



2019/20 Fees & Charges

Housing

Charges with effect from 1st April 2019

Name of Fee or Charge	Charge for 2018/19 (£)	Proposed charge for 2019/20 (£)	% Increase	Frequency	Inclusive of VAT?
Miscellaneous Housing Related:					
Charges for reference to banks & building societies	30.50	31.20	2.4	Per application	Y
Consent for Cable Installations	132.50	135.70	2.4	Per application	Y
Private Sector Housing – Immigration survey request	256.90	263.10	2.4	Per survey	Y
Court attendance representation	36.00	36.90	2.4	Per hour	Y
Homeless Hostels (52-week basis):					
Scheme Manager	37.20	38.10	2.4	Per week	N/A
Communal Heating	1.50 – 2.10	1.50 – 2.10	0	Per week	N/A
Communal Electric	3.10	3.10	0	Per week	N/A
Heating & Domestic Hot Water	3.90 – 8.30	3.90 – 8.30	0	Per week	N/A
TV	0.30	0.30	0	Per week	N/A
Communal Cleaning	5.90 – 10.00	5.90 – 10.00	0	Per week	N/A
Window Cleaning	0.50	0.50	0	Per week	N/A

Name of Fee or Charge	Charge for 2018/19 (£)	Proposed charge for 2019/20 (£)	% Increase	Frequency	Inclusive of VAT?
Temporary Accommodation Rental Charges (52-week basis):					
Bed & Breakfast	One Bed (Local Housing Allowance) LHA rate + charge equal to Department of Works & Pensions (DWP) allowance for services, utilities etc + water charge of £4.00 per week (plus £2.10 per week per additional person past the first) where applicable	One Bed LHA rate + charge equal to DWP allowance for services, utilities etc + water charge of £4.10 per week (plus £2.10 per week per additional person past the first) where applicable	2.4 (on water element only)	Per week	N/A
Non HRA, non-self-contained	90% One Bed (LHA) rate + charge equal to DWP allowance for services, utilities etc + water charge of £4.00 (plus £2.10 per week per additional person past the first) where applicable	90% One Bed LHA rate + charge equal to DWP allowance for services, utilities etc + water charge of £4.10 (plus £2.10 per week per additional person past the first) where applicable	2.4 (on water element only)	Per week	N/A
Non-HRA, self-contained	90% appropriate LHA rate + charge equal to DWP allowance for services, utilities etc + water charge of £4.00 (plus £2.10 per week per additional person past the first) where applicable	90% appropriate LHA rate + charge equal to DWP allowance for services, utilities etc + water charge of £4.10 (plus £2.10 per week per additional person past the first) where applicable	2.4 (on water element only)	Per week	N/A

Name of Fee or Charge	Charge for 2018/19 (£)	Proposed charge for 2019/20 (£)	% Increase	Frequency	Inclusive of VAT?
Independent Living:					
Guest Rooms per night: Tier 1 (e.g. Crescent Court, Furness Ave, Gale Court)	19.60 (peak rate)	20.10	2.4	Each night booked	Y
	15.60 (off peak rate)	16.00			
Guest Rooms per night: Tier 2 (e.g. Tudor Court, Red House Court)	32.40 (peak rate)	33.20	2.4	Each night booked	Y
	25.90 (off peak rate)	26.50			
Guest Rooms per night: Tier 3 (e.g. Priory View)	51.90 (peak rate)	53.20	2.4	Each night booked	Y
	41.50 (off peak rate)	42.50			
Communal Lounge hire	14.10	14.40	2.4	Per hour	N/A
Well Being Charge: Provision of emergency care 24/7 at Priory View,	1.00 per person	1.00 per person	0	Weekly per person	N/A
Priory View parking permit fee (resident)	10.00	10.00	0	Per year	Y
Priory View parking permit fee (visitor)	30.00	30.00	0	Per book	Y
General Management of schemes	3.10	3.20	2.4	Per week	N/A
Intensive Housing Management Charges (48-week basis):					
Mini Groups	5.90	6.00	2.4	Per week	N/A
Independent Supported Accommodation	18.40	18.80	2.4	Per week	N/A
Community Alarm Scheme (48-week basis):					
Community Alarm System: Persons in Council accommodation	4.10	4.20	2.4	Per week	N/A

Name of Fee or Charge	Charge for 2018/19 (£)	Proposed charge for 2019/20 (£)	% Increase	Frequency	Inclusive of VAT?
Lifeline 1: Lifeline Emergency Response per week, (48-week basis) - existing customers as at 31.03.2014:					
Rental	3.10	3.20	2.4	Per week	N/A
Rental for non-Council tenants	3.70	3.80	2.4	Per week	Y
Lifeline 2: Lifeline Emergency Response per week, (48-week basis) - new customers from 01.04.2014 to 31.03.2018:					
Rental	3.80	3.90	2.4	Weekly	N/A
Rental for non-Council tenants	4.60	4.70	2.4	Weekly	Y
Lifeline 3 (Lifeline+) – new customers from 31.03.2018:					
Lifeline + 1 contact from Sheltered Housing Officer per week	6.50	6.70	2.4	Per contact	N/A
Lifeline + 1 contact from Sheltered Housing Officer per week (non-Council tenant)	7.80	8.00	2.4	Per contact	Y
Lifeline + 2 contacts from Sheltered Housing Officer per week	8.60	8.80	2.4	For 2 contacts	N/A
Lifeline + 2 contacts from Sheltered Housing Officer per week (non-Council tenant)	10.40	10.70	2.4	For 2 contacts	Y
Lifeline + 3 contacts from Sheltered Housing Officer per week	10.70	11.00	2.4	For 3 contacts	N/A
Lifeline + 3 contacts from Sheltered Housing Officer per week (non-Council tenant)	12.90	13.20	2.4	For 3 contacts	Y
Installation Cost	26.90	27.60	2.4	Per installation	Y
Supply of additional pendant	53.50	54.80	2.4	Per request	Y
Sheltered Housing: Lifeline Response Charge	22.20	22.70	2.4	Per response	Y

Name of Fee or Charge	Charge for 2018/19 (£)	Proposed charge for 2019/20 (£)	% Increase	Frequency	Inclusive of VAT?
No Fault Call Out Fee	26.90	27.60	2.4%	For each call out	Y
Supply and fit key safe (C500)	85.60	87.70	2.4%	Per job	Y
Lifeline One Call Set Up Cost	32.20	33.00	2.4%	Per application	Y
Annual Subscription	15.40	15.80	2.4%	Annual	Y
Community Support Charge 01.11.2018:					
Contact Charge	6.00	6.00	0	Per contact	N/A
Contact Charge (non-Council tenant)	6.60	6.60	0	Per contact	Y
Hourly Charge	16.80	16.80	0	Hourly	N/A
Hourly Charge (non-Council tenant)	20.10	20.10	0	Hourly	Y
Contact Charge ten-hour rate	160.00	160.00	0	Ten hour advance purchase	N/A
Contact Charge ten-hour rate (non-Council tenant)	192.00	192.00	0	Ten hour advance purchase	Y
Telephone contact charge	2.00	2.00	0	Per call	N/A
Telephone contact charge (non-Council tenant)	2.40	2.40	0	Per call	Y
De-designated customers contact charge (Only for tenants who signed up prior to 01.04.2017)	7.50	7.50	0	Per 1 contact and 1 call	N/A
Priory View Commercial – 4 hrs then per hour unless otherwise stated:					
First floor – Commercial	154.40 then 25.70 p/hr	158.10 then 26.30 p/hr	2.4%	1 st four hours, then hourly	N/A
First floor – Resident	102.90 then 25.70 p/hr	105.40 then 26.30 p/hr	2.4%	1 st four hours, then hourly	N/A

Name of Fee or Charge	Charge for 2018/19 (£)	Proposed charge for 2019/20 (£)	% Increase	Frequency	Inclusive of VAT?
First floor – Friends of Priory View	82.30 then 25.70 p/hr	84.40 then 26.30 p/hr	2.4%	1 st four hours, then hourly	N/A
First floor – Residents Committee (flat fee)	71.60	73.30	2.4%	flat fee	N/A
Bar – Commercial	195.50 then 25.70 p/hr	200.20 then 26.30 p/hr	2.4%	1 st four hours, then hourly	Y
Bar – Resident	174.90 then 25.70 p/hr	179.10 then 26.30 p/hr	2.4%	1 st four hours, then hourly	Y
Bar – Friends of Priory View	141.00 then 25.70 p/hr	144.40 then 26.30 p/hr	2.4%	1 st four hours, then hourly	Y
Bar – Residents Committee (flat fee)	82.30	84.30	2.4%	flat fee	Y
Restaurant – Commercial	195.50 then 25.70 p/hr	200.20 then 26.30 p/hr	2.4%	1 st four hours, then hourly	Y
Restaurant – Residents	174.90 then 25.70 p/hr	179.10 then 26.30 p/hr	2.4%	1 st four hours, then hourly	Y
Restaurant – Friends of Priory View	141.00 then 25.70 p/hr	144.40 then 26.30 p/hr	2.4%	1 st four hours, then hourly	Y
Restaurant – Residents Committee	82.30	84.30	2.4%	flat fee	Y
Bar and Restaurant – Commercial	391.00 then 25.70 p/hr	400.40 then 26.30 p/hr	2.4%	1 st four hours, then hourly	Y
Bar and Restaurant – Residents	349.90 then 25.70 p/hr	358.30 then 26.30 p/hr	2.4%	1 st four hours, then hourly	Y
Bar and Restaurant – Friends of Priory View	281.90 then 25.70 p/hr	288.70 then 26.30 p/hr	2.4%	1 st four hours, then hourly	Y
Bar and Restaurant – Residents Committee	181.10	185.50	2.4%	Flat fee	Y
Library – Residents	14.10	14.40	2.4%	Per hour	N/A
Snapdragon / Rosemary Room - Commercial	87.50/46.30	89.60/47.40	2.4%	Per full/half day	N/A

Name of Fee or Charge	Charge for 2018/19 (£)	Proposed charge for 2019/20 (£)	% Increase	Frequency	Inclusive of VAT?
Snapdragon / Rosemary Room – Residents	77.20/41.20	79.10/42.20	2.4%	Per full/half day	N/A
Snapdragon / Rosemary Room – Friends of Priory View	58.70/30.90	60.10/31.60	2.4%	Per full/half day	N/A
Snapdragon / Rosemary Room – Charities	12.90	13.20	2.4%	Per hour	N/A
Membership fee – Friends of Priory View	15.40	15.80	2.4%	Per application	Y
Garages (48-week basis):					
Garages - per week exclusive of rates, Council Tenant	10.50	11.10	N/A	Per week	N/A
Garages - per week exclusive of rates, Not Council Tenant	12.60	13.30	N/A	Per week	Y
Housing Solutions Enforcement (including Housing Act 2004 and Park Homes):					
Recipient of Housing Act or Park Homes Enforcement Notice	267.30	273.70	2.4%	Per person	N/A
Admin charge for undertaking Works in Default in relation to all enforcement Activity carried out by Housing Solutions	22.9% of cost	23.4% of cost	2.4%	Per Enforcement Notice	N/A
Houses of Multiple Occupation (HMO) Licensing (two-part process) Part 1 – Levied at the point of application, to cover the costs of the scheme's 'authorisation procedures and formalities'	£204.80 per property plus £132.70 per flat or per lettable room	£299.60 per property plus £32.50 per flat or lettable room	N/A	Per unit/property	N/A
HMO licencing (two-part process) Part 2 - If the application is successful, a further fee to cover the costs of running and enforcing the scheme.	Follows the above as new	£129.90 per property plus £57.80 per flat or lettable room	N/A	Per unit/property	N/A

Name of Fee or Charge	Charge for 2018/19 (£)	Proposed charge for 2019/20 (£)	% Increase	Frequency	Inclusive of VAT?
Traveller site pitch fees (52 weeks):					
Single pitch	94.00 – 103.90	93.10 – 103.90	-1% (for affordable rented)	Per week	N/A
Double pitch	113.40	113.40	0	Per week	N/A
Service charges (where levied) pitch	10.30	10.30	0	Per week	N/A
Tenant Service Charges (48-week basis):					
Door Entry Systems	0.20	0.20	0	Per week	N/A
District Heating	3.90 – 20.60	3.90 – 20.60	0	Per week	N/A
Communal Heating	0.10 – 6.20	0.10 – 6.20	0	Per week	N/A
Communal Cleaning	0.60 -14.30	0.60 -14.30	0	Per week	N/A
Communal Electric	0.10 – 8.90	0.20 – 8.90	0	Per week	N/A
Window Cleaning	0.30 - 0.50	0.30 - 0.50	0	Per week	N/A
Staircase Lighting - General Dwellings	0.10 – 3.00	0.10 – 3.00	0	Per week	N/A
Non-Homeless Hostels: Communal Television	0.30	0.30	0	Per week	N/A
Water supply (where property not metered)	3.20 – 5.20	3.20 – 5.20	0	Per week	N/A
Park Homes Charges (per pitch unless otherwise stated):					
Initial Licence Fee per pitch	57.50	58.90	2.4%	Per licence /application / per pitch	N/A
Amendment or transfer fee	267.60	274.00	2.4%	Per licence /application	N/A

Name of Fee or Charge	Charge for 2018/19 (£)	Proposed charge for 2019/20 (£)	% Increase	Frequency	Inclusive of VAT?
Site Expansion Amendment Fee	267.60 plus 9.40 per additional pitch	274.00 plus 9.60 per additional pitch	2.4%	Per application	N/A
Annual Fee per pitch	12.50	12.80	2.4%	Annual charge	N/A
Fit and Proper Persons Register Application	113.30	116.00	2.4%	Per application	N/A
Fee for Depositing Site Rules	33.10	33.90	2.4%	Per Deposit	N/A
Other Private Sector Housing:					
Fee for technical assistance with a Disabled Facilities Grant - % of cost, (for grants not exceeding £27k)	12%	12%	N/A	Per grant application	Y
Fee for technical assistance with a Renewals Grant - % of cost	10%	10%	N/A	Per grant application	Y
Fee chargeable in relation to Empty Homes cases - % of cost	10%	10%	N/A	Per case	Y
Housing Solutions Land Charge Enquiries	51.30	52.50	2.4%	Per enquiry	Y
Early Redemption Grant / Loan Assistance or Works in Default - Land Registry Charge removal	62.40	63.90	2.4%	Per grant/loan	Y
Leaseholders / Landlords:					
Gas Boiler Safety Check and Test	70.00	73.80	5.4%	For each job	Y
Energy Performance Certificate	76.10	80.20	5.4%	For each job	Y
Mortice Lock Replacement	40.10	42.30	5.4%	For each job	Y

Name of Fee or Charge	Charge for 2018/19 (£)	Proposed charge for 2019/20 (£)	% Increase	Frequency	Inclusive of VAT?
Eurolock Replacement	55.60	58.60	5.4%	For each job	Y
Portable Appliance Test (PAT test) per item, maximum 10	7.20	7.60	5.4%	For each job	Y
Consumer unit (renewal /replacement)	230.50	243.00	5.4%	For each job	Y
Electrical Unoccupied Property Cert	158.50	167.10	5.4%	For each job	Y
Renew pair of basin pillar taps	77.20	81.40	5.4%	For each job	Y
Renew 40mm pipe and bath trap	94.70	99.80	5.4%	For each job	Y
Carbon monoxide detector fitting	34.00	35.90	5.4%	For each job	Y
Clear property	10% on contractor cost to cover admin	10% on contractor cost to cover admin	N/A	For each job	Y
Clean property	10% on contractor cost to cover admin	10% on contractor cost to cover admin	N/A	For each job	Y
FREQUENT WORKS QUOTES ABOVE OTHER WORKS REQUESTS ARE AVAILABLE UPON REQUEST FOR A VARIETY OF JOBS					
Lettings Service					
Let only service (Tenant Find) Bronze Service	300.00	307.20	2.4%	For each instance	Y
Let and Rent collection - Silver Service	250.00 and 10% monthly of market rent agreed	256.00 and 10% monthly of market rent agreed	2.4%	For each instance	Y
Full management Gold Service	250.00 and 12% monthly of market rent agreed	256.00 and 12% monthly of market rent agreed	2.4%	For each instance	Y

Name of Fee or Charge	Charge for 2018/19 (£)	Proposed charge for 2019/20 (£)	% Increase	Frequency	Inclusive of VAT?
Rent Assurance / Guarantee Platinum Service	Dependent on market rent agreed with client, 17% to 20% monthly	Dependent on market rent agreed with client, 17% to 20% monthly	2.4%	For each instance	Y
Tenancy Agreement	55.00	56.30	2.4%	For each instance	Y
Inventory	75.00 – 90.00	76.80 – 92.20	2.4%	For each instance	Y
Rent Increase Tenancy Extension	55.00	56.30	2.4%	For each instance	Y
Check out / Final Inspection	75.00	76.80	2.4%	For each instance	Y
Serve Eviction Notice (Bronze and Silver only)	90.00	92.20	2.4%	For each instance	Y
Insurance Policies (admin charge)	15% of stated cost to cover admin	15% of stated cost to cover admin	2.4%	For each instance	Y

Contact us...

by email: customers@centralbedfordshire.gov.uk
on the web: www.centralbedfordshire.gov.uk
Write to Central Bedfordshire Council, Priory House,
Monks Walk, Chicksands, Shefford, Bedfordshire SG17 5TQ