

SCRUTINY COMMITTEE - PEOPLE

	2018/19 Charges				Proposed Charges 2019/20				
	Fee £ p	VAT @ 20% £ p	Total £ p	VAT Code	Fee £ p	VAT @ 20% £ p	Total £ p	VAT Code	
V HOUSES IN MULTIPLE OCCUPATION									
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 *									
	Part A	760.00	-	760.00	9	210.00	-	210.00	9
	Part B					570.00	-	570.00	9
Processing a shorter term licence		760.00	-	760.00	9	780.00	-	780.00	9
Processing an application for a Temporary Exemption Notice		135.00	-	135.00	9	140.00	-	140.00	9
Fee for officers to draw property plans for application		135.00	-	135.00	9	140.00	-	140.00	9
Variation of licence		135.00	-	135.00	9	140.00	-	140.00	9
Revocation of licence		135.00	-	135.00	9	140.00	-	140.00	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		250.00	-	250.00	9	250.00	-	250.00	9
Hazard awareness notice		250.00	-	250.00	9	250.00	-	250.00	9
Prohibition order / Emergency prohibition order		250.00	-	250.00	9	250.00	-	250.00	9
Emergency remedial action		250.00	-	250.00	9	250.00	-	250.00	9
Demolition order		285.00	-	285.00	9	290.00	-	290.00	9
Reviewing suspended notice or order		140.00	-	140.00	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	30,000.00	-	30,000.00	9
(3) Fee reductions									
Full compliance with improvement notice within timescales specified by the notice		250.00	-	250.00	9	250.00	-	250.00	9
Full compliance with prohibition order within timescales specified by the order		250.00	-	250.00	9	250.00	-	250.00	9
Resolution of hazards within 3 months of receipt of Hazard awareness notice		250.00	-	250.00	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.		175.00	35.00	210.00	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.		66.67	13.33	80.00	3	68.67	13.73	82.40	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)		740.00	-	740.00	9	740.00	-	740.00	9
2 Flats*		900.00	-	900.00	9	900.00	-	900.00	9
3 Flats*		1,060.00	-	1,060.00	9	1,060.00	-	1,060.00	9
4 Flats*		1,220.00	-	1,220.00	9	1,220.00	-	1,220.00	9
5 to 7 Flats*		1,380.00	-	1,380.00	9	1,380.00	-	1,380.00	9
8 to 10 Flats*		1,540.00	-	1,540.00	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			
* 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