

SCRUTINY COMMITTEE - PEOPLE

APPENDIX 3

	2017/18 Charges				Proposed Charges for 2018/19			
	Fee £ p	VAT @ 20% £ p	Total £ p	VAT Code	Fee £ p	VAT @ 20% £ p	Total £ p	VAT Code
<u>HOUSES IN MULTIPLE OCCUPATION</u>								
Licence for Houses in multiple occupation with five or more residents occupying a property more than two storeys high (under the provisions of the Housing Act 2004)								
(1) Licensing								
5 year licence - per property *	740.00	-	740.00	9	760.00	-	760.00	9
Processing a shorter term licence	740.00	-	740.00	9	760.00	-	760.00	9
Processing an application for a Temporary Exemption Notice	131.00	-	131.00	9	135.00	-	135.00	9
Fee for officers to draw property plans for application	131.00	-	131.00	9	135.00	-	135.00	9
Variation of licence	131.00	-	131.00	9	135.00	-	135.00	9
Revocation of licence	131.00	-	131.00	9	135.00	-	135.00	9
* A £125 discount on the mandatory HMO licensing fee will apply where landlords are accredited under a nationally recognised accreditation scheme								
(2) Serving of notices and making of orders								
Improvement notice	244.00	-	244.00	9	250.00	-	250.00	9
Hazard awareness notice	244.00	-	244.00	9	250.00	-	250.00	9
Prohibition order / Emergency prohibition order	244.00	-	244.00	9	250.00	-	250.00	9
Emergency remedial action	244.00	-	244.00	9	250.00	-	250.00	9
Demolition order	277.00	-	277.00	9	285.00	-	285.00	9
Reviewing suspended notice or order	136.00	-	136.00	9	140.00	-	140.00	9
Smoke and Carbon Monoxide Alarm Penalty Charge Notice	5,000.00	-	5,000.00	9	5,000.00	-	5,000.00	9
Penalty for housing offences under Section 249A of the Housing Act 2004 (up to maximum of £30,000)					30,000.00	-	30,000.00	9
(3) Fee reductions								
Full compliance with improvement notice within timescales specified by the notice	244.00	-	244.00	9	250.00	-	250.00	9
Full compliance with prohibition order within timescales specified by the order	244.00	-	244.00	9	250.00	-	250.00	9
Resolution of hazards within 3 months of receipt of Hazard awareness notice	244.00	-	244.00	9	250.00	-	250.00	9
(4) Immigration Visits								
Pre immigration visit to determine the suitability of a premises for occupation including a full HHSRS inspection and production of a letter confirming the outcome of that visit. Payment must be made in full before the inspection is carried out and is non returnable.	169.17	33.83	203.00	3	175.00	35.00	210.00	3
Inspection undertaken following a missed appointment or cancellation. Payment must be made in full before the inspection is carried out and is non returnable.	64.17	12.83	77.00	3	66.67	13.33	80.00	3
(5) Additional Licensing for Certain Types of Houses in Multiple Occupation								
1 Flat* (per flat; in the case of flats in multiple occupation in a mixed used building with up to 5 tenants, additional £100 per tenant thereafter)	720.00	-	720.00	9	740.00	-	740.00	9
2 Flats*	870.00	-	870.00	9	900.00	-	900.00	9
3 Flats*	1,025.00	-	1,025.00	9	1,060.00	-	1,060.00	9
4 Flats*	1,180.00	-	1,180.00	9	1,220.00	-	1,220.00	9
5 to 7 Flats*	1,340.00	-	1,340.00	9	1,380.00	-	1,380.00	9
8 to 10 Flats*	1,490.00	-	1,490.00	9	1,540.00	-	1,540.00	9
10 or more Flats*	As above, plus £150 per additional flat			9	As above, plus £150 per additional flat			9
* Discounts available:								
- Single ownership discount (all flats need to be under one ownership for this discount to apply) No discount applied where there are fewer than 2 flats	(100.00)	-	(100.00)	9	(100.00)	0.00	(100.00)	9
- Early registration discount	(50.00)	-	(50.00)	9	(50.00)	0.00	(50.00)	9
- Accreditation / landlord association discount	(125.00)	-	(125.00)	9	(125.00)	0.00	(125.00)	9