

Appendix 2 – Proposed Fees and Charges post 31 January 2016

Category	Fee	Type	Comments
A	£ 999	Initial Application for a 1 year licence where the owner has been found to be operating an unlicensed HMO for more than 12 weeks.	Increased to reflect increased costs incurred dealing with non-compliant landlords and HMOs in poor condition and the time involved securing a valid application
B	£ 400	Initial Application for a 1 year licence where the owner comes forward to licence voluntarily and is able to demonstrate that the property was acquired and operating as an HMO within the previous 12 weeks	Reduced to reflect reduction in costs dealing with compliant landlords.
C	£ 357	Basic Annual Renewal to reflect need to re inspect due to poor management practices and non-compliance	Where a re-inspection is required because of lack of confidence in management
D	£ 210	Basic Renewal for a 2 year licence	Renewal of an annual licence to a 2 year licence where landlord/agent meets criteria (no inspection required)
E - New	£ 300	5 year or end of scheme licence	5 year licence where landlord/agent meets criteria
F – New*	£300	Fire Risk	Inspection and

		Assessment Report (requirement for a 2 and 5 year licence).	Provision of a Fire Risk Assessment Report
G – New*	£150 per visit	Advisory Visit	Inspection to advise on requirements before property is licensed. Similar to Planning pre-app advice.

*Optional