

AREA			SERVICE	PCT FEES and CHARGES (Based on estimated minimum time)	
A - CURRENT APPLICATIONS	Minor Alterations (internal works within your demised premises; no planning permission and building control approval required)	1	Pre-application advice (non refundable)	£192.50	
		2	Minor application consideration (non refundable)	£391.25	
		3	Letter Licence	£262.50	
		4	Full Licence	£400.00	
		5	Extension of the letter licence period	£232.50	
	Major Alterations	1	Pre-application advice (Non refundable)	£232.50	
		2	Major application consideration (Non refundable)	£647.25	
		3	Landlord Licence - deed	£460.00	
		4	Supplemental Lease/Deed of variation (additional premises/restrictions)	£207.50	
		5	Extension of the full licence period	£310.00	
	Scaffolding, Skip and Storage of materials on Council Land (inc. liaison with Housing, H&S)	1	Skip advice and permit (Non refundable)	£387.50	
		2	Storage of materials advice and permit (Non refundable)	£387.50	
		3	Scaffold advice and permit (Non refundable)	£700.00	
		4	Extension of the licence period	£232.50	
	B - RETROSPECTIVE APPLICATIONS (Any alterations started without your landlord's consent)	Minor Alterations (internal works within your demised premises; no planning permission and building control)	1	Pre-application advice (Non refundable)	£275.00
			2	Minor application consideration and decision (Non refundable)	£516.25
3			Retrospective letter licence	£422.50	
Major Alterations		1	Pre-application advice (Non refundable)	£315.00	
		2	Major application consideration and decision (Non refundable)	£930.00	
		3	Supplemental Lease (extension of the demised premises)	£407.50	
		4	Landlord Licence - deed	£662.50	
C - UNAUTHORISED ALTERATIONS		Enforcement actions for breaches of leases and tenancy agreements including unauthorised HMOs	1	Minor assessment and ruling	£492.50
	2		Major assessment and ruling	£731.00	
	3		Stop and make safe notification (including liaison with other Council Officers)	£355.00	
	4		Re-instatement minor works	£731.00	
	5		Re-instatement major works (per hour)	Please refer to the hourly rates below	
D - PARTY WALL MATTERS		1	Any identification and assessment (Non refundable)	£297.50	
		5	Compensation (Special foundations, hoarding, etc. - S7 of the Act)	£217.50	
		6	Right of entry, Section 8 of the Act	£345.50	
		7	Party Wall Agreements	£297.50	
		8	Resolution of disputes - Party Wall Awards, Section 10 of the Act	£656.00	
		9	Expenses - making good damage, Section 11(8) of the Act	£678.50	
		10	Expenses - special foundations and enclosures, S11(8) (11) of the Act	£182.50	
		11	Security for expenses, Section 12 of the Act	£320.00	
E - OTHER PROFESSIONAL SERVICES	Right To Light	1	Assessment and advice - Standard	£1,585.00	
	Inspections	2	Any site visit (Non refundable)	£235.00	
	Utilities, wayleaves, etc.	3	Assessment and advice standard	£847.50	
	Crane oversailing	4	Assessment and Permit includes liaison with other Council officers	£847.50	
	Hourly rate	5	Any other professional service (per hour)	- Senior Manager : £90.00 - PCT surveyor : £80.00 - Licensing Officer: £75.00 - Support Officer : £70.00	