

(c) HOUSES IN MULTIPLE OCCUPATION – FEES 2018/2019 (AN4-2018)

Houses in Multiple Occupation Fees require to be reviewed to take into account increased staffing costs to the council reflecting an increasing volume of work and additional fire related inspections now being carried out by council officers.

The proposed revised fee scales are as follows:

New Applications Occupancy levels	Initial Fee	Additional Inspection fee	Renewal Fee	Additional Inspection fee
3 to 5 persons	£1075	£60	£960	£60
Up to 10 persons	£1140	£60	£960	£60
Up to 20 persons	£1350	£60	£1160	£60
Up to 30 persons	£1460	£60	£1160	£60
Up to 40 persons	£1680	£60	£1160	£60
Up to 50 persons	£1890	£60	£1160	£60
Up to 75 persons	£2430	£60	£1460	£60
Up to 100 persons	£2870	£60	£1460	£60
Up to 200 persons	£5020	£60	£1460	£60
Over 200 persons	£7170	£60	£1460	£60

The fee for each occupancy level is two parts, the basic fee and an additional fee charged for each individual additional inspection over and above the maximum number of inspection visits indicated in the current Guidance Notes and Standards for Shared Accommodation. Additional Inspection fees will only be raised where an excess number of inspections are required.

Variations

Where an applicant/licence holder wishes to vary his licence/licence application as a result of a proposed change in occupancy level, a change of day to day manager or as a result of a physical change to the layout of the property, an application will be required to enable a new licence to be granted. A reduced application fee will apply, as indicated below:

Variation	Reduced Application Fee
Change of Ownership prior to Committee	£190
Change of Manager	£190
Change of Occupancy	£190
Physical change to the property	£190