily Set

City Adults Social Care

	Proposed Charge 2020/21			Percentage Uplift	Comments if not increasing by 3%
Homecare Services					
Community Support Team (Reablement) – charge to other organisations - Day Time	£28.70			3.24%	
Community Support Team (Reablement) – charge to other organisations - Night Time	£38.20			3.24%	
Meals					
Day Service users	£3.70			5.71%	
Day Services – refreshments (per day)	£0.85			6.25%	
Staff – main meal	£3.70			5.71%	
Staff – breakfast	£1.70			6.25%	
Staff – tea/snack	£1.05			5.00%	
Staff – evening meal	£1.70			6.25%	
Day Services					
Half-day	£30.00			3.09%	
Full day	£60.00			3.09%	
Transport Services					
Charge per journey – Hull clients	£6.00			33.33%	
Charge to other organisations	£20.00			11.11%	
Social Worker Assessments (where our social workers undertake an assessment for another Local Authority).	£330.00			3.13%	
In-house residential					
· Park View - £1,737.78	£1,855.00			3.02%	
· Pennine - £1,283.80	£1,370.00			2.99%	
· Pennine 1:1 - £14.50 p/h	£22.50			2.97%	
· Preston Road High Dependency Unit - £1933.29	£2,065.00			3.08%	
Shared Lives - Rent and household charges (payable by client)					
Household Charges				-100.00%	Dependant on national housing
Rent (1 bedroom LHA rate)				-100.00%	benefit changes. This is charged to
Total rent & household charges				-100.00%	the cared for person but is payable

City Economic Development & Regeneration

	Proposed Charge 2020/21			Percentage Uplift	Comments if not increasing by 3%
Schedule of charges for Pre-Application meetings with the Planning Committee February 2011					
Planning Fees (Pre-application Charges)					
1. Schemes up to and including 10 dwellings, or site area of 0.5 ha (1.25 acres), or floor space of	£370				
2. Schemes between 11 dwellings and 50 dwellings, or site areas of between 0.51 and 5ha, or floor					
	£740				
3. Schemes over the above criteria:	£1,230				
Where the Committee has specifically requested a subsequent					
4. Householders: householder schemes for extensions or alterations to	£60				
Actual planning fees are set by Government					
Building Control					
Small Domestic Building Work For Existing Dwellings					
Application Type					
Type of Work	Plan Fee	Inspection Fee	Building Notice Fee	Regularisation Fee	
Detached and Attached Garages Under 60m²	£ 125.00	£ 145.00	£ 270.00	£ 369.00	
Garage Extensions under 60m²					
Conversion of Garage into Habitable Room	£ 234.17	-	£ 234.17	£ 331.00	
Single Storey Extensions up to 4m²					
Single Storey Extensions Over 4 and under 60m²	£ 125.00	£ 280.00	£ 405.00	£ 521.00	
Two Storey Extensions under 60m²	£ 125.00	£ 347.50	£ 472.50	£ 617.00	
Loft Conversion	£ 125.00	£ 286.67	£ 411.67	£ 535.00	
Loft Conversion with Dormer					
Re-roof	N/A	N/A	£ 87.50	£ 140.00	
Underpinning	£ 125.00	£ 182.50	£ 307.50	£ 410.00	
Renovation of Thermal Element	£ 87.50	-	£ 87.50	£ 140.00	
Window Replacement per dwelling	£ 87.50	-	£ 87.50	£ 140.00	
Electrical Installations	£ 150.00	-	£ 150.00	£ 225.00	
Internal/ External Alterations Under £2000	£ 157.50	-	£ 157.50	£ 224.00	
Internal/ External Alterations £2001 - £5000	£ 226.67	-	£ 226.67	£ 322.00	
Internal/ External Alterations £5001 - 25000	£ 125.00	£ 165.83	£ 290.83	£ 400.00	
When payment is due	With Form	Invoiced by HBC after start of work on site	With Form	With Form	

These fees are set by the Planning Committee and reviewed on an annual basis (usually February) for the increase to occur in the April of that year. It is not appropriate for corporate finance to therefore involve themselves with the setting of local fees without that support from planning committee. Fees have increased by 23% in year and pre-applications have reduced so done as an action to manage the current income target. The Building Control fees were also increased by 8% in October 2019 and will increase by a further 8% in October 2020.

City Customer Services

	Proposed Charge 2020/21				Percentage Uplift	Comments if not increasing by 3%
Cemeteries & Crematoria						
Cemetery Fees and Charges						
Exclusive right of burial in earthen grave by Deed of Grant						
Price is for each Year right is taken, with a minimum purchase of 10 years	£31.00				3.30%	
it is possible to purchase rights for a the maximum of 100 years, for which the appropriate fee will be charged						
(interment fee or permit fee for headstone not included).						
Provide duplicate deed at time of interment	£26.00				4.00%	
Transfer ownership of rights or provide duplicate any other time.	£88.00				3.50%	
Interment Fees						
Interment Fee in Full adult grave for funerals Monday to Friday	£1,020				3.03%	
Additional Excavation fee.	£150				3.40%	
Interment of Cremated Remains						
Exclusive Right of Burial in earthen grave for cremated remains Price is for each Year right is taken, with a minimum purchase of 10 years	£31.00				3.30%	
Interment fee for Monday to Friday Appointments	£278				3.00%	
Interment fee for a Saturday Appointment						
Interment fee for interments for a Sunday or Bank Holiday						
Appointment a period of 30 years by Deed of Grant						
Muslim Burials						
Exclusive right of burial in earthen grave in the Muslim Section of Eastern Cemetery	£875.00				2.94%	rounding down to the nearest pound
Interment fee includes wood shoring	£1,150				3.10%	
NATURAL BURIALS - PRIORY WOODS CEMETERY						
Exclusive rights of burial (no memorial rights) - PER ANNUM Price is for each Year right is taken,	£31.00				3.30%	
Interment Fee (grave single interment only - cremated remains can be interred after full burial)	£ 1,110.00				2.80%	to encourage natural burials by not increasing the difference between a natural burial and a normal burial by too much
Woodland Bulb planting on grave (one off planting only) to be done by cemetery staff only.	£ 95.00				0	Already reached its maximum price threshold
Interment of cremated remains (biodegradable urn only - Monday to Friday appointment)	£278				3.00%	
Cremated Remains Graves - Daffodil Island - Priory Woods						
Exclusive rights of burial (no memorial rights) - PER ANNUM						
Price is for each Year right is taken, with a minimum purchase of 10 years	£ 25.00				0.00%	Already reached its maximum price threshold
it is possible to purchase rights for a the maximum of 100 years, for which the appropriate fee will be charged.						
(interment fee or permit fee for headstone IS not included).						
Interment of Cremated remains Monday to Friday Appointment	£278				3.00%	
Babies Cemetery - Northern Cemetery & Eastern Cemetery exclusive rights of burial are not graves in baby cemetery						
Interment of child up to one year old in the reserved section of the cemetery						
Interment fee for cremated remains in baby cemetery						
OTHER CEMETERY FEES						
Additional charge for Saturday funeral - burial						
Additional charge for Sunday funeral - burial						
Eastern Cemetery - use of chapel Monday to Friday	£ 120.00				4.30%	
Eastern Cemetery - use of chapel Saturday						
Eastern Cemetery - use of chapel Sunday						
NO CHAPEL FEE WILL BE CHARGED FOR FUNERALS FOR ANY CHILD UP TO AND INCLUDING TWELVE YEARS OLD						
Permit Charges						
Permit charge for erection of a memorial/headstone 18" and over	£ 139.00				3.00%	rounded down to nearest £
Permit charge for a re-inscription of a memorial	£ 139.00				3.00%	rounded down to nearest £
Permit charge for erection of a memorial/headstone under 18".						
it is not possible to erect a headstone without production of the exclusive right of burial (deed)						
Right to place a memorial on a grave within a baby cemetery - under 18"						
Permit charge for installation of an approved grave kerb set -	£72				2.86%	rounded down to nearest £
HEADSTONE STABILITY						
Stabilise and re-fix memorial (up to 3ft in height), including installation of new sub base	£ 180				2.90%	rounded down to nearest £
FAMILY HISTORY/BURIAL REGISTER SEARCHES.						
Per name search with certificate						
Monday to Friday - appointment with officer to view a grave						
Saturday appointment with officer to view a grave (pending staff availability)						
Sunday and Bank Holiday appointment with officer to view a grave (pending staff availability)						
Please note it is possible to make an appointment to view the burial registers that are based at the Charterlands Crematorium						
A brief introduction of 15 minutes will be provided - however, should you require assistance of a designated officer						
to assist with the lifting of the ledgers and searching of information - a fee is applicable and payable in advance						
Assistance to view the registers, inc advice and guidance - per hour - pre booked appointment only						
Cremation Fees and Charges						
Cremation of person over 12 years - full service/committal	£ 799				5.10%	
Cremation of a child up to one year old						
Cremation of child, 1-5 years.						
Cremation of child, 6-12 years.						
Cremation without chapel service (delivery only)	£ 620				1.60%	to remain competitive
Contract funeral with HYMS	£ 620				1.60%	to remain competitive
Early Morning Delivery	£ 500				0.00%	no increase due to falling demand and increased competition
NHS Trust - disposal of slides and blocks in accordance with legislation includes maximum contract - 24socs.	£ 85				3.70%	

Individual Cremation in accordance with the Human Tissue Act 2004	£	85				3.70%	
Medical referee, as per cremation regulations 2008 to meet with applicant, this may increase if more than 1 hour is taken.	£	62				3.30%	
Use of small or large chapel for extended service time (per each extra time taken) Monday to Friday	£	155				0.00%	no increase to encourage this to be utilised
Use of small or large chapel for memorial service with burial/cremation elsewhere - Monday to Friday	£	215				4%	
Use of small or large chapel for a memorial service or for funeral service followed by burial at priory, western or northern cemeteries Monday to Friday	£	125				8.70%	
Use of small or large chapel for extended service time (per each extra time taken) Saturday							
Use of small or large chapel for a memorial service or for funeral service followed by burial at priory, western or northern cemeteries on a Saturday							
Use of small or large chapel for extended service time (per each extra time taken) Sunday							
Use of small or large chapel for a memorial service or for funeral service followed by burial at priory, western or northern cemeteries on a Sunday							
Storage of cremated remains, per month							
Additional charge for Saturday funeral - cremation							
Additional charge for Sunday funeral - cremation							
Scattering, Monday to Friday following cremation at a crematorium other than at Hull Crematorium, Chanterlands Avenue.	£	72				2.80%	rounded down to nearest £
Additional fee for a Scattering Appointment on a Saturday -							
Additional fee for a Scattering Appointment on a Sunday and Bank Holiday -							
Provision of cremation certificate where original has been lost/misplaced	£	25				0.00%	cannot justify a greater fee
Delivery of Cremated Remains to Applicant - Hull boundary only	£	30				20.00%	
Monday to Friday - dependant on staff availability, pre payment and advance arrangements only							
for addresses within the suburbs of Hull and Beverley, an additional fee of £2 per mile will be applicable							
Urns and Containers							
Polycontainer							
Baby urn							
Wooden casket	£	37				0.00%	poor demand
Daisy Biodegradable Urns inc cotton bag.	£	37				0.00%	poor demand
Exhumation of cremated remains.	£	112				3.70%	
Transfer of ashes into own container provided in advance following cremation or at any other time	£5					0	cannot justify a greater fee
COMMEMORATIVE MEMORIALS							
LAVENDER WALK (northern cemetery)							
New 10 year lease of vault including red or black granite plaque							
up to 80 letters and interment of cremated remains, Monday to Friday, & 1st posy vase.	£	880.00					
Additional Fee for a Saturday Appointment							
Additional Fee for a Sunday or Bank Holiday Appointment							
Cameo Photo arranged and fixed to plaque (4cm x 3cm).	£	125					
Cameo Photo arranged and fixed to plaque (7cm x 5cm).	£	145					
Replacement/new red or black granite plaque.	£	250.00					
Re-painting of current plaque.	£	65					
Renewal of 10 year lease.	£	465.00					
Additional letters.	£	4					
please note there is no fee for the removal of remains, although an exhumation licence is required							
MILLENNIUM WALK (northern Cemetery)							
New 10 year lease of granite vault							
and black granite plaque & lettering (80 letters)							
interment, Monday to Friday appointment and 1st posy vase.	£	922.00					
Additional Fee for a Saturday Appointment							
Additional Fee for a Sunday or Bank Holiday Appointment							
Cameo Photo arranged and fixed to plaque (4cm x 3cm).	£	125					
Cameo Photo arranged and fixed to plaque (7cm x 5cm).	£	145					
Heart shaped cameo photo, arranged and fixed to plaque	£	190					
Replacement of black granite plaque (excluding photograph) up to 80 letters.	£	375					
Renewal of 10 year lease	£	480.00					
Additional letters.	£	4					
NORTHERN CEMETERY COLUMBARIUM VAULTS/NICHES							
New lease niche, to include a 10 year lease and white marble plaque, 1st interment inc.	£	795.00					
New lease of niche, to include 10 year lease and black granite plaque, gold letters, 1st interment	£	795.00					
please note above fee is for fixings carried out Monday-Thursdays 10am, 12noon or 2pm and Friday 10am.							
attended, fixing of plaque Saturday							
attended, fixing of plaque Sunday							
Renewal of 10 year lease	£	450.00					
White marble plaque with lettering up to 60 letters (exc lease fee)	£	355.00					
(fixing included).							
Black marble plaque with lettering up to 60 letters(exc lease fee)	£	355.00					
(fixing included).							
Fixing of plaque - unattended	£	59					
Removal of cremated remains and plaque at the service's discretion, no family present							
Removal of cremated remains and plaque family present	£	65					
Monday to Friday Appointment							
Removal of cremated remains and plaque family present							
Saturday Appointment							

Removal of cremated remains, plaque family present Sunday or Bank Holiday Appointment						
Extra lettering (per letter)	£	4				

NORTHERN COLUMBARIUM - WALL PLAQUES ONLY (NO VAULT BEHIND)					
Purchase of new white marble plaque to include					
ten year lease (including fixing, and maximum of 60 letters).	£	545.00			
Purchase of white plaque only (exc. fixing & lease, max of 60 letters).	£	280.00			
Purchase of black plaque to include 10 year lease (including fixing).	£	545.00			
Purchase of black plaque only(exc. fixing & lease - max 60 letters).	£	280.00			
Renewal of 10 year lease	£	260.00			
Removal of plaque at the service's discretion, no family present					
please note above fee is for fixings carried out Monday-Thursday 10am, 12noon or 2pm and Friday 10am.					
attended, fixing of plaque Saturday					
attended, fixing of plaque Sunday					
BABY CEMETERY PLAQUES - Northern Cemetery					
Purchase of black plaque for babies cemetery on a 10 year lease	£	270.00			
Renewal of 10 year lease	£	165.00			
EASTERN CEMETERY SANCTUM 2000 ABOVE GROUND VAULT					
New 10 year lease of granite vault					
and black granite plaque & lettering (80 letters)					
1st interment and 1st posy vase.(exc photo & motif)	£	922.00			
Interment of cremated remains at tree Monday to Friday					
Appointments					
Interment fee for a Saturday Appointment					
Interment fee for interments for a Sunday or Bank Holiday Appointment					
Decorative motifs/floral tribute on plaque					
Cameo Photo arranged and fixed to plaque (4cm x 3cm).	£	125			
Cameo Photo arranged and fixed to plaque (7cm x 5cm).	£	145			
Heart shaped cameo photo, arranged and fixed to plaque	£	190			
Replacement of black granite plaque (excluding photograph)					
up to 80 letters.	£	375			
Renewal of 10 year lease	£	500			
Additional letters.	£	4			
Repainting of current plaque.					
(depends of characters and motifs)					
Hedon Road Columbarium					
Renewal of 10 year lease	£	345.00			
New white plaque with lettering up to 60 letters (including fixing).	£	355.00			
New black plaque with lettering up to 60 letters (including fixing).	£	355.00			
please note above fee is for fixings carried out Monday-Thursday 10am, 12noon or 2pm and Friday 10am.					
attended, fixing of plaque Saturday					
attended, fixing of plaque Sunday					
Removal of cremated remains and plaque at the service's discretion, no family present					
Removal of cremated remains and plaque family present Monday to Friday	£	65			
Fixing of plaque - unattended	£	59			
MEMORIAL STANDARD ROSE TREES (ALL LOCATIONS)					
Purchase of new rose tree with 10 year lease	£	650			
excluding plaque.					
Renewal of 10 year lease fee	£	480			
Interment of cremated remains at a memorial rose tree Monday to Friday Appointment	£	270			
Interment fee for a Saturday Appointment					
Interment fee for interments for a Sunday or Bank Holiday Appointment					
MEMORIAL TREE					
(please note there are no trees available for new lease)					
Renewal of 10 year lease	£	450.00			
Interment of cremated remains at tree Monday to Friday Appointments	£	270			
Interment fee for a Saturday Appointment					
Interment fee for interments for a Sunday or Bank Holiday Appointment					
please note due to mature tree roots an interment may not be possible.					
OCTAGONAL PLANTER - Eastern Cemetery and Chanterlands Crematorium					
Purchase of 10 year lease and 12" x 3" plaque	£	420			
Renewal of 10 year lease	£	270			
New plaque	£	160			
HEXAGONAL BENCH - Chanterlands crematorium and priory woods cemetery					
Commemorative seat with plaque and 10 year lease	£	880.00			
Renewal of 10 year lease	£	430.00			
New/additional plaque for bench (8x3)	£	150.00			
VASE BLOCK TABLET					
Memorial vase block tablet with inscribed black or red					
tablet and 10 year lease, and first posy vase	£	555.00			
Renewal of 10 year lease	£	355.00			
New black or red plaque	£	210			
Repainting of plaque.	£	59			
MEMORIAL OCTAGONAL TOWER SANCTUM UNIT					
Memorial Vault - new	£	975.00			
the initial fee includes 10 year lease, single posy vase, plaque and lettering on plaque up					
to 80 letters. Additional letters and motifs can be quoted for.					
No fee is applicable for the first or subsequent interments or removal of cremated remains that are in the vault Monday to Friday -					
Interment or Removal for attended Saturday Appointment					
Interment or Removal for attended Sunday or Bank Holiday Appointment					
Renewal of 10 year lease	£	475.00			
Replacement/new plaque inc up to 80 letters	£	395.00			
additional brass flower vase	£	57.00			
Cameo Photo arranged and fixed to plaque (4cm x 3cm).	£	125			

Cameo Photo arranged and fixed to plaque (7cm x 5cm).	£	145					
Heart shaped cameo photo, arranged and fixed to plaque	£	190					

MEMORIAL SANCTUM - CURVED 18						
Memorial Vault - new	£	910.00				
the initial fee includes 10 year lease, plaque & lettering up to and including 80 letters & single posy vase. Additional letters and motifs can be quoted for. No fee is applicable for the first or subsequent interments or removal of cremated remains that are interred in the vault Monday to Friday						
Interment or Removal for attended Saturday Appointment						
Interment or Removal for attended Sunday or Bank Holiday Appointment						
Renewal of 10 year lease	£	480				
additional brass flower vase	£	57.00				
Cameo Photo arranged and fixed to plaque (4cm x 3cm).	£	125				
Cameo Photo arranged and fixed to plaque (7cm x 5cm).	£	145				
Heart shaped cameo photo, arranged and fixed to plaque	£	190				
Replacement/new plaque inc up to 80 letters	£	400.00				
16 WALL TABLET UNIT						
Memorial plaque, inc 5 year lease and lettering on plaque	£	315.00				
(does not include motif, additional costs and designs are available on request.)						
Lease renewal	£	190.00				
New/replacement plaque	£	155				
COMMEMORATIVE MEMORIAL CHAIRS						
Chanterlands Crematorium Only						
chairs will be placed in the chapel of your choice - dependant on availability						
the price includes a small plaque which has space for name only						
there is no lease fee applicable						
further terms and conditions are available from the admin team						
MEMORIAL WOODEN BENCH						
(where space available Crematorium, Eastern, Hedon Road, Western and Northern Only)						
Purchase of memorial wooden bench with memorial for a	£	1,300.00				
lease period of 10 years, where if available, a suitable site exists, does not include installation of pavers.						
(Fee does not include maintenance of bench or carving of dedication)						
Inscription carved on the front panel of the bench - per letter	£	4				
Installation of 3 Pavers for wooden bench	£	125				
Installation of 6 Pavers for wooden bench	£	165				
Installation of 6 Pavers for granite bench	£	190				
Renewal of 10 year lease - please note this does not include maintenance of the bench.	£	460.00				
New/Additional memorial plate for bench (8x3)	£	155				
Please note we are not able to offer a refurbishment package for wooden memorial benches						
MEMORIAL WOODEN BENCHES - PRIORY WOODS						
A commemorative oak seat can be purchased and sited within the Priory Woods Cemetery.						
Areas have been identified, where families can choose to locate the seat. A commemorative						
inscription plaque can be placed on the bench, for a personal dedication to be recorded.						
The oak seats have been chosen to compliment the semi-rural setting of the cemetery. To obtain further details, please contact the team on 614976 or 614975						
the benches are natural and do not require maintenance or treatment, and staining is not permitted						
no pavers are permitted for these type benches.						
Renewal of 10 year lease	£	470.00				
Granite Benches - purchase of bench, but lease of area bench to be located.						
please note, that benches are only permitted where suitable sites exist - these are agreed with the						
bereavement services team upon appointment and site meeting.						
MEMORIAL VAULTED GRANITE BENCHES						
Single vault lease, including lettering of plaque and 10 year lease	£	1,010.00				
Full bench lease, including lettering of both plaques and 10 yr lease	£	2,160.00				
renewal of 10 year lease for single vault	£	450.00				
renewal of 10 year lease for bench	£	890.00				
new/replacement plaque inc lettering.	£	360				
motifs and pictures can be placed on the plaques, designs and prices on request.						
No fee is applicable for interments or removals from the vaults for Monday to Friday Appointments						
Interment or Removal for attended Saturday Appointment						
Interment or Removal for attended Sunday or Bank Holiday Appointment						
please note should the family wish to purchase the bench and lease the ground space prices can be provided on request.						

No increase in Commemorative Memorials due to them not selling.

BOOKS OF REMEMBRANCE					
Entries in Book of Remembrance					
The books of remembrance are displayed in a crematorium grounds and are accessible every day of the year. The pages are turned each morning, so that day's entries can be viewed.					
Please note that the 1st line of inscription is for the name only.					
All other subsequent lines are for the dedication. Each line must consist of a maximum of 40 characters only. Order forms with grid for text and layout are available from the crematorium.					
Please note that the council cannot guarantee entries are inscribed immediately.					
Please allow at least 4 months prior to the date that the entry is required for when placing the order.					
It is advisable to check with the admin team at the crematorium to confirm when the entry will be inscribed in the books.					
Entries will automatically be included in all electronic versions of the books.					
2 lined inscription	£	81			
5 lined inscription (1st line name only, 2nd -5th lines for dedication)	£	125			
8 lined inscription (1st line name, 2nd-8th line for dedication)	£	190			
5 lined inscription with emblem (not coat of arms)	£	205			
8 lined inscription with emblem (not coat of arms)					
Full Heraldic device with supporters, mantling etc, with 8 lined inscription	£	275			
MEMORIAL CARDS AND BOOKLETS					
Crests, badges or floral emblems extra	£	100			
Memorial card - Die stamped					
2 lined inscription	£	60			
5 lined inscription	£	65			
8 lined inscription	£	70			
Deluxe booklet with 1 inscription					
2 lined inscription	£	82			
5 lined inscription	£	102			
8 lined inscription	£	120			
Subsequent inscription in deluxe booklet					
2 lined inscription	£	52			
5 lined inscription	£	60			
8 lined inscription	£	65			
Officer to attend to turn the pages of the books, should a viewing be required out of office hours					
Saturday					
Sunday and Bank Holidays					
please note this is dependant on staff availability					
COMMEMORATIVE MARKERS(FOR ROSES & TREES)					
Bronze staked plaque 8 x 5	£	185			
Bronze staked plaque 8 x 5 with cameo photo plaque	£	290			
Bronze 8 x 3 bench plaque	£	155			
Bronze 11 x 3 bench plaque	£	200			
Granite boulder - grey, wine, pink honeycomb with black or gold lettering	£	210			
York Stone boulder with brown lettering	£	170			
Wooden plaque 8" x 5"	£	170			
GRAVE PLANTING					
Planting of lawn graves surrounding the headstone, with bedding plants only applicable to current agreements. (annual fee due)	£	95			
BIRD TABLE, BIRD BOX & BAT BOX					
Please note the following sponsorship opportunities, are for set periods of 5 years, with a view to extend after					
the initial 5 years has expired. The city council will identify locations suitable for the strategic placement of the					
identified sponsorship items. No other items such as flowers, additional markers or gifts of any kind may be left at the items. Any such items will be removed without prior notification to the sponsor.					
please note there is not cost for cremation searches					
5 year Sponsorship of Bird table, with small commemorative plaque	£	450.00			
5 year Sponsorship of Bird box, with small commemorative plaque	£	290.00			
5 year Sponsorship of Bat box, with small commemorative plaque	£	290.00			
food for the boxes and tables is available from the cemeteries offices and crematorium office (free of charge)					
AILSA CRAIG MEMORIAL BOULDERS					
New memorial, 5 year lease, including plaque.	£	390.00			
New memorial, 10 year lease, including plaque.	£	640.00			
5 year lease renewal	£	230.00			
10 year lease renewal	£	455.00			
Refurbishment of plaque	£	57.00			
New plaque, inc lettering	£	180			
No fee is applicable for interments or removals from the vaults for Monday to Friday Appointments					
Interment or Removal for attended Saturday Appointment					
Interment or Removal for attended Sunday or Bank Holiday Appointment					
PRIORY WOODS - BIRD BATH PLAQUES					
TOP ROW					
New plaque, lettering and 5 year lease	£	300.00			
New plaque, inc lettering and 10 year lease	£	510.00			
Refurbishment of plaque	£	57.00			
New plaque	£	145.00			
MIDDLE ROW					
New plaque, lettering and 5 year lease	£	315.00			
New plaque, inc lettering and 10 year lease	£	520.00			
Refurbishment of plaque	£	57.00			
New plaque	£	145.00			

BOTTOM ROW						
New plaque, lettering and 5 year lease	£	335.00				

New plaque, inc lettering and 10 year lease	£	530.00					
Refurbishment of plaque	£	57.00					
New plaque	£	165.00					
5 year lease renewal - all rows	£	206.00					
10 year lease renewal - all rows	£	400.00					
PRIORY WOODS - BABY CEMETERY - MUSHROOM MEMORIALS							
New memorial, 5 year lease, including plaque.	£	320.00					
New memorial, 10 year lease, including plaque.	£	490.00					
Refurbishment of plaque	£	57.00					
New plaque	£	145.00					
5 year lease renewal	£	175.00					
10 year lease renewal	£	345.00					
PRIORY WOODS GRANITE VAULTS							
New 10 year lease of granite vault and black granite plaque & lettering (80 letters) 1st posy vase.(exc photo & motif)	£	922.00					
No fee is applicable for interments or removals from the vaults for Monday to Friday Appointments							
Interment or Removal for attended Saturday Appointment							
Interment or Removal for attended Sunday or Bank Holiday Appointment							
Decorative motifs/floral tribute on plaque							
Cameo Photo arranged and fixed to plaque (4cm x 3cm).	£	125					
Cameo Photo arranged and fixed to plaque (7cm x 5cm).	£	145					
Heart shaped cameo photo, arranged and fixed to plaque	£	190					
Replacement of black granite plaque (excluding photograph) up to 80 letters.	£	375					
Renewal of 10 year lease	£	485					
Additional letters.	£	4					
Registration Service							
Certificate Service							
We are able to produce certified copies of registered life events that occurred with the Hull Registration District since 1837. Some certificates are printable direct from the IT system, others	Proposed Charge 2020/21					Percentage Uplift	Comments if not increasing by 3%
Copy Certificates - SR Stock , available in 3 working days	£11						Statutory fee, no planned increase
Copy Certificates - SR Stock , available in 24 hour Enhanced Service	£35						Statutory fee, no planned increase
Copy Certificates - SR Stock available same day - Premium Service	£35						Statutory fee, no planned increase
Standard Post	N/A						postage fee cannot be charged following change to statutory fees
Royal Mail Signed (recorded delivery)	N/A						postage fee cannot be charged following change to statutory fees
Overseas							
Overseas Signed For							
Notice of Marriage							
Before a couple can marry or form a civil partnership this must give formal notice of their intention to do so. Notice must be given in the Register Office of the district in which the couple reside.							
Notice of Marriage , charge is per person	£35						Statutory fee, no planned increase
Notice of Marriage - Designated Office, new scheme	£47						Statutory fee, no planned increase
Notice of Marriage, out-of-hours fee , charge per appointment. Administration fee per person	£10						Fee kept the same for ease of accounting / managing. This was changed to an administration fee last year rather than appointment fee which in effect doubled charge
Ceremonies							
Registrars offer a number of ceremonies i.e. marriage, civil partnership, renewal of vows and baby							
Marriage and Civil Partnership Ceremonies							
Register Office Ceremony in the Office of the Superintendent Registrar at the Wilson Centre Mon - Fri	£46						This is a statutory fee. The fee for the ceremony and certificate was split in February 2019, so changed from £50 to £46 + £11
Register Office Ceremony in the Guildhall Ceremony Room Mon - Thur	£110						3% rounded up for ease of administration
Register Office Ceremony in the Guildhall Ceremony Room Friday	£155						3% rounded up for ease of administration
Registrars to attend Approved Venue to conduct ceremony Mon - Thur							
Registrars to attend Approved Venue to conduct ceremony Friday							
Registrars to attend Approved Venue to conduct ceremony Saturday							
Registrars to attend Approved Venue to conduct ceremony Sunday & Bank Holidays							
Register Office Ceremony in the Guildhall Ceremony Room Saturday	£165						3% rounded up for ease of administration
Registrars to attend Approved Venue to conduct a ceremony Mon - Thur up to 5.00pm (2 x staff members)	£265						3% rounded down for ease of administration
Registrars to attend Approved Venue to conduct a ceremony Mon - Thur 5.00pm - 7.00pm 2 x staff members	£335						3% rounded up for ease of administration
Registrars to attend Approved Venue to conduct a ceremony Mon - Thur 7.00pm - 9.00pm 2 x staff members	£360						
Registrars to attend Approved Venue to conduct a ceremony Friday before 5.00pm 2 x staff members	£350						
Registrars to attend Approved Venue to conduct a ceremony Friday 5.00pm - 7.00pm 2 x staff members	£390						3% rounded down for ease of administration
Registrars to attend Approved Venue to conduct a ceremony Friday 7.00pm and before 9.00pm 2 x staff members	£430						3% rounded down for ease of administration
Registrars to attend Approved Venue to conduct a ceremony Saturday - before 5.00pm 2 x staff members	£380						3% rounded down for ease of administration
Registrars to attend Approved Venue to conduct a ceremony Saturday - 5.00pm to 7.00pm 2 x staff members	£415						Can we justify different fees now no longer aligning to a payment per ceremony?
Registrars to attend Approved Venue to conduct a ceremony Saturday 7.00pm and before 9.00pm 2 x staff members	£455						3% rounded up for ease of administration
Registrars to attend Approved Venue to conduct a ceremony Sunday & Bank Hol before 5.00pm 2 x staff members	£455						Can we justify different fees now no longer aligning to a payment per ceremony?
Registrars to attend ceremonies from 5.00pm to 7.00pm on a Sunday / Bank Holidays	£510						
Registrars to attend ceremonies from 5.00pm to 7.00pm on a Sunday / Bank Holidays	£525						

Celebration Ceremonies , Vows Ceremonies following conversion of a CP, Commitment						
Ceremony in the Guildhall Ceremony Room Mon - Thur	£110					
Ceremony in the Guildhall Ceremony Room Friday	£155					
Ceremony in the Guildhall Ceremony Room Saturday	£165					
Registrar to attend alternative venue to conduct ceremony Mon - Thur up to and including 5.00pm (only one staff member needed)	£165					
Registrars to attend alternative venue to conduct a ceremony Mon - Thur from 5.00pm and before 7.00pm	£185					
Registrars to attend alternative venue to conduct a ceremony Mon - Thur 7.00pm and before 9.00pm	£205					3% rounded down for ease of administration
Registrar to attend alternative venue to conduct ceremony Friday before and including 5.00pm (only one staff member needed)	£200					
Registrar to attend alternative venue to conduct ceremony Friday after 5.00pm and before 7.00pm (only one staff member needed)	£220					3% rounded down for ease of administration
Registrar to attend alternative venue to conduct ceremony Friday from 7.00pm and before 9.00pm (only one staff member needed)	£250					3% rounded up for ease of administration
Registrar to attend alternative venue to conduct ceremony Saturday before and including 5.00pm (only one staff member needed)	£215					3% rounded down for ease of administration
Registrar to attend alternative venue to conduct ceremony Saturday after 5.00pm and before 7.00pm (only one staff member needed)	£240					3% rounded down for ease of administration
Registrar to attend alternative venue to conduct ceremony Saturday from 7.00pm and before 9.00pm (only one staff member needed)	£265					3% rounded down for ease of administration
Registrar to attend alternative venue to conduct ceremony Sunday & B/Hol before and including 5.00pm (only one staff member needed)	£300					3% rounded up for ease of administration
Registrar to attend alternative venue to conduct ceremony Sunday & B/Hol before after 5.00pm and before 7.00pm (only one staff member needed)	£300					3% rounded up for ease of administration
Registrar to attend alternative venue to conduct ceremony Sunday & B/Hol after 7.00pm onwards (only one staff member needed)	£300					3% rounded up for ease of administration
Booking Fees						
Ceremonies can be provisionally booked more than one year in advance, some dates in particular						
Booking Fee	£50					Fee kept the same for ease of administration and to avoid to high a % of overall cost of a Guildall ceremony as fee is retained in event of cancellation
Other Fees						
Approved Venue License Fee						
Charge made to venues that apply to become or renew their license to become approved for the purpose of civil ceremonies. Fee levied includes legal fees and public notice.	£900					Suggest leave fee the same or consider reduction in attempt to attract more venues / support local businesses.
Approved Venue Fee						
Non Approved Venue - Initial Visit	£35					Propose to leave the same in attempt to not ut customers off using alternative location and so that we can compete with celebrants. Fee is rarely charged
NCS						
Single Adult Appointment	N/A					Service no longer provided
Single Child Appointment	N/A					Service no longer provided
Couple Appointment	N/A					Service no longer provided
Family Appointment (Two adults, two children)	N/A					Service no longer provided
Single parent appointment (One adult, one child)	N/A					Service no longer provided
EPRS	N/A					Service no longer provided

City Streetscene

		Proposed Charge 2020/21				Percentage Uplift	Comments if not increasing by 3%
Allotments.	Charges - £s	Annual with Water	Annual Concession (with water)				
	Statutory Site	To be determined					
	Special Site	To be determined					
	Temporary Site	To be determined					
Bulky Item Collections		£23.50				2.2%	Proposed increase rounded to nearest 50p.
Commuter Car Park Pass.		To be determined					
Off Street Car Parks.		Various, dependant upon time.					
On Street Parking.		To be determined					
Parking Permits, Residents		To be determined					
Trade Waste		To be determined					
Replacement Black Bins		£36					
Dangerous Structures		Various					
New Roads & Street Works Act.		Various					

Major Projects & Infrastructure

New Roads & Street Works Act.	Various					
Permits.	Various					
Road & New Developments (S38 / S278)	Various					

City Neighbourhoods & Housing

		Proposed Charge 2020/21				Percentage Uplift	Comments if not increasing by 3%
Mandatory HMO Licensing							
	Non Accredited	Accredited	Non Accredited	Accredited			
Fee per HMO for 5 years paid on application	5-7 persons £490	5-7 persons £440	5-7 persons £490	5-7 persons £440			
	8-10 persons £550	8-10 persons £500	8-10 persons £550	8-10 persons £500			Review of fee structure in progress, Decision Record awaiting comments
	11+persons £550 plus £20 per additional room over	11+persons £500 plus	11+persons £550 plus £20 per additional room over 10	11+persons £500 plus			Review of fee structure in progress, Decision Record awaiting comments
		£18 per additional room over 10		£18 per additional room over 10			Review of fee structure in progress, Decision Record awaiting comments
Service of statutory notices - cost of officer time reasonably incurred in the preparation and service of certain statutory notices under the Housing Act 2004							The Council's Private Housing Enforcement Policy is being challenged in the Court of Appeal in January 2020.
Agency fee for Disabled Facilities Grants (DFGs) - this is 13% of the cost of a DFG (average cost of DFG £5,500). The agency service provides survey of property, costed schedule of works, design, appointment of contractor, and overall project management.						3%	The 3% target is expected to be met, providing the level of grant received is above £1.6m, as it is expected to be.

Town Clerk

	Proposed Charge 2020/21				Percentage Uplift	Comments if not increasing by 3%
LOCAL LAND CHARGES FEES						
From 1st July 2014						
STANDARD SEARCH TURNROUND TIMES ARE 5 WORKING DAYS						
Standard searches are those received via hard copy post or email						
ELECTRONIC SEARCH TURNAROUND TIMES ARE 3 WORKING DAYS						
Electronic searches are those received via PALC or NLIS						
	Standard / Electronic	Standard / Electronic				
LLC1 and CON29R (Residential)	£115.00 / £90.00	£118.00 / £90.00			0%	The Infrastructure Act 2015 allows for the Chief Land Registrar ("the registrar") to incrementally assume the local land charges statutory function by giving notice to a particular local authority specifying a date when the registrar will become responsible for local land charges in relation to the area of that local authority. This is not therefore a reliable source of income and increasing the charges will create a budget pressure as income is set to decrease.
LLC1 and CON29R (Commercial)	£140.00 / £115.00	£148.00 / £126.00			0%	
LLC1 Only £22.00 £15.00	£22.00 / £15.00	£40.00 / £30.00			0%	
EXPEDITED SEARCHES ARE RETURNED WITHIN 24 HOURS					0%	
Searches are returned within 24 hours of time/date received					0%	
Expedited LLC1 and CON29R (Residential)	£165.00 / £140.00	£178.00 / £150.00			0%	
Expedited LLC1 and CON29R (Commercial)	£190.00 / £165.00	£208.00 / £175.00			0%	
OTHER					0%	
Additional Premises	£11.50 each	£11.50 each			0%	
Additional Questions	£10.00 each	£10.00 each			0%	
CON290 (Optional Enquiries)	£10.00 each	£10.00 each			0%	
(This authority does not answer Optional Enquiry No 4)						
Copy Documents Quote upon Request (Only chargeable for staff time & printing costs)						

Transactional Finance Services

	Proposed Charge 2020/21				Percentage Uplift	Comments if not increasing by 3%
Deputyship Clients						
Application fee	£ 365				0%	Decreased by OPG
Charge for work completed up to issue of Court Order	£ 745				3%	
1 st year management fee (depending on balance)	£ 775				3%	
Annual management fee (where balance exceeds £16,000)	£ 650				3%	
Annual management fee (where balance is below £16,000)	not exceeding 3.5%				0%	0.5% increase only
Annual report fee (if applicable)	£ 216				3%	
Property management fee	£ 300				0%	Not currently charged but further clarification required from COP
Corporate Appointeeship Management Fee	£5.00 per week where capital is greater than £1k				0%	Not cost effective
Interpretation & Translation						Budget figure doesn't currently reflect current external costs incurred

HR

Disclosure and Barring (DBS) processing	£12-£15					No increase. We are moving to a more efficient on line service next year but will need to charge less for this service not more and savings on the budget have already been made to reflect this. We've already lost a number of schools to other on line services and need to be competitive with the market.
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City Learning

	Proposed Charge 2020/21				Percentage Uplift	Comments if not increasing by 3%
Post 16 SEN Home to School Transport						

CitySafe & Early Intervention

	Proposed Charge 2020/21				Percentage Uplift	Comments if not increasing by 3%
Children Centres Room Hire						