

Charges and fees

The council will set fees for licence applications taking into account all of the council's costs in administering and carrying out its licensing functions. These will consist of a split fee; Part A will cover processing of the application and Part B the enforcement and condition audits of properties during the life of the scheme.

We also know that Houses in Multiple Occupation (shared houses) are more expensive to administer, including compliance inspections. This is reflected in the level of the fee proposed.

The council is also considering offering a discount to applicants who apply early. The full proposed charges and fees policy can be seen below.

Table 1: Proposed charges and fees

Type of Licence	Part A	Part B	Total
Selective (early discount)	£450	£nil	£450
Selective (Full)	£450	£450	£900
Additional (early discount)	£550	£350	£900
Additional (full)	£550	£700	£1250

Licences will be granted for five years in most circumstances. Where there has been a history of non-compliance with housing regulations, the licence may be granted for a lesser term.

For a selective licence this equates to **£1.73** per week at discounted rate.

For an additional licence this equates to **£3.46** per week at discounted rate.