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Date: Friday, 23 February 2024

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Dear Member

COUNCIL - THURSDAY, 22 FEBRUARY 2024

I am now able to enclose, for consideration at the Thursday, 22 February 2024 meeting of the Council, the following reports that were unavailable when the agenda was printed.

Agenda No	Item	Page
10.	Revenue and Capital Budget 2024/2025	(Pages 2 - 95)
11.	Council Tax 2024/2025	(Pages 96 - 101)

Yours sincerely

June Gurry
Clerk

Agenda Item 10, Revenue and Capital Budget 2024/2025**Officer Revised Recommendation****Council Meeting****22 February 2024****(Revisions shown in bold text)**

Revised Recommendation:

1. That for 2024/25 net revenue expenditure of £139.2m resulting in a Council Tax requirement of £88.4m for 2024/25 (a 4.75% increase in Council Tax, of which 2% is for Adult Social Care) be approved.
2. That the **revised** ~~proposed~~ Fees and Charges for 2024/25 **as circulated at Appendix 19**, Capital Strategy 2024/25, Capital Investment Plan 2024/25 and Treasury Management Strategy (including the Prudential Indicators 2024/25; and Annual Minimum Revenue Provision Policy Statement for 2024/25 be approved.
3. That, in accordance with the requirement of the Local Government Act 2003, the advice given by the Chief Finance Officer with respect to the robustness of the budget estimates and the adequacy of the Council's reserves (as set out in the report) be noted.
4. That it be noted that the Brixham Town Council precept for 2024/25 of £473,471 will be included as part of the Torbay Council budget for Council Tax setting purposes.

Torbay Council Fees & Charges

This document outlines the fees & charges applied by Torbay Council in exchange for goods or services provided by the Council. Fees & charges are categorised to assist decision making.

Category	Description	Suggested basis for change
National	Fee set nationally in statute, by a regulator or similar. The Council is not able to vary these fees or charges.	As per national changes
Cost Recovery	Fee set based on recovery of the full cost to deliver the goods or service. The Council must ensure full cost recovery in the provision of this service.	<p>Where full cost recovery is in place, the increase should reflect any changes to the cost of delivering the service.</p> <p>An increase of at least 4% is recommended to cover the estimated pay and price increases. This approach ensures fees & charges are rising in line with the costs associated with support/delivery.</p> <p>Where full cost recovery is not in place, prices are recommended to rise to ensure full cost recovery to prevent inadvertent tax payer subsidy.</p>
Traded	This is a service which is also offered in a commercial environment and the price should reflect market factors such as supply, demand and competition.	Increase by estimated level of inflation in April 2024. Currently assumed to be 4% and matches assumptions in our MTFP.
Subsidised	Fee set below cost to deliver in order to incentivise a particular activity. This category of fee or charge is therefore subsidised by the taxpayer	Increase by at least 4% to cover the average impact of the pay award. This ensures fees & charges are rising in line with the staff costs associated with support/delivery.
Levy	Fee or retrospective charge as a result of activity which the Council is able to levy an additional charge. These fees/charges are typically higher to act as a general disincentive or penalty to prevent non-compliance or failure to meet an agreed course of activity	Increase by estimated level of inflation in April 2024. Currently assumed to be 4% and matches assumptions in our MTFP.

Building Control Fees and Charges

<http://www.torbay.gov.uk/planning-and-building/building-control/bc-fees/>

Standard application charges for new dwellings and those created by conversion (Houses, flats and maisonettes not exceeding 300m ² in area and 3 storeys in height)	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
1 dwelling	1020.00	1070.00	Traded
2 dwellings	1,280.00	1,335.00	Traded
3 dwellings	1,440.00	1,500.00	Traded
4 dwellings	1,600.00	1,665.00	Traded
5 dwellings	1,750.00	1,820.00	Traded
6 dwellings	1,900.00	1,976.00	Traded

For developments in excess of 6 units, please contact the Building Control Division for details

Standard charges for small domestic buildings, extensions, rooms in the roof	£ Current 2023/24 Full Plans Charge	£ Current 2023/24 Building Notice Charge	£ Proposed 2024/25 Full Plans Charge	£ Proposed 2024/25 Building Notice Charge	Category
VAT Rate SR					
Extension not exceeding 10m ²	500.00	565.00	550.00	630.00	Traded
Exceeding 10m ² but not over 40m ²	760.00	820.00	820.00	890.00	Traded
Exceeding 40m ² but not over 100m ²	860.00	940.00	920.00	1,020.00	Traded
Any non-exempt Garage/Carport	420.00	470.00	450.00	510.00	Traded
Loft Conversion	650.00	750.00	700.00	820.00	Traded
Conversion of domestic garage to habitable accommodation	380.00	430.00	430.00	500.00	Traded

(Areas are total floor areas of all storeys measured internally)

Where the total or the aggregation of the floor area of one or more extensions exceeds 40m², please contact the Building Control Department for

Standard charges for the Renovation of Thermal elements, Window replacement and Electrical/Controlled Installations for small domestic buildings VAT Rate SR	£	£	£	£	Category
	Current 2023/24 Full Plans Charge	Current 2023/24 Building Notice Charge	Proposed 2024/25 Full Plans Charge	Proposed 2024/25 Building Notice Charge	
Renovation of a thermal element to a single dwelling, (replacement roof covering, render, internal plaster or insulation)	200.00	200.00	250.00	250.00	Traded
Controllable electrical work to a domestic dwelling, (not competent persons)	175.00	175.00	180.00	180.00	Traded
Electrical work comprising of re- wiring a whole house (not competent persons)	240.00	240.00	270.00	270.00	Traded
Replacement of windows/doors (not competent persons) 1-4	150.00	150.00	155.00	155.00	Traded
Replacement of windows/doors (not competent persons) 5+	220.00	220.00	230.00	230.00	Traded
Installation of microgeneration systems or the installation of solid fuel, gas or oil fired appliances	150.00	150.00	200.00	200.00	Traded

Standard charges for all other building work (including renovation of thermal elements to Non Domestic Buildings) VAT Rate SR	£	£	£	£	Category
	Current 2023/24 Full Plans Charge	Current 2023/24 Building Notice Charge	Proposed 2024/25 Full Plans Charge	Proposed 2024/25 Building Notice Charge	
Under £2,000	210.00	240.00	240.00	300.00	Traded
£2,001 – £5,000	330.00	370.00	380.00	440.00	Traded
£5,001 – £10,000	420.00	500.00	470.00	560.00	Traded
£10,001 – £25,000	650.00	650.00	700.00	700.00	Traded
£25,001 – £50,000	790.00	790.00	840.00	840.00	Traded

For developments in excess of £50,000 please contact the Building Control Division for details

Regularisation Fees Domestic Extensions and Alterations VAT Rate OS	£	£	Category
	Current 2023/24	Proposed 2024/25	
Extension not exceeding 10m sq	695.00	835.00	Levy
Exceeding 10m sq but not over 40m sq	990.00	1,188.00	Levy
Exceeding 40m sq and over	1,230.00	1,476.00	Levy
Any garage/carport	590.00	710.00	Levy
Conversion of domestic garage to habitable accommodation	550.00	710.00	Levy
Loft conversion	1,120.00	1,344.00	Levy
Renovation of a thermal element to a single dwelling, (replacement roof covering, render, internal plaster or insulation)	290.00	340.00	Levy
Installation of microgeneration systems or the installation of solid fuel, gas or oil fired appliances	220.00	290.00	Levy
Controllable electrical work to a domestic dwelling	250.00	260.00	Levy
Electrical work comprising of re- wiring a whole house	310.00	340.00	Levy
Replacement of windows 1-4	220.00	230.00	Levy
Replacement of windows 5+	300.00	312.00	Levy
Regularisation Fees The Building or Conversion of New Dwellings VAT Rate OS	£	£	Category
Current 2023/24	Proposed 2024/25		
1 dwelling	1,150.00	1,280.00	Levy
2 dwellings	1,490.00	1,600.00	Levy
3 dwellings	1,750.00	1,820.00	Levy
4 dwellings	1,920.00	1,996.80	Levy

Regularisation Fees Calculation of Charges for all Other Building Work:	£	£	Category
	Current	Proposed	

Estimated Cost of Work VAT Rate OS	2023/24
Under £2,000	310.00
£2,001 – £5,000	520.00
£5,001 – £10,000	774.00
£10,001 – £25,000	950.00
£25,001 – £50,000	1,150.00

2024/25
400.00
541.00
805.00
990.00
1,200.00

Levy
Levy
Levy
Levy
Levy

For works with an estimated value over £50,000 please contact

Parking - Off Street

Off Street Parking Places – Zone 1 (charges apply 7am to midnight)

VAT Rate SR

Brixham

Car Park	Up to 30 minutes	Up to 1 hour	Up to 2 hours	Up to 3 hours	Overnight ²
Brixham Central Car Park ¹	£0.90	£1.60	£2.80	£4.00	£4.90

¹ – Maximum stay of 3 hours permitted during the period 7am to 6pm every day.

² - Overnight is available 6pm to midnight

Paignton

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours	Overnight ³
Churchward Road Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Crown & Anchor Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Great Western Car Park ¹	£1.60	£2.80	£4.00	n/a	n/a	£4.90
Preston Gardens Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Station Lane Car Park ²	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Victoria Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a

¹ – Maximum stay of 3 hours permitted during the period 7am to 6pm every day.

² – Long stay car park also has a section of parking bays that allow a maximum stay of 60 minutes.

³ - Overnight is available 6pm to midnight

Torquay

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours	Overnight ⁵
Brunswick Square Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Chilcote Close Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Lower Union Lane Multi Storey Car Park ³	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Lower Union Lane Shoppers Car Park ⁴	£1.60	n/a	n/a	n/a	n/a	£4.90
Lymington Road Coach Station Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Melville Street Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
St Marychurch Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Town Hall Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Union Square Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a

³ – Pay on exit car park.

⁴ – Maximum stay of 1 hour permitted during the period 7am to 6pm every day.

⁵ - Overnight is available 6pm to midnight

Off Street Parking Places – Zone 2 (charges apply 7am to midnight)

VAT Rate SR

Brixham

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours
Freshwater Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Oxen Cove Car Park	£1.70	£2.90	£4.10	£5.30	£10.10

Paignton

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours
Clennon Valley Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Roundham Car Park ¹	£1.70	£2.90	£4.10	£5.30	£10.10

¹ – Winter parking charges apply during the period 1st November to 20th March (dates inclusive), these charges are listed at end of this Schedule.

Torquay

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours
Hampton Avenue Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Harbour Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Meadfoot Road Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Princes Street Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Shedden Hill Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Torre Valley Car Park ¹	£1.70	£2.90	£4.10	£5.30	£10.10
Walls Hill Car Park	£1.70	£2.90	£4.10	£5.30	£10.10

¹ – Winter parking charges apply during the period 1st November to 20th March (dates inclusive), these charges are listed at end of this Schedule.

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Winter Tariff (only available during the period 1st November to 20th March – dates inclusive) – the above charges apply outside of this period

Car Park	Up to 1 hour	Up to 2 hours	Up to 4 hours	Up to 17 hours
Roundham Car Park	£1.00	£1.40	£2.30	£3.40
Torre Valley Car Park	£1.00	£1.40	£2.30	£3.40

Off Street Parking Places – Zone 3 (charges apply 7am to midnight)

VAT Rate SR

Brixham

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours
Breakwater Car Park ¹	£1.80	£3.10	£4.50	£5.60	£10.70

¹ – Winter parking charges apply during the period 1st November to 20th March (dates inclusive), these charges are listed at end of this Schedule.

Paignton

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours	Overnight ³
Broadsands Car Park ¹	£1.80	£3.10	£4.50	£5.60	£10.70	n/a
Cliff Park Road Car Park ¹	£1.80	£3.10	£4.50	£5.60	£10.70	n/a
Colin Road Car Park	n/a	£3.10	£4.50	£5.60	£10.70	n/a
Goodrington ²	n/a	£3.10	£4.50	n/a	n/a	£5.00
Quaywest Car Park	n/a	£3.10	£4.50	£5.60	£10.70	n/a
Youngs Park Car Park	n/a	£3.10	£4.50	£5.60	£10.70	n/a

¹ – Winter parking charges apply during the period 1st November to 20th March (dates inclusive), these charges are listed at end of Schedule 7.

² – Maximum stay of 3 hours permitted during the period 7am to 6pm every day.

³ - Overnight is available 6pm to midnight

Torquay

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours
Abbey Park Car Park	n/a	£3.10	£4.50	£5.60	£10.70
Beacon Quay Car Park	n/a	£3.10	£4.50	£5.60	£10.70
Kilmorie Car Park ¹	£1.80	£3.10	£4.50	£5.60	£10.70
Meadfoot Beach Car Park ¹	£1.80	£3.10	£4.50	£5.60	£10.70

¹ – Winter parking charges apply during the period 1st November to 20th March (dates inclusive), these charges are listed at end of this Schedule.

Winter Tariff (only available during the period 1st November to 20th March – dates inclusive) – the above charges apply outside of this period

Car Park	Up to 1 hour	Up to 2 hours	Up to 4 hours	Up to 17 hours
Breakwater	£1.00	£1.40	£2.30	£3.40
Broadsands	£1.00	£1.40	£2.30	£3.40
Cliff Park Road	£1.00	£1.40	£2.30	£3.40
Kilmorie	£1.00	£1.40	£2.30	£3.40
Meadfoot Beach	£1.00	£1.40	£2.30	£3.40

Off Street Parking Places – Commercial Vehicle Locations (Charges apply 7am to midnight)

VAT Rate SR

Brixham

Car Park	Up to 1 hour	Up to 4 hours	Up to 17 hours
Freshwater Car Park	£5.90	£11.90	£18.20

Paignton

Car Park	Up to 1 hour	Up to 4 hours	Up to 17 hours
Clennon Valley Car Park	£5.90	£11.90	£18.20
Victoria Car Park	£5.90	£11.90	£18.20

Torquay

Car Park	Up to 1 hour	Up to 4 hours	Up to 17 hours
Hampton Avenue Car Park	£5.90	£11.90	£18.20
Lymington Road Coach Station Car Park	£5.90	£11.90	£18.20
Shedden Hill Car Park	£5.90	£11.90	£18.20

Promotional Parking Charges

VAT Rate SR

Parking period up to:

Parking Promotion 1 – up to 6 hours

Charge

50p

Parking Promotion 1 – up to 12 hours

£1.00

Shedden Hill

Car Parking - Pay and Display Charges

Agreed charges for 2024/25

On Street Parking Places – Zone 1

VAT Rate OS

Paignton

Street	Charging Hours	Up to 4 hours	All day
Sands Road	8am to 6pm, daily	£1.90	£3.00
Stearfield Road	8am to 6pm, daily	£1.90	£3.00

Torquay

Street	Charging Hours	Up to 4 hours	All day
Lymington Road (commuter spaces)	9am to 5pm, Mon-Sat	£1.90	£3.00
Magdalene Road	9am to 5pm, Mon-Sat	£1.90	£3.00
Newton Road	8am to 6pm, daily	£1.90	£3.00

On Street Parking Places – Zone 2

VAT Rate OS

Paignton

Street	Charging Hours	Up to 30 minutes	Up to 1 hour	Up to 1.5 hours	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 5 hours	Up to 6 hours	All day
Adelphi Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Dendy Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Hyde Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Palace Avenue	9am to 6pm, Mon-Sat	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Queens Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Torbay Road	9am to 6pm, daily (one section is 10am to 6pm daily)	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Torquay Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20

Torquay

Street	Charging Hours	Up to 30 minutes	Up to 1 hour	Up to 1.5 hours	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 5 hours	Up to 6 hours	All day
Abbey Road	9am to 5pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Babbacombe Road	8am to 6pm, Mon-Sat (one section is 8am to 6pm, daily)	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Briary Lane	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Castle Road	8am to 6pm, Mon-Sat	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Lymington Road	8am to 6pm, Mon-Sat	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Market Street	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Parkhill Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Palmlico	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
The Terrace	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Torwood Gardens Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Torwood Street	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Union Street	8am to 6pm, Mon-Sat	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20

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On Street Parking Places – Zone 3

VAT Rate OS

Paignton

Street	Charging Hours	Up to 30 minutes	Up to 1 hour	Up to 1.5 hours	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 5 hours	Up to 6 hours	24 hours
Eastern Esplanade	24 hours a day, daily	£1.30	£2.00	£2.90	£3.60	£4.80	£5.90	£7.00	£8.10	£11.60
Marine Drive	24 hours a day, daily	£1.30	£2.00	£2.90	£3.60	£4.80	£5.90	£7.00	£8.10	£11.60

Torquay

Street	Charging Hours	Up to 30 minutes	Up to 1 hour	Up to 1.5 hours	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 5 hours	Up to 6 hours	24 hours
Torbay Road	24 hours a day, daily	£1.30	£2.00	£2.90	£3.60	£4.80	£5.90	£7.00	£8.10	£11.60

On Street Parking Permits

VAT Rate OS

Permit Type	Current Charge	Proposed Charges	Category
Annual On Street Permit (up front)*	£670.00	£700.00	Traded
Monthly On Street Permit	£99.00	£105.00	Traded
Monthly Commuter On Street Permit	£60.00	£63.00	Traded
Healthcare and Emergency Badge	£15.00	£15.00	Cost recovery
Controlled Parking Zone	£30.00	£30.00	Cost recovery

* Note – Cost of Annual Permit increases to £748.00 if paid for using Direct Debit option

Parking Permits and Commercial Parking - Fees and Charges

Types of Parking Permits – Off-Street		Current Charges 2023/24	Proposed Charges 2024/25	Category
Permit Type	Coverage			
Annual (up front)	Covers use in all Torbay Council car parks	£440.00	£455.00	Traded
Monthly	Covers use in all Torbay Council car parks except the Harbour and Lower Union Lane	£72.00	£75.00	Traded
8 days	Covers use in all Torbay Council Car Parks except The Harbour and Lower Union Lane	£50.00	£52.00	Traded
4 days		£28.00	£29.00	Traded
Off Peak	Valid 3.00 p.m. to 10.00 a.m. and covers use in all Torbay Council car parks except pay-on-exit (i.e. The Harbour and Lower Union Lane).	£72.00	£75.00	Traded
Disabled Persons Parking Permit	All Pay & Display Car Parks	£45.00	£46.50	Cost recovery
Administration fee to change vehicle registration details on car park permits	All car park permits	£25.00	£25.00	Cost recovery

Note – Cost of Annual Permit increases to £501.50 if paid for using Direct Debit option

Reserved Bays		Charges 2023/24	Charges 2024/25	Category
Beacon Quay	3 spaces	£660.00	£680.00	Traded
Breakwater	2 spaces	£660.00	£680.00	Traded
Chilcote Close	10 spaces	£660.00	£680.00	Traded
Freshwater	24 spaces	£660.00	£680.00	Traded
Harbour Car Park	Not specified	£660.00	£680.00	Traded
Harbour Car Park - Museum Road	Not specified	£660.00	£680.00	Traded
Lymington Road Coach Station	Innovation centre tenants only (28 spaces) Not for general public sale	N/A	N/A	Traded
St Dominics Close	4 spaces	£660.00	£680.00	Traded
Victoria	40 spaces	£660.00	£680.00	Traded
Shedden Hill Car Park	Torquay Lawn Tennis Club only (10 spaces)	N/A	N/A	Traded
Southern Quay	Residential	£715.00	£740.00	Traded
Southern Quay	Business	£1,500.00	£1,545.00	Traded
Reserved Bays	Notification of change of business	£50.00	£50.00	Cost recovery

Commercial Parking (includes coaches) Car Parks VAT Rate SR	£ Current Charges 2023/24	£ Proposed Charges 2024/25	Category
Time Period - All year round			
Up to 1 hour	£5.70	£5.90	Traded
Up to 4 hours	£11.50	£11.90	Traded
Up to 24 hours	£17.60	£18.20	Traded
Weekly	£71.00	£74.00	Traded

Community Safety Fees & Charges

Food, Health & Safety and Public Safety Discretionary Fees

Body alteration registrations http://www.torbay.gov.uk/business/licensing/skin-piercing/	£	£	Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Tattooing, Electrolysis and Body Piercing (excluding cartridge systems) – Premises	185.00	290.00	Cost Recovery
Tattooing, Electrolysis and Body Piercing (excluding cartridge systems) – Practitioner	90.00	167.00	Cost Recovery
Practitioner registration at reduced rate per person when completing a joint application (Premises and Practitioner)	N/A	100.00	Cost Recovery
Tattooing, Electrolysis and Body Piercing - Amendment to registration	52.00	55.00	Cost Recovery
Ear piercing using an approved cartridge system – Premises	100.00	155.00	Cost Recovery
Ear piercing using an approved cartridge system – Practitioner	75.00	139.00	Cost Recovery
Ear Piercing using an approved cartridge system - Practitioner registration at reduced rate per person when completing a joint application (Premises and Practitioner)	N/A	84.00	Cost Recovery
Ear piercing: Amendment to registration	55.00	55.00	Cost Recovery

Fish Export Certificates	£	£	Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
*Export Certificates (fish) – Basic	30.00	34.00	Cost Recovery
*Export Support Attestation	120.00	135.00	Cost Recovery
*Any Export Certificates (fish) – Advanced	120.00	135.00	Cost Recovery
*Any Export Certificates (fish) – Advanced - Late Notice where notified after 1pm	N/A	180.00	Cost Recovery
*Export Certificates (fish) – Advanced (where re-issued required due to error caused by business)	120.00	135.00	Cost Recovery
* Charges applicable Monday-Friday			

Factual reports to Solicitors following accidents	£	£	Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Factual report	230.00	239.00	Cost Recovery
Photocopying per sheet	1.65	1.72	Cost Recovery
Photographs	Actual costs	Actual costs	Cost Recovery

Sports Grounds	£	£	Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
General or Special Safety Certificate (Sports grounds) - new	3,500.00	3,640.00	Cost Recovery
General or Special Safety Certificate (Sports grounds) – alteration requested by sports grounds	1,000.00	1,040.00	Cost Recovery
Regulated Stand (Sports grounds) - new	1,000.00	1,040.00	Cost Recovery
Regulated Stand (Sports grounds) - alteration requested by sports grounds	500.00	520.00	Cost Recovery

Licensing Discretionary Fees

Street Trading http://www.torbay.gov.uk/business/licensing/street-and-trading/street-trading/	£	£	Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Annual	1,132.00	1,178.00	Cost Recovery
3 months	505.00	525.00	Cost Recovery
1 month	215.00	224.00	Cost Recovery
Daily	165.00	172.00	Cost Recovery
Replacement or amendment	38.00	40.00	Cost Recovery
Small Traders 0-15 #			
1 day only	N/A	200.00	Cost Recovery
2-3 days	340.00	354.00	Cost Recovery
4-6 days	497.00	517.00	Cost Recovery
7-9 days	652.00	678.00	Cost Recovery
10-12 days	807.00	839.00	Cost Recovery
13-15 days	962.00	1,000.00	Cost Recovery
16+ days	1,116.00	1,161.00	Cost Recovery
Medium Traders 16-30 #			
1 day only	N/A	400.00	Cost Recovery
2-3 days	824.00	857.00	Cost Recovery
4-6 days	1,210.00	1,259.00	Cost Recovery
7-9 days	1,597.00	1,661.00	Cost Recovery
10-12 days	1,988.00	2,068.00	Cost Recovery
13-15 days	2,374.00	2,469.00	Cost Recovery
16+ days	2,685.00	2,792.00	Cost Recovery
High Traders 31+ #			
1 day only	N/A	600.00	Cost Recovery
2-3 days	1,320.00	1,373.00	Cost Recovery
4-6 days	1,946.00	2,024.00	Cost Recovery
7-9 days	2,563.00	2,666.00	Cost Recovery
10-12 days	3,184.00	3,311.00	Cost Recovery
13-15 days	3,797.00	3,949.00	Cost Recovery
16+ days	4,427.00	4,604.00	Cost Recovery
Annual Fee for Outdoor Torquay Town Centre Market Supported by Torbay Council (up to 15 stalls)	N/A	1,000.00	Cost Recovery
Annual Fee for Outdoor Torquay Town Centre Market Supported by Torbay Council (up to 30 stalls)	N/A	1,300.00	Cost Recovery
Annual Fee for Outdoor Torquay Town Centre Market Supported by Torbay Council (31 stalls plus)	N/A	1,600.00	Cost Recovery

If an applicant applying for an event/events, applies for a number of days within a given time period, even if those days are not consecutive or not at the same location then the charge will be based upon total number of days applied for. However this cannot be done in retrospect.

Local Community Street Trading Events (i.e. friend of park etc.) where the purpose is charitable, but where stall holders *only pay a contribution* for charitable purposes - (with agreement from Council) - applicant will pay *half* the fee listed in the traders fee table above e.g. if £400, then they will pay £200.

Council Event, run by the Events Team (as opposed to an event support by TBC) then fee will be *half* the fee listed in the trader fee table above. Charitable Street Trading Events, where ALL money raised is for charitable purposes - Free (with agreement from Council)

Zoo Licensing http://www.torbay.gov.uk/business/licensing/animals/zoo/	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
First ever licence	895.00	3000.00	Cost Recovery
Statutory six yearly inspection	400.00	2000.00	Cost Recovery
Periodic three year inspection	500.00	2000.00	Cost Recovery
Informal annual inspection	500.00	500.00	Cost Recovery
Transfer of Licence	260.00	270.00	Cost Recovery

Dangerous Wild Animal Licences http://www.torbay.gov.uk/business/licensing/animals/	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Dangerous Wild Animals Act 1976**	575.00	600.00	Cost Recovery
** Plus costs of vets fees as required			

All Animal Licences (except Zoo and DWA) (see Footnote) http://www.torbay.gov.uk/business/licensing/animals/	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Home Boarding **	424.00	530.00	Cost Recovery
Kennels inc Catteries **	495.00	600.00	Cost Recovery
Pet Shops	526.00	630.00	Cost Recovery
Dog Breeding **	526.00	630.00	Cost Recovery
Day Care **	466.00	550.00	Cost Recovery
Horses (Riding Establishments) **	642.00	770.00	Cost Recovery
Performing Animals **	466.00	550.00	Cost Recovery

** Plus costs of vets fees as required

Footnote:

In all cases where there is more than one activity per licence. The fee will be:

Highest Cost Activity - Full Fee, plus;

Second (or second Highest) Cost Activity - 30% of fee

Any third or subsequent activity add 10% of fee

Sex Entertainment Premises http://www.torbay.gov.uk/business/licensing/sex-entertainment-venue/	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Sex Shop Establishment: New Application (non refundable)	7,212.00	7,212.00	Cost Recovery
Sex Shop Establishment: Annual Licence Fee (non refundable)	4,208.00	4,208.00	Cost Recovery
Sex Shop Establishment: Transfer of Licence (non refundable)	4,208.00	640.00	Cost Recovery
Sexual Entertainment Venue: New Application (non refundable)	7,212.00	7,212.00	Cost Recovery
Sexual Entertainment Venue: Annual Licence Fee (non refundable)	4,208.00	4,208.00	Cost Recovery
Sexual Entertainment Venue: Transfer of Licence (non refundable)	4,208.00	640.00	Cost Recovery
Premises Variation	616.00	640.00	Cost Recovery

Distribution of printed matter http://www.torbay.gov.uk/business/licensing/street-and-trading/leaflets/	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Consent under CNEA to distribute free printed matter – one distributor	138.00	144.00	Cost Recovery
For each additional distributor up to a maximum of six	26.00	27.00	Cost Recovery

Park Homes http://www.torbay.gov.uk/business/licensing/caravan-and-park-home-sites/	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Annual Licence Fee (Lower band)	160.00	166.00	Cost Recovery
Annual Licence Fee (Higher band)	3,000.00	3,120.00	Cost Recovery
Application Fee for a Site Licence	775.00	806.00	Cost Recovery
Application to Transfer a Site Licence	412.00	428.00	Cost Recovery
Application to vary conditions on a Site Licence	412.00	428.00	Cost Recovery
To post site conditions on Council website	96.00	100.00	Cost Recovery
Compliance Notice – Cost of Notice*	96.00	100.00	Cost Recovery

*The costs of enforcement will then be added to this figure

Hackney Carriage http://www.torbay.gov.uk/business/licensing/taxis/hackney-carriage/	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Vehicle Annual - New (Includes plate and bracket)	244.00	255.00	Cost Recovery
Vehicle Annual Renewal	149.00	185.00	Cost Recovery
Driver (New)	358.00	375.00	Cost Recovery
Driver (Renewal)	257.00	270.00	Cost Recovery
Drivers badge (replacement)	30.00	32.00	Cost Recovery
Transfer (permanent or temporary)/change of vehicle	70.00	73.00	Cost Recovery
Plate	70.00	73.00	Cost Recovery
Replacement bracket	25.00	35.00	Cost Recovery
Knowledge test	74.00	77.00	Cost Recovery

Vehicle inspection fee levied at cost following procurement process

Private Hire Vehicles http://www.torbay.gov.uk/business/licensing/taxis/private-hire/	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Vehicle Annual New (Includes plate and bracket)	225.00	235.00	Cost Recovery
Vehicle Annual Renewal	130.00	165.00	Cost Recovery
Driver (New)	358.00	375.00	Cost Recovery
Driver (Renewal)	257.00	270.00	Cost Recovery
Drivers badge (replacement)	30.00	32.00	Cost Recovery
Operator (per vehicle) - 1 year (only in exceptional circumstances)	67.00	70.00	Cost Recovery
Operator (per vehicle) 5 year licence	110.00	114.00	Cost Recovery
Transfer (permanent or temporary)/change of vehicle	70.00	73.00	Cost Recovery
Plate	70.00	73.00	Cost Recovery
Replacement bracket and holder	25.00	35.00	Cost Recovery
Knowledge test	74.00	77.00	Cost Recovery
* Operators Licence still required			

Other Charges	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate SR			
Handbook & replacements	27.00	28.00	Cost Recovery
Assistance/advice appointment	55.00	70.00	Traded

Gambling Fees http://www.torbay.gov.uk/business/licensing/gambling/gambling-premises-licence/	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Application for new premises licence			
Small Casino	8,000.00	8,000.00	National
Bingo Premises	3,500.00	3,500.00	National
Betting Premises (Tracks)	2,500.00	2,500.00	National
Betting Premises (Other)	3,000.00	3,000.00	National
Adult Gaming Centres	2,000.00	2,000.00	National
Licensed Family Entertainment Centre	2,000.00	2,000.00	National
Application to vary premises licence			
Small Casino	4,000.00	4,000.00	National
Casino (existing)	2,000.00	2,000.00	National
Bingo Premises	1,750.00	1,750.00	National
Betting Premises (Tracks)	1,250.00	1,250.00	National
Betting Premises (Other)	1,500.00	1,500.00	National
Adult Gaming Centres	1,000.00	1,000.00	National
Licensed Family Entertainment Centre	1,000.00	1,000.00	National
1st Annual Fee			
Small Casino	5,000.00	5,000.00	National
Casino (existing)	3,000.00	3,000.00	National
Bingo Premises	1,000.00	1,000.00	National
Betting Premises (Tracks)	1,000.00	1,000.00	National
Betting Premises (Other)	600.00	600.00	National
Adult Gaming Centres	1,000.00	1,000.00	National
Licensed Family Entertainment Centre	750.00	750.00	National
Application to transfer the premises licence			
Small Casino	1,800.00	1,800.00	National
Casino (existing)	1,350.00	1,350.00	National
Bingo Premises	1,200.00	1,200.00	National
Betting Premises (Tracks)	950.00	950.00	National
Betting Premises (Other)	1,200.00	1,200.00	National
Adult Gaming Centres	1,200.00	1,200.00	National
Licensed FEC	950.00	950.00	National
Application for re-instatement of premises licence			
Small Casino	1,800.00	1,800.00	National
Casino (existing)	1,350.00	1,350.00	National
Bingo Premises	1,200.00	1,200.00	National
Betting Premises (Tracks)	950.00	950.00	National
Betting Premises (Other)	1,200.00	1,200.00	National
Adult Gaming Centres	1,200.00	1,200.00	National
Licensed Family Entertainment Centre	950.00	950.00	National
Application for a provisional statement			
Small Casino	8,000.00	8,000.00	National
Bingo Premises	3,500.00	3,500.00	National
Betting Premises (Tracks)	2,500.00	2,500.00	National
Betting Premises (Other)	3,000.00	3,000.00	National
Adult Gaming Centres	2,000.00	2,000.00	National
Licensed Family Entertainment Centre	2,000.00	2,000.00	National
Application for a premises licence for a premises which already has a provisional statement			
Small Casino	3,000.00	3,000.00	National
Bingo Premises	1,200.00	1,200.00	National
Betting Premises (Tracks)	950.00	950.00	National
Betting Premises (Other)	1,200.00	1,200.00	National
Adult Gaming Centres	1,200.00	1,200.00	National
Licensed Family Entertainment Centre	950.00	950.00	National
Application checking service for Licensing & Gambling applications*			
Premises Licence & Club Premises Certificate applications (Licensing Act 2003 & Gambling Act 2005)	55.00	57.00	Traded
Transfer and Vary DPS application (Licensing Act 2003 & Gambling Act 2005)	22.00	23.00	Traded
Personal Licence applications (Licensing Act 2003)	17.00	18.00	Traded
Permits (Gambling Act 2005)	17.00	18.00	Traded
TEN application, assistance and send	N/A	15.00	Traded
Rate per hour for other application checks	75.00	90.00	Traded

Advice and Support	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate SR			
Licensing advice and support visits for Businesses*			
Application licence advice (Up to 2 hours, including site visit & short report, identifying key issues)	150.00	180.00	Traded
Food and Safety training, advice and support visits for Businesses*			
VAT Rate OS			
New Business Health Check (Up to 2 hours, including site visit & short report, identifying key priorities)	135.00	180.00	Traded
FHRS Rescore visit	180.00	200.00	Traded
Training			
VAT Rate EX			
Training on pre arranged Food Hygiene training courses (Course will run if there are sufficient delegates)_per delegate	70.00	73.00	Traded
On site training for companies for up to 12	495.00	550.00	Traded
H&S Courses 1/2 day	350.00	360.00	Traded
H&S Courses full day	690.00	720.00	Traded

*These services are in the process of being developed and further notification will be given before the service and therefore

Pavement Cafe Permit (per annum) and A Boards http://www.torbay.gov.uk/roads/highways-licenses/street-cafe/	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Band 1-up to 10sqm	335.00	335.00	Cost recovery
Band 2- 10 to 20sqm	493.00	493.00	Cost recovery
Band 3 - 20 to 30sqm	663.00	663.00	Cost recovery
Band 4 - over 30sqm	827.00	827.00	Cost recovery
In addition to Band above - Permit to include non amplified music	110.00	110.00	Cost recovery
Temporary Event for amplified music	82.00	82.00	Cost recovery
Appeal to Licensing Committee	230.00	230.00	Cost recovery
Variation	210.00	210.00	Cost recovery
A Board application	132.00	132.00	Cost recovery

Environmental Protection Discretionary Fees http://www.torbay.gov.uk/asb-environment-and- nuisance/	£		Category
	Current 2023/24	Proposed 2024/25	
VAT Rate OS			
Stray Dogs			
Carriage of Stray Dogs	80.00	83.00	Cost Recovery
Carriage of Stray Dogs (Government Fine £25.00) plus dog warden transportation costs	112.00	117.00	Cost Recovery
Out of hours call out (stray dogs)		108.00	Cost Recovery
Payment Plan Arrangement Fee	17.00	18.00	Cost Recovery
Private Water Supply Charges			
Risk Assessment	251.00	261.00	Cost recovery
Sampling Visit	106.00	110.00	Cost recovery
Investigation	132.00	137.00	Cost recovery
Granting Authorisation	132.00	137.00	Cost recovery
Missed Appointment	45.00	47.00	Cost recovery
Scrap Metal Act			
Site Licence Application Fee (3 years)	976.00	976.00	Cost recovery
Collectors Licence Application Fee	499.00	499.00	Cost recovery
Variation Cost	112.00	112.00	Cost recovery
Renewal Fee – Site Licence	731.00	731.00	Cost recovery
Renewal Fee - Collector	366.00	366.00	Cost recovery

Environmental Crime - Fixed Penalty Notice Charges	£		Category	Comments
	Current 2023/24	Proposed 2024/25		
VAT Rate OS				
PSPO (Hops Nose and Berry Head)	100.00	100.00	National	
PSPO (Dispersal)	N/A	80.00	National	
PSPO (Alcohol)	80.00	80.00	National	
Littering - with a £50 discount to £100 for early payment (within 10 days)	80.00	150.00	National	National Banding £65 min to £500 max. Payment within 10 days (beginning date of notice) discounted to £100 (minimum discount allowable £50)
PSPO (Dog Fouling)	80.00	100.00	National	£100 maximum set by Torbay council PSPO. Payment within 10 days (beginning date of notice) discounted to £80 (minimum discount allowable £50)
PSPO (Dog off lead)	100.00	100.00	National	£100 maximum set by Torbay council PSPO. Payment within 10 days (beginning date of notice) discounted to £80 (minimum discount allowable £50)
Graffiti	80.00	150.00	National	National Banding £65 min to £500 max. Payment within 10 days (beginning date of notice) discounted to £100 (minimum discount allowable £50)
Fly-posting	80.00	150.00	National	National Banding £65 min to £500 max. Payment within 10 days (beginning date of notice) discounted to £100 (minimum discount allowable £50)
Abandoning a Vehicle	200.00	200.00	National	Nationally set at £200. No early repayment discount.
Fly Tipping - Upper Offence	400.00	600.00	National	National Banding £150 min to £1000 max. Payment within 10 days (beginning date of notice) discounted to £300 (minimum discounted rate allowable £120).
Fly Tipping - Lower Offence	N/A	400.00	National	National Banding £150 min to £1000 max. Payment within 10 days (beginning date of notice) discounted to £200 (minimum discounted rate allowable £120).
Failure to Produce a Waste Transfer Note	300.00	300.00	National	Nationally set at £300.00. No early repayment discount.
Domestic Waste Receptical Offences	60.00	60.00	National	National Banding £60 min to £80 max. Payment within 10 days (beginning date of notice) discounted to £40 (minimum discount allowable £40)
Household Waste Duty of Care	400.00	400.00	National	National Banding £150 min to £600 max. Payment within 10 days discounted to £300 (minimum discounted rate allowable £180)
Industrial and Commercial Waste Receptical Offences	110.00	110.00	National	National Banding £75min to £110 max. Payment within 10 days (beginning date of notice) discounted to £80 (minimum discount allowable £60)
Nuisance Parking	N/A	100.00	National	Nationally set at £100. No early repayment discount

Notes on Fixed Penalty Notices:

Littering: Dropping litter anywhere is an offence. Litter is everything from food packaging to cigarette butts and chewing gum. It can also include feeding birds. Urinating is an offence under various legislation to urinate on public surfaces, roads, pavements or streets and may be treated as littering when acted upon by the Council.

Dog fouling (PSPO): Dog fouling in a public place and failing to pick it up it is an offence.

Dogs not on lead (PSPO): Allowing a dog/s to be off a lead in an area designated that it must be on a lead, is an offence.

Flyposting: It is an offence to display advertising material on buildings and street furniture without the consent of the owner. We will remove any fly posting on the highway and issue an FPN for offences or prosecute in **serious cases**.

Fly-tipping: Fly-tipping is the illegal dumping of waste. It can vary in scale significantly, from a bin bag of rubbish, to larger bulky waste items being dumped, such as mattresses or white goods.

Domestic duty of care: Where fly-tipped waste or waste in the hands of a non registered waste holder is traced back to an individual who is found to have failed to take reasonable steps to ensure that they transferred the waste to an authorised person. An FPN can be offered in place of a prosecution.

Commercial waste duty of care: Businesses have a duty of care to ensure their waste is removed by a licensed waste carrier. If we suspect a business is not dealing with its waste responsibly, we can issue a notice requiring the production of waste transfer documents. Failure to produce the documents results in the issue of a fine.

Private Sector Housing http://www.torbay.gov.uk/housing/advice-for-landlords/hmo/		£	£	
		Current 2023/24	Proposed 2024/25	Category
VAT Rate OS				
HMO Licensing - New application		1,639.00	1,704.56	Cost Recovery
HMO Licensing - New application (enforced)		2,512.00	2,612.48	Levy
HMO Licensing - Renewal		1,362.00	1,416.48	Cost Recovery
HMO Licensing - Renewal (enforced)		1,689.00	1,756.56	Levy
Charges for Housing Act Notices plus reasonable costs incurred by the Council		Variable from 151.00 to 755.00	Variable from 151.00 to 755.00	Cost Recovery
Immigration Inspection Fee		190.00	197.60	Cost Recovery
Administrative Charge for landlords who fail to submit documentation when requested		55.00	57.20	Levy
Works in Default (minimum admin charge)		£115 or 30% of total works (whichever is greater)	£119.60 or 30% of total works (whichever is greater)	Levy

General Fees for all services		£	£	
		Current 2023/24	Proposed 2024/25	Category
VAT Rate SR				
Personal Search/Solicitor Enquiries		90.00	94.00	Traded
Contaminated Land Searches (per hour)		105.00	109.00	Traded
Repayment of fee where error was the applicant's		36.00	37.00	Traded
Replacement licence certificates		42.00	44.00	Traded

Note: Visits carried out partly or entirely outside normal office hours may incur a surcharge of 50% on the standard fee or on

Domestic Minimum Energy Efficiency Standard Regs (MEES)		£	£	
		Current 2023/24	Proposed 2024/25	Category
VAT Rate OS				
Civil Penalty		From 1,000 to 5,000 as per policy	From 1,000 to 5,000 as per policy	Levy

Disabled Facility Grant (Agreed via Housing Assistance Policy)		£	£	
		Current 2023/24	Proposed 2024/25	Category
VAT Rate SR				
Project Management Fee		25%	15% fee applied to the first £30,000.00 with 12% applied to discretionary element above £30,000.00	Traded

Temporary Accommodation		£	£	
		Current 2023/24 weekly rate	Proposed 2024/25 weekly rate	Category
VAT Rate				
Council Tax - Tenants are liable for full amounts, subject to valid housing and Council tax claim and amount of award given.		0	See notes	
Licence Fee - Tenants are liable for full amounts, subject to valid housing and Council tax claim and amount of award given.		0	See notes	
*Note: Council Tax and weekly licence charges will vary depending on the size of the property and Council tax banding.				
- Council Tax charge for 1 bed home in Council Tax band A		0	26	
- Weekly Service charge for 1 bed home in Council Tax band A		0	103.56	
Utilities - Depending on the nature of the accommodation provided, a contribution towards utilities will be charges or the licensee will be fully liable through the utility provider.		0	See notes	
*Note: Where the licensee has sole use of the property at an address, e.g. whole house or self contained flat, they will be liable for utilities through the utility provider.				

Council Tax & Business Rates Services Fees and Charges

	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Court Costs - Issue of Summons	60.00	60.00	Cost Recovery
- Issue of Liability order	25.00	25.00	Cost Recovery
Penalty Charge for failure to provide information requested for Council Tax purposes	70.00	70.00	Levy
Business Rates Statement of Accounts (Cost per rating list that the request covers. This would be for information relating to each of the following 1990-1994; 1995-1999; 2000-2004; 2005-2009 and 2010-2014 etc)	100.00	100.00	Cost Recovery
For information where there is a request to check each rating list published prior to 2017. The charge will apply to each list checked.	100.00	100.00	Cost Recovery

Customer Services Fees and Charges

	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Copies of Housing Benefit payment schedules to Landlords & Agents –			
Requests for schedules less than 6 months	26.25	27.30	Cost Recovery
Requests for schedules over 6 months, per property	105.00	109.20	Cost Recovery

Culture & Sport

Outdoor Sport	£	£	
http://www.torbay.gov.uk/leisure-sports-and-community/sports/sports-facilities/	Current 2023/24	Proposed Charge 2024/25	Category
VAT Rate OS			
Soccer, Rugby, Hockey - Per Match			
Seniors: including showers/changing x 1 game	64.50	67.10	Subsidised
Seniors:excluding showers/changing x 1 game	31.00	32.30	Subsidised
Juniors (15 and under): including showers/changing x 1 game	25.00	26.00	Subsidised
Juniors (15 and under): excluding showers/changing x 1 game	15.50	16.10	Subsidised
Football League Clubs - Only League and Cup fixtures Season Fee x 12 games (2 hours) (including showers/changing and cutting/markings)			
Senior	550.00	572.00	Subsidised
Junior (15 and under)	130.00	135.20	Subsidised
Senior: Additional games	45.00	46.80	Subsidised
Junior: Additional games	11.00	11.50	Subsidised
Netball Courts - Upton park, Lymmington Road		0.00	
U18's per hour	14.00	14.50	Subsidised
seniors	20.00	20.80	Subsidised
Training Sessions			
marking) per session	20.00	20.80	Subsidised
Use of field x 2 hours including showers/changing (Not Pitch - there will be no cutting or marking) per session	45.00	46.80	Subsidised

Outdoor Sport <i>Continued</i>	£	£	
http://www.torbay.gov.uk/leisure-sports-and-community/sports/sports-facilities/	Current 2023/24	Proposed Charge 2024/25	Category
VAT Rate OS			
Schools			
Schools Sports Day: No marking or changing rooms	25.00	26.00	Subsidised
Schools Sports Day: With Changing rooms (no marking)	50.00	52.00	Subsidised
Cricket			
Weekend fixtures (full day) including changing rooms	91.00	94.60	Subsidised
Weekend fixtures (full day) excluding changing rooms	65.00	67.60	Subsidised
Afternoon or evening matches: Excluding Saturday and Sunday	65.00	67.60	Subsidised
Athletics Training Session			
Torre Valley North, including marked track and changing facilities	51.00	53.10	Subsidised
Torre Valley North, including marked track. No changing rooms	40.00	41.60	Subsidised
Rounders			
Use of field based on a 2 hour session (No charge per pitch)	20.00	32.30	Subsidised

Use of field based on a day event (tournament/charity day)	65.00	67.60	Subsidised
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Torre Abbey Mansion	£	£	
https://www.torre-abbey.org.uk/plan-your-visit/	Current 2023/24	Proposed Charge 2024/25	Category
VAT Rate SR			
Adults	10.50	£11.00	Traded
Special events admission i.e. "Winter Fest"	3.30	3.50	Traded
Children - (5 - 18 yrs) (under 5's free)	4.00	4.00	Traded
Family 2 adults plus children	23.10	24.00	Traded
Family 1 adult plus children	14.30	15.00	Traded
Annual Ticket Adult	21.00	24.00	Traded
Joint Annual Ticket for 2 adults	33.00	38.00	Traded
Annual Family Ticket 2 adults plus children	35.00	42.00	Traded
Annual family ticket 1 adult plus children	23.00	28.00	Traded
Educational group membership for schools etc.	27.50	30.00	Traded
Groups		0.00	
Foreign language schools GROUPS of 15+ under 18's	4.50	5.00	Traded
Adult Group (10+) House and Gardens inc.	6.60	7.00	Traded
Adult Group (10+) House and Gardens including a tour	9.50	10.00	Traded
House and Garden Workshop/Activities			
VAT Rate EX			
Formal education activities (under 18s 10+) half day workshop per student	6.00	6.50	Traded
Formal education activities (under 18s 10+) full day workshop per student	9.50	10.00	Traded
Workshop/Activities for adults (including lectures)	11.50	12.00	Traded
Lectures			
VAT Rate EX			
Lecture off site (flat rate)	55.00	58.00	Traded

Torre Abbey Mansion - Room Hire	£	£	
VAT Rate EX (unless additional facilities/services provided)	Current 2023/24	Proposed Charge 2024/25	Category
Spanish Barn (3 day) Friday to Sunday 1st April - 30th Sept	3,850.00	4,000.00	Traded
Spanish Barn (3 day) weekday & weekends 1st Oct - 31st March	2,200.00	2,500.00	Traded
Spanish Barn (3day) Monday to Thursday 1st April - 30th Sept	3,300.00	3,500.00	Traded
Spanish Barn 09.00 - 18.00 (1day)	1,000.00	1,250.00	Traded
Spanish Barn half day	550.00	650.00	Traded
Ballroom (1 day hire up 9:00- 18:00) 1st April - 30th Sept	500.00	600.00	Traded
Ballroom (1 day hire 9:00- 18:00) 1st Oct - 31st March	400.00	450.00	Traded
Gathering Space weekends 1st April -30th Sept (1 day hire 9:00-18:00)	400.00	450.00	Traded
Gathering Space weekends 1st Oct -31st March (1 day hire 9:00-18:00)	300.00	350.00	Traded

Room/Venue Hire - Ceremonies	£	£	
VAT Rate SR	Current 2023/24	Proposed Charge 2024/25	Category
Spanish Barn (3 day) Friday to Sunday 1st April - 30th Sept	4,500.00	4,750.00	Traded
Spanish Barn (3 day) weekday & weekends 1st Oct - 31st March	2,500.00	2,600.00	Traded
Spanish Barn (3day) Monday to Thursday 1st April - 30th Sept	3,750.00	3,900.00	Traded
Spanish Barn wedding ceremony only up to 200 Sunday to Friday	1,100.00	1,150.00	Traded
Spanish Barn wedding ceremony only up to 200 Saturdays	1,250.00	1,300.00	Traded
Wedding ceremony only capacity 70 1st April - 30th Sept Mon-Fri	650.00	680.00	Traded
Wedding ceremony only capacity 70 1st April - 30th Sept Sat-Sun	800.00	850.00	Traded
Wedding ceremony only capacity 70 31st Oct -31st March Mon-Fri	550.00	575.00	Traded
Wedding ceremony only capacity 70 31st Oct -31st March Sat-Sun	700.00	750.00	Traded
[Closed] Chapel All Year	Closed	Closed	Traded
Palm House ceremony (max capacity 20)	300.00	350.00	Traded
Marquee land charge (per day)	900.00	1,000.00	Traded
Formal gardens and ruins (per hour) (photography)	120.00	125.00	Traded
Formal gardens and ruins (per hour) (receptions)	150.00	175.00	Traded
House after 6pm (per hour)	225.00	250.00	Traded
Spanish Barn extended hours (3 day hire past 12pm) (per hour)	300.00	350.00	Traded
Gathering space (only applicable for; Spanish Barn, Chapel, Palm House (per hour)	175.00	200.00	Traded
Room Hire - Learning Lab			
VAT Rate EX (unless additional facilities/services provided)			
Commercial Day Rate	250.00	260.00	Traded
Non-commercial day rate (This rate can also be applied to Undercroft & Ballroom - Undercroft & Ballroom hire - VAT Rate SR)	130.00	135.00	Traded

Data Protection Subject Access Requests - Fees and Charges

VAT Rate OS	£ Current 2023/24	£ Proposed 2024/25	Category
Subject Access Request per person	No Charge	No Charge	
Repeated Subject Access request per person per hour (where we have already dealt with a request)	60.00	62.40	Cost Recovery

Development Control Fees and Charges

http://ecab.planningportal.co.uk/uploads/english_application_fees.pdf

(2023/24 Fees Link)

A Guide to the Fees for Planning Applications in England (planningportal.co.uk)

(6 December 2023 Fees Link)

All Outline Applications	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Sites up to and including 2.5 hectares (per 0.1 hectare or part thereof)	£462.00	N/A subdivided see below	National
Dwellinghouses not more than 0.5 hectares (per 0.1 hectare or part thereof)	£462.00	£578.00	National
Dwellinghouses between 0.5 and 2.5 hectares (per 0.1 hectare or part thereof)	£462.00	£624.00	National
Dwellinghouses more than 2.5 hectares (per 0.1 hectare or part thereof)	£11,432 + £138 per 0.1 hectare in excess of 2.5 to a maximum of £150,000	15,433+ £186 for each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares Maximum fee of £202,500	National
Buildings (Not Dwellinghouses) not more than 1 hectare (per 0.1 hectare or part thereof)	£462.00	£578.00	
Buildings (Not Dwellinghouses) between 1 hectare and 2.5 hectares (per 0.1 hectare or part thereof)	£462.00	£624.00	National
Sites in excess of 2.5 hectares (Not Dwellinghouses)	£11,432 + £138 per 0.1 hectare in excess of 2.5 to a maximum of £150,000	15,433+ £186 for each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares Maximum fee of £202,500	National
Householder Applications	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Alterations/extensions to a single dwelling, including works within boundary	£206.00	£258.00	National

Full Applications (and First Submissions of Reserved Matters)	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Alterations/extensions to a single dwelling, including works within boundary	£206.00	£258.00	National
Alterations/extensions to two or more dwellings (inc flats), including works within boundaries	£407.00	£509.00	National
New dwellings up to and including 50 (per dwelling)	£462.00	N/A subdivided see below	National
New dwellings up to and including 10 (per dwelling)	£462.00	£578.00	
New dwellings between 10 and 50 (per dwelling)	£462.00	£624.00	
New dwellings more than 50	£22,859 + £138 per additional dwelling in excess of 50 up to a maximum fee of £300,000	£30,860 + £186 for each additional dwellinghouse in excess of 50 Maximum fee of £405,000	National
Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery):			
No increase in gross floor space or no more than 40m ² created by the development	£234.00	£293.00	National
Increase in gross floor space of more than 40m ² but no more than 1,000 (formerly 75) m ² created by the development	£462.00	£578.00	National
Increase in gross floor space of more than 1,000 (formerly 75) m ² but no more than 3,750m ² created by the development	£462 for each 75m ² or part thereof	£624 for each 75 square metres (or part thereof)	National
Increase in gross floor space of more than 3,750m ² created by the development	£22,859 + £138 for each additional 75m ² in excess of 3750m ² to a maximum of £300,000	£30,680 + £186 for each additional 75 square metres (or part thereof) in excess of 3,750 square metres Maximum fee of £405,000	National

The erection of buildings (on land used for agriculture for agricultural purposes)	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Not more than 465m ² gross floor space to be created by the development	£96.00	£120.00	National
More than 465m ² but not more than 540m ² gross floor space to be created by the development	£462.00	£578.00	National
More than 540m ² but not more than 1,000m ² gross floor space to be created by the development	£462 for first 540m ² + £462 for each 75m ² in excess of 540m ² (or part thereof)	578 for first 540 square metres + £578 for each additional 75 square metres in excess of 540 square metres	National
More than 1,000m ² but not more than 4,215m ² gross floor space to be created by the development	£462 for first 540m ² + £462 for each 75m ² in excess of 540m ² (or part thereof)	£624 for first 1,000 square metres + £624 for each additional 75 square metres in excess of 1,000 square metres.	National
More than 4,215m ² gross floor space to be created by the development	£22,859 + £138 for each 75m ² in excess of 4,215m ² (or part thereof) up to a maximum of £300,000	£30,860 + £186 for each additional 75 square metres (or part thereof) in excess of 4,215 square metres Maximum fee of £405,000	National

Erection of glasshouses (on land used for the purposes of agriculture)	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Not more than 465m ² gross floor space to be created by the development gross floor space to be created by the development	£96.00	£120.00	National
More than 465m ² but not more than 1,000m ²	£2,580.00	£3,225.00	National
More than 1,000m ²	£2,580.00	£3,483.00	National
Erection/alterations/replacement of plant and machinery	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Site area not more than 1 (formerly 5) hectares per 0.1 hectare (or part thereof)	£462.00	£578.00	National
More than 1 hectare but not more than 5 hectares per 0.1 hectare (or part thereof)	£462.00	£624.00	National
Site area more than 5 hectares	£22,859 + additional £138 for each 0.1 (or part thereof) in excess of 5 hectares to a maximum of £300,000	£30,860 + £186 for each additional 0.1 hectare (or part thereof) in excess of 5 hectares Maximum fee of £405,000	National

Applications other than Building Works	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Car parks, service roads or other accesses (For existing uses)	£234.00	£293.00	National
Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)			
Site area Not more than 15 hectares For each 0.1 hectare (or part thereof)	£234.00	£316.00	National
More than 15 hectares	£34,934 + £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000	£47,161 + £186 for each additional 0.1 hectare (or part thereof) in excess of 15 hectares Maximum fee of £105,300	National
Operations connected with exploratory drilling for oil or natural gas			
Site area not more than 7.5 hectares for each 0.1 hectare (or part thereof)	£508.00	£686.00	National
Site area more than 7.5 hectares	£38,070 + additional £151 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares up to a maximum of £300,000	£51,395 + £204 for each additional 0.1 hectare (or part thereof) in excess of 7.5 hectares. Maximum fee of £405,000	National
Operations (other than exploratory drilling) for the winning and working of oil or natural gas			
Site area not more than 15 hectares For each 0.1 hectare (or part thereof)	£257.00	£347.00	National
Site area more than 15 hectares	£38,520 + additional £151 for each 0.1 in excess of 15 hectare up to a maximum of £78,000	£52,002 + additional £204 for each 0.1 hectare in excess of 15 hectares Maximum fee of £105,300	National
Other operations (winning and working of minerals) excluding oil and natural gas			
Site area not more than 15 hectares For each 0.1 hectare (or part thereof)	£234.00	£316.00	National
Site area More than 15 hectares	£34,934 + additional £138 for each 0.1 in excess of 15 hectare up to a maximum of £78,000	£47,161 + additional £186 for each 0.1 hectare in excess of 15 hectares Maximum fee of £105,300	National

Other operations (not coming within any of the above categories)	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Any site area	£234 for each 0.1 hectare (or part thereof) up to a maximum of £2,028	£293 for each 0.1 hectare (or part thereof) up to a maximum of £2,535	National
Change of Use of a building to use as one or more separate dwellinghouses, or other			
Not more than 50 dwellinghouses (per dwellinghouse)	£462.00	N/A subdivided see below	National
Not more than 10 dwellinghouses (per dwellinghouse)	£462.00	£578.00	National
Between 10 and 50 dwellinghouses (per dwellinghouse)	£462.00	£624.00	National
More than 50 dwellinghouses	£22,859 + £138 for each dwellinghouse in excess of 50. Maximum fee of £300,000	£30,860 + £186 for each additional dwellinghouse in excess of 50 Maximum fee of £405,000	National
Other changes of use of a building or Land	£462.00	£578.00	National

Lawful Development Certificate			
LDC – Existing Use - in breach of a planning condition	Same as equivalent full application	Same as equivalent full application	National
LDC – Existing Use LDC - lawful not to comply with a particular condition	£234.00	£293.00	National
LDC – Proposed Use	Half the equivalent normal planning fee.	Half the equivalent normal planning fee.	National

Prior Approval	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Larger Home Extensions (from 19 August 19)	£96.00	£120.00	National
Additional storeys on a home	£96.00	£120.00	National
Agricultural and Forestry buildings & operations or demolition of buildings	£96.00	£120.00	National
Demolition of Buildings	£96.00	£120.00	National
Communications (Previously referred to as Telecommunications Code Systems Operators)	£462.00	£578.00	National
Change of use from commercial/Business/Service (use Class E), or Betting office or Pay Day Loan Shop to mixed use including up to two flats (Use Class C3)	£96.00	£120.00	National
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) to a State Funded School	NA	£120.00	National
Change of Use of a building and any land within its curtilage from an Agricultural Building to a State-Funded School	£96.00	£120.00	National
Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible commercial use within Commercial/Business/Service (Use Class E), Storage or Distribution (Use Class B8), or Hotels (Use Class C1)	NA	£120.00	National
Change of use from shops, financial services, takeaways, betting offices, pay day loan shops or launderettes to offices	£96.00	NA	National

Proposed Change of Use of Agricultural Building to a flexible use within Shops, Financial and Professional services, Restaurants and Cafes, Business, Storage or Distribution, Hotels, or Assembly or Leisure	£96.00	£120.00	National
Proposed Change of Use of a building from Office (Use Class B1) Use to a use falling within Use Class C3 (Dwelling house)	£96.00	NA	National
Proposed Change of Use of Agricultural Building to a Dwelling house (Use Class C3), where there are no Associated Building Operations	£96.00	£120.00	National
Proposed Change of Use of Agricultural Building to a Dwelling house (Use Class C3), and Associated Building Operations	£206.00	£258.00	National
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwelling house), where there are <u>no</u> Associated Building Operations	£96.00	NA	National
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwelling house), and Associated Building Operations	£206.00	NA	National

Prior Approval continued...	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
Notification for Prior Approval for a Change of Use from light industrial (Class B1c) and any land within its curtilage to Dwelling houses (Class C3)	£96.00	NA	National
Change of use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E) to Dwellinghouses (Class C3) for each dwellinghouse	£100.00	£120.00	National
Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwelling houses (Class C3)	£96.00	£120.00	National
Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwelling houses (Class C3) and Associated Building Operations	£206.00	£258.00	National
Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Genris Uses) to Restaurants and Cafes (Class A3)	£96.00	NA	National
Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Genris Uses) to Restaurants and Cafes (Class A3) and Associated Building Operations	£206.00	NA	National
Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2) Betting Offices, Pay Day Loan Shops and Casinos (Sui Genris Uses) to Assembly and Leisure Uses (Class D2)	£96.00	NA	National
Notification for Prior Approval for a Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	£96.00	£120.00	National
Notification for Prior Approval for the Temporary Use of Buildings or Land for the Purpose of Commercial Film making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with the Use	£96.00	£120.00	National
Provision of Temporary School Buildings on Vacant Commercial Land and the use of that land as a State-funded School for up to 3 Academic Years	NA	£120.00	National
Notification for Prior Approval for Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	£96.00	£120.00	National
Prior Approval for Construction of new dwellinghouses (from 2 September 2020) - not more than 50 for each dwellinghouse	£334.00	N/A subdivided see below	National
Prior Approval for Construction of new dwellinghouses (from 2 September 2020) - not more than 10 for each dwellinghouse	£334.00	£418.00	National
Prior Approval for Construction of new dwellinghouses (from 2 September 2020) - between 10 and 50 for each dwellinghouse	£334.00	£451.00	National
Prior Approval for Construction of new dwellinghouses (from 2 September 2020) - more than 50	£16,525 + £100 for each dwellinghouse in excess of 50 Maximum fee of £300,000	£22,309 + £135 for each dwellinghouse in excess of 50 Maximum fee of £405,000	National

Reserved Matters	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Application for approval of reserved matters following outline approval	Full fee due or if full fee already paid then £462.00 due	Full fee due or if full fee already paid then £578.00 due	National

Approval/Variation/discharge of condition	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Application for removal or variation of a condition following grant of planning permission	£234.00	£293.00	National
Discharge of conditions or request for confirmation that one or more planning conditions have been complied with - Householder	£34.00	£43.00	National
Discharge of conditions or request for confirmation that one or more planning conditions have been complied with - All Other	£116.00	£145.00	National

Advertising	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Relating to the business on the premises	£132.00	£165.00	National
Advance signs which are not situated on or visible from the site, directing the public to a business	£132.00	£165.00	National
Other advertisements	£462.00	£578.00	National

Application for a Non-material Amendment Following a Grant of Planning Permission	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Applications in respect of householder developments	£34.00	£43.00	National
Applications in respect of other developments	£234.00	£293.00	National

Application for Permission in Principle	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Site Area for each 0.1 hectare (or part thereof)	£402.00	£503.00	National

CONCESSIONS

Please note: Not all concessions are valid for all types of application types. Upon receipt of your application, the local authority will check the

Application types with no current fee:

Listed Building Consent

Planning permission for relevant demolition in a Conservation Area

Works to Trees covered by a Tree Preservation Order or in a Conservation Area

Hedgerow removal notice

EXEMPTIONS FROM PAYMENT (removed from legislation but remain valid as per below)

An application that is the first and only revision of a previous application of the same type,

An application that is the first and only revision of a previous application, for display

EXEMPTIONS FROM PAYMENT

An application solely for the alteration or extension of an existing dwellinghouse; or works in

- Means of access to or within it for a disabled person who is resident in it, or is proposing to take up residence in it; or
- Facilities designed to secure that person's greater safety, health or comfort.

An application solely for the carrying out of the operations for the purpose of providing a means of access for disabled persons to or

If the application relates to an alternate use of buildings or land within the same Use Class that requires planning permission only by the

If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same

If the application is for consent to display an advertisement which results from a direction under Regulation 7 of the 2007 Regulations, dis-applying deemed consent under Regulation 6 to the advertisement in question

If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for relevant

If the application is for a Certificate of Lawfulness of Proposed Works to a listed building

If an application for planning permission (for which a fee is payable) being made by the same applicant on the same date for the same site,

If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving buildings then

If the application is being made on behalf of a parish or community council then the fee is 50%

If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for

Fees for cross boundary applications

Where an application crosses one or more local or district planning authorities.

Governance Fees and Charges

Copies of Agendas, Reports, Minutes, Constitution, Forward Plan	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Electronic	FOC	FOC	N/A
Hardcopy: per A4 side	2.75	2.86	Cost recovery
Audio recordings of Council and Development Management Committee Meetings (electronic, per disc)	24.00	24.96	Cost recovery

Copies of Electoral Register			
Copies of the Electoral Roll per Ward (Calculated pro rata)	cost of request as set out in legislation	cost of request as set out in legislation	

Admission Appeals and Exclusion Reviews	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Cost per appeal in the circumstances where an appeal is arranged and heard	210.00	225.00	Subsidy
Cost if an appeal is withdrawn 2 weeks before the hearing date	145.00	160.00	Subsidy
Cost of exclusion review*	£900 per half day (based on one student) for the first 4 hours and then £350 per hour thereafter	£950 per half day (based on one student) for the first 4 hours and then £400 per hour thereafter	Subsidy

* Note normal appeals increase by £15 and exclusions by £50 each year.

Green Space

Helicopter Landings	£ Current 2023/24	£ Proposed Charge 2024/25
http://www.torbay.gov.uk/roads/helicopters/ VAT Rate SR		
Week Days 09.00 - 17.00: Per landing - up to 2hrs	107.69	112.00
Additional hourly rate	37.95	39.47
Out of Hours inc 5pm till dusk: per landing - up to 2hrs	153.01	159.13
Additional hourly rate	55.00	57.20
Saturday: Per landing up to 2 hrs	153.01	159.13
Additional hourly rate	55.00	57.20
Sunday: Per landing up to 2hrs	199.12	207.08
Additional hourly rate	76.54	79.60

Allotments (Annual Charge)	£ Current 2023/24	£ Proposed Charge 2024/25
http://www.torbay.gov.uk/leisure-sports-and-community/parks/allotments/ VAT Rate OS		
Per 25 Square Metre with water	5.35	5.56
Per 25 Square Metre without water	3.36	3.49
Tool Lockers – Sherwell Valley	3.15	3.28

Category
Traded
Traded
Traded
Traded
Traded
Traded
Traded
Traded
Traded

Category
Subsidised
Subsidised
Subsidised

Tor Bay Harbour Authority Fees and Charges

Tor Bay Harbour Authority Fees and Charges were agreed at the Harbour Committee on 4th December 2023

Link to the agenda for Harbour Committee - Wednesday, 4 December 2023 5.30 pm

[Agenda for Harbour Committee on Monday, 4 December 2023, 5.30 pm \(torbay.gov.uk\)](#)

Link to fees & charges appendix which were resolved unanimously at the meeting

<http://corp->

[modgov2/documents/s134515/Draft%20Tor%20Bay%20Harbour%20Authority%20charges%202023-24%20appendix%201.pdf?LO\\$=1](http://corp-modgov2/documents/s134515/Draft%20Tor%20Bay%20Harbour%20Authority%20charges%202023-24%20appendix%201.pdf?LO$=1)

Highways Fees and Charges

<http://www.torbay.gov.uk/roads/highways-licenses/>

License	Chargeable Matter	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS				
Permission to place skip on the public highway (Section 139) or Scaffolding and gantry licence (Section 169) or Consent to deposit building materials / make temporary excavation in the highway. (Section 171) or Consent not to erect hoarding or fence during building (Section 172)	Consideration and administration of application (10 days) Within H/A published notice period (more than 10 days) or renewal of existing licence (more than 5 days notice).	57.65	59.96	Traded
	Consideration and administration of application (10 days) Outside H/A published notice period (10 days and less)	115.30	119.91	Traded
	Where a site visit is required during consideration of application (per visit)	115.30	119.91	Traded
	Where an inspection of the site reveals non-compliance (per visit)	115.30	119.91	Traded
	Where the operation obstructs an on-street parking bay administered by the Council (Charge for loss of revenue)	29.15	30.32	Traded
Inspection of hoarding or fence set up during building (Section 172 & 173)		£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS				
Inspections made by H/A to monitor compliance with statutory duties (per visit)		110.95	115.39	Traded
Adopted Highway		56.00	58.24	Traded
Control of construction of cellars under street		£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS				
(Section 179) Or (Section 180[1]) Or Control of light into cellars (Section 180 [2])	Consideration and administration of application	115.30	119.91	Traded
	Where a site visit is required during consideration of application (per visit)	115.30	119.91	Traded
	Where an inspection of the site reveals non-compliance of application (per visit)	115.30	119.91	Traded
Vehicle crossings over footways and verges (Section 184)		£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS				
Consideration of a request to execute such works as are specified in the request for constructing a vehicle crossing when works executed by H/A contractor		172.70	179.61	Traded
Consideration of a request to execute such works as are specified in the request for constructing a vehicle crossing when works executed by applicants contractor		57.65	59.96	Traded
Where a site visit is required during consideration of application (per visit)		115.30	119.91	Traded
Where an inspection of the site reveals non-compliance (per visit)		115.30	119.91	Traded
Clearance of accident debris		£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR				
Requests which do not form part of the Council's service e.g. removal of items from gullies		At cost	At cost	Cost
VAT Rate OS				
Clearance of accident debris under Section 41 /Section 130		At cost	At cost	Cost

Road closure & traffic restrictions (Section 14[1] & [2])	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate OS			
Anything done by traffic authority in connection with the making of an order			
Under section 14 (1)	1,704.80	1,772.99	Traded
	1,873.45	1,948.39	Traded
Under section 14 (2) (under 5 days)	335.30	348.71	Traded
Optional signing schedule for alternative route for Section 14 (2) (under 14 days)	167.70	174.41	Traded
Additional exceptional administrative work by traffic authority See New Roads & Street Works Act, Co-Ordination Code of Practice S7.3.22	At cost	At cost	Cost
Advertising	At cost	At cost	Cost

Suspension of parking (Section 49 [4])	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate OS			
Anything done by the local traffic authority in connection with or in consequence of a request to suspend the use of a parking place or part of it	At cost	At cost	Cost

Route signs (Section 65 [1])	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate OS			
Consideration of request to permit a traffic sign to indicate the route to specified land or premises	At cost	At cost	Cost Recovery
The placing by the traffic authority of a sign in accordance with a request of the kind referred to in the previous	At cost	At cost	Cost Recovery
Provision of Disabled Parking Bay (Anything done by the local traffic authority in connection with or in consequence of a request to provide a disabled parking bay)	100.00	104.00	Subsidised
Disabled Bay Refresh	100.00	104.00	Subsidised
Provision of access lines (Anything done by the local traffic authority in connection with or in consequence of a request to place access lines)	220.20	229.01	Traded
Access Line Refresh	180.50	187.72	Traded
Consideration of requests for Tourism Signage	90.25	93.86	Traded

Street Naming & Numbering	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate OS			
Amending House/Number change (Cost per address)	55.45	57.67	Traded
New Development - Naming Street (Cost per street)	241.90	251.58	Traded
New Development - Per plot (Cost per plot)	51.95	54.03	Traded

Legislation reference Traffic Signs & General Directions Regs 1994	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate SR			
Design consultancy	At cost	At cost	Cost Recovery
VAT Rate OS			
Portable traffic signals (Reg 32 para 47 & TD 21/85)	At cost	At cost	Cost Recovery
Damage to council property (Anything done by the authority to repair damage caused by others)	At cost	At cost	Cost Recovery
Technical Information			
Basic Search	235.10	244.50	Traded
Large Search	406.75	423.02	Traded
Extra Large Search	754.30	784.47	Traded
Traffic Data Request	309.45	321.83	Traded

Street Works Regulation Made Under NRSWA 1991	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Random sample (Section 75). Fee per unit of inspection	48.90	48.90	national
Investigatory work from routine inspection. Fee per unit of inspection	72.10	72.10	national
Investigatory works from third party report (Section 72 [1]) Fee per unit of inspection	72.10	72.10	national
Defect inspection (Section 72 [2]), Joint visit, remedial works in progress, remedial works complete - per unit of inspection	51.50	51.50	national
Defect Notice (per copy)	57.40	57.40	national
Inspection checklist (per copy)	57.40	57.40	national

Street Works Licence (Section 50)	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Licence for new apparatus			
1. Capitalised fee	239.40	248.98	Traded
2. Administration fee	276.40	287.46	Traded
3. Inspection fee (3 phases)	185.85	193.28	Traded
Authorisation for works on existing apparatus			
1. Administration fee	156.95	163.23	Traded
2. Inspection fee (3 phases)	185.85	193.28	Traded

Overhead structures (including tower cranes, banners etc.)	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Consideration and administration of application Within H/A published notice period (3 days or less)	50.85	50.85	national
Consideration and administration of application Outside H/A published notice period (3 days or less)	101.70	101.70	national
Where a site visit is required during consideration of application (per visit)	101.70	101.70	national
Where an inspection of the site reveals non-compliance (per visit)	101.70	101.70	national

Street Works Permits	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Provisional Advance Authorisation			
Traffic Sensitive	105.00	105.00	national
Non Traffic Sensitive	35.00	35.00	national
Major Works (>10 Days)			
Traffic Sensitive	240.00	240.00	national
Non Traffic Sensitive	75.00	75.00	national
Major Works (4 to 10 Days)			
Traffic Sensitive	130.00	130.00	national
Non Traffic Sensitive	40.00	40.00	national
Standard Works (4 to 10 Days)			
Traffic Sensitive	130.00	130.00	national
Non Traffic Sensitive	40.00	40.00	national
Major Works (<3 days)			
Traffic Sensitive	65.00	65.00	national
Non Traffic Sensitive	25.00	25.00	national
Minor			
Traffic Sensitive	55.00	55.00	national
Non Traffic Sensitive	25.00	25.00	national
Intermediate			
Traffic Sensitive	55.00	55.00	national
Non Traffic Sensitive	25.00	25.00	national
Permit Variation			
Traffic Sensitive	45.00	45.00	national
Non Traffic Sensitive	35.00	35.00	national

Inspection fees for Agreements under Section 38 and Section 278 (Highways Act 1980)	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate OS			
Section 38 Agreement Fees			
Works Estimated by Highway Authority to be below £25,000 Value (fixed fee)	1,500.00	1,500.00	national
Works Estimated by Highway Authority to be between £25,000 to £50,000 Value (percentage of estimated	10%	10%	national
Works Estimated by Highway Authority to be between £50,000 to £150,000 Value (percentage of estimated	8%	8%	national
Works Estimated by Highway Authority to be between above £150,000 Value (percentage of estimated works	6%	6%	national
Section 278 Agreement Fees			
Works Estimated by Highway Authority to be below £25,000 Value (fixed fee)	1,500.00	1,500.00	national
Works Estimated by Highway Authority to be between £25,000 to £50,000 Value (percentage of estimated	10%	10%	national
Works Estimated by Highway Authority to be between £50,000 to £150,000 Value (percentage of estimated	8%	8%	national
Works Estimated by Highway Authority to be between above £150,000 Value (percentage of estimated works	6%	6%	national
Agreements which Include Public Realm or Town Centre Improvement Works			
Additional fee to be added to the Agreement Fees stated above (percentage of estimated works value)	1%	1%	national

Household Waste and Recycling Centre

Chargeable Waste at the Household Waste and Recycling Centre (HWRC)	Unit	£ Current Minimum Charge 2023/24	£ Proposed Minimum Charge 2024/25	Category
VAT Rate SR				
The following charges are applicable where the free allowance of DIY waste has been exceeded. For further details please see the website: https://www.torbay.gov.uk/recyclingcentre				
Soil and rubble: Includes bricks, blocks, slates, tiles, rubble, paving slabs, concrete, gravel, tarmac, stones, soil, sand, hardcore and sanitary ware (ceramic toilets, sinks, pedestals etc).	Per bag/item	£2.60	£2.70	Cost recovery
Tyres: Commercial and agricultural vehicle tyres will not be accepted. No charge for bicycle tyres.	per tyre	£4.40	£4.58	Cost recovery
Clean plasterboard: Includes plaster and gypsum related products.	per sheet/bag	£5.20	£5.41	Cost recovery
Plasterboard (with other materials attached): such as tiles, foil insulation or any other materials	per sheet/bag	£9.50	£9.88	Cost recovery
Plastic window: With or without glass. Single pane window only (double charge for multiple pane plastic windows).	each	£4.40	£4.58	Cost recovery
Plastic door or door frame: With or without glass. Single door or door frame only (double charge for double door or door + frame combined).	each	£4.40	£4.58	Cost recovery
Bath or shower tray (plastic, fibreglass or composite): Single bath or shower tray only.	each	£4.40	£4.58	Cost recovery
Shower screen: Plastic or glass shower screen/enclosure.	each	£4.40	£4.58	Cost recovery
Insulation materials: 1 sheet or 1 bag.	per sheet/bag	£4.40	£4.58	Cost recovery
Roofing felt	per bag/roll	£4.40	£4.58	Cost recovery
All DIY plastic: Plastic pipes, guttering, fascia, soffit, skirting, cladding, loose plastics etc.	for up to 5 lengths/ pieces	£4.40	£4.58	Cost recovery
Water tanks, panels, roofing sheets, plastic sanitary ware etc.	each	£4.40	£4.58	Cost recovery
Asbestos: bonded asbestos only. Please note that asbestos must be double wrapped in tough plastic and completely sealed. Site staff will not be able to assist with loading asbestos into the skip. There is a maximum sheet size of 10ft (3m) x 4.5ft (1.5m).	per sheet/bag	£11.70	£12.17	Cost recovery
Sheet Glass	Per Pane	£2.47	£2.57	Cost recovery
Carpet, Underlay and linoleum per bag	Per bag	£2.47	£2.57	Cost recovery
Carpet, Underlay and linoleum per roll	Per roll	£10.00	£10.40	Cost recovery

Chargeable waste collection	Unit	£ Current Charge 2023/24	£ Proposed Charge 2024/25	Category
VAT Rate OS				
Household Garden Waste Collection	Per Bin	£50.00	£50.00	Traded
Household Garden Waste Collection (CTSS discount)	Per Bin	£40.00	£40.00	Subsidised
Bin delivery	Per Bin	£0.00	£0.00	Subsidised
Initial sign up	Per Bin	£0.00	£0.00	Subsidised

Local Land Charges Department Fees and Charges

<http://www.torbay.gov.uk/planning-and-building/land-charges/land-charges-fees/>

	£ Current 2023/24	£ Proposed Charge 2024/25
Official search in the whole or any one part of the Local Land Charges (LLC) Register (including the issue of an Official Certificate of Search):		
VAT Rate OS		
In respect of one parcel of land (a)	29.46	30.65
In respect of each additional parcel of land (subject to agreement) (c)	5.67	5.90
Personal search in the whole or any one part of the LLC Register (regardless of the number of parcels of land)	FOC	FOC
Replies to all Required Enquiries of Local Authorities (Form Con 29R):		
VAT Rate SR		
In respect of one parcel of land (b)	87.01	90.50
In respect of each additional parcel of land (subject to agreement) (d)	16.32	17.00
Total cost of providing 'Standard' (LLC1 and CON29) Search on one parcel of land. (a+b)	116.47	121.15
Total cost of providing 'Standard' (LLC1 and CON29) Search on each additional parcel of Land. (c+d)	21.98	22.90
Ask a question of your own	20.39	21.20

Replies to individual enquiries on Form Con 29R:	£ Current 2023/24	£ Proposed Charge 2024/25
VAT Rate SR		
Administration fee	13.60	14.15
Question 1.1 (a) to (i) - Planning decisions and pending applications	9.52	9.90
Question 1.1 (j) to (l) - Building regulation decisions and pending applications	6.80	7.10
Question 1.2 - Local development plans	FOC	FOC
Question 2.1 (a) - Roads, footways and footpaths	5.44	5.65
Question 2.1 (b) to (d) - Roads, footways and footpaths	4.08	4.25
CON29 Question 2.2 to 2.5 Public rights of way	5.44	5.65
Question 3.1 - Land required for public purposes	1.36	1.41
Question 3.2 - Land to be acquired for road works	1.36	1.41
Question 3.3 (a) to (c) - Sustainable drainage systems	FOC	FOC
Question 3.4 (a) to (f) - Nearby road schemes	1.36	1.41
Question 3.5 (a) to (b) - Nearby railway schemes	1.36	1.41
Question 3.6 (a) to (l) - Traffic schemes	8.16	8.50
Question 3.7 (a) to (g) - Outstanding notices	9.52	9.90
Question 3.8 - Contravention of building regulations	2.72	2.83
Question 3.9 - Notices, orders, directions & proceedings under Planning acts	5.44	5.65
Question 3.10 (a) to (h) - Community Infrastructure Levy	6.80	7.10
Question 3.11 - (a) to (b) - Conservation area	1.36	1.41
Question 3.12 - Compulsory purchase	1.36	1.41
CON29 Question 3.13 (a) to (c) - Contaminated land	1.36	1.41
Question 3.14 - Radon gas	FOC	FOC
Question 3.15 (a) to (b) - Assets of community value	FOC	FOC
Replies to Optional Enquiries of Local Authority (Con 29O) – each enquiry	13.60	14.15
Additional enquiry – each (subject to agreement)	20.39	21.20

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Legal Services Fees and Charges

Type of Document	£ Current 2023/24	£ Proposed Charge 2024/25	Category
VAT Rate SR			
A3 colour plan hardcopy	8.10	10.11	Cost Recovery
A3 black and white plan hardcopy	3.80	4.74	Cost Recovery
Plans larger than A3 (hardcopy)	POA	POA	Cost Recovery
A4 black and white sheet (hardcopy per sheet)	0.25	0.31	Cost Recovery
Admin Fee (minimum)	13.05	16.29	Cost Recovery

If there is a requirement for significant research the administration charge will increase. The requestor will be advised prior to processing the request

Libraries Fees and Charges

Link: <https://www.torbaylibraries.org.uk/>

Torbay Library Services are managed by Libraries Unlimited.

Planning Pre-Application Fees and Charges

<http://www.torbay.gov.uk/planning-and-building/planning/pre-planning/>

Type	£ Current 2023/24	£ Proposed Charge 2024/25	Category
VAT Rate SR			
Householder development enquiry	109.00	115.00	Traded
Shaping Enquiry	NA	230.00	Traded
Minor Residential: Single Dwelling	230.00	260.00	Traded
Minor Residential: 2 to 14 dwellings £217.00 for first dwelling then £93.00 per additional dwelling	230.00	260.00	Traded
Major Residential: 15 dwellings or more per 5,000 m2 (0.5 hectares) up to a maximum of £10,000	1,650.00	1,850.00	Traded
Commercial: No new floor space (per unit)	100.00	115.00	Traded
Commercial: Creation of new floor space (including change of use) per 100m ² up to a maximum of £5,000.	100.00	115.00	Traded
Waste, Minerals and Recycling Operations: Waste Management, mineral processing, extraction or storage	1,000.00	1,125.00	Traded

Please note:

Pre-application fees are non-refundable

Householder pre-applications are covered by our development enquiry service.

Any pre-application enquiry which involves a Listed Building will be subject to an additional charge of £115 (incl. VAT).

For mixed use development; please add the residential and commercial fees together as a cumulative fee will be applicable.

All other proposals will be charged at the hourly rate of £115 (incl. VAT) contact us for further information.

These charges cover the costs associated with an officer providing an initial response to a pre-application enquiry. One further written response will be charged at £115 per hour (or part thereof).

In some instances the Council will wish to refer development proposals to the independent Torbay Design Review Panel. A separate fee will be required to cover the cost of using the Site Visits and Meetings £115 per officer per hour (please contact us for details)

Registration Service Discretionary Fees and Charges

Due to the nature of ceremonies often being booked years in advance, the fees & charges for this service are shown for multiple years

<http://www.torbay.gov.uk/registrar/>

Marriage or Civil Partnership Ceremonies	£ Current 2023/24	£ Proposed 2024/25	£ Proposed 2025/26	£ Proposed 2026/27	Category
VAT Rate OS					
Attending at Approved Premises in the Torbay District					
Monday to Thursday - up to 6pm	560.00	590.00	620.00	645.00	Traded
Monday to Thursday - 6pm to 8pm	580.00	610.00	640.00	665.00	Traded
Monday to Thursday - from 8pm	640.00	680.00	715.00	745.00	Traded
Friday & Saturday - up to 6pm	580.00	610.00	640.00	665.00	Traded
Friday & Saturday - after 6pm	640.00	680.00	680.00	710.00	Traded
Sunday or Bank Holiday	680.00	750.00	750.00	780.00	Traded
Cockington Court in the Ceremony Room(up to 10 guests)					
Monday to Thursday	100.00	110.00	115.00	120.00	Traded
Friday & Saturday	150.00	160.00	170.00	180.00	Traded
Sunday or Bank Holiday	200.00	210.00	220.00	230.00	Traded
Cockington Court in the Ceremony Room(up to 25 guests)					
Monday to Thursday	200.00	210.00	220.00	230.00	Traded
Friday & Saturday	300.00	320.00	335.00	350.00	Traded
Sunday or Bank Holiday	375.00	400.00	420.00	440.00	Traded
Cockington Court in the Ceremony Room(up to 55 guests)					
Monday to Thursday	400.00	420.00	440.00	460.00	Traded
Friday & Saturday	550.00	580.00	610.00	635.00	Traded
Sunday or Bank Holiday	600.00	630.00	630.00	655.00	Traded

Torbay Register Office, Paignton Library (Max 2 guests-statutory fee)	£ Current 2023/24	£ Proposed 2024/25	£ Proposed 2025/26	£ Proposed 2026/27	Category
Wednesday - up to 12.30 pm	57.00	57.00	57.00	57.00	National
At a registered building-statutory fee	86.00	86.00	86.00	86.00	National
Combination Ceremony (Statutory Ceremony + Celebration Ceremony)					
Monday - Sunday up to 6pm	660.00	700.00	730.00	760.00	Traded
Giving Notice (statutory fees)					
Giving a notice of intent to marry or form a civil partnership (each partner)	35.00	35.00	35.00	35.00	National
Attendance of a Registrar to verify the declaration of a house-bound person	47.00	47.00	47.00	47.00	National
Attendance of a Registrar to verify the declaration of a detained person	68.00	68.00	68.00	68.00	National

Premises License					
Pre inspection meeting to discuss the process (deductible from licence fee when application is submitted)	120.00	130.00	135.00	140.00	Traded
License for Approved Premises to hold ceremonies - NEW (valid 3 years)	1,730.00	1,820.00	1,900.00	1,975.00	Traded
License for Approved Premises to hold ceremonies - RENEW (valid 3years)	1,250.00	1,320.00	1,370.00	1,425.00	Traded
Additional room to be added to a current licence	150.00	160.00	165.00	170.00	Traded

Renewal of vows/celebration/naming ceremonies at Cockington Ceremony Room Note: fees listed excl VAT	£ Current 2023/24	£ Proposed 2024/25	£ Proposed 2025/26	£ Proposed 2026/27	Category
VAT Rate SR					
Up to 10 guests					
Monday to Thursday - up to 6pm	100.00	110.00	115.00	120.00	Traded
Monday to Thursday - 6pm to 8pm	POA	POA	POA	POA	Traded
Friday & Saturday up to 6pm	150.00	160.00	165.00	175.00	Traded
Friday & Saturday 6pm - 8pm	POA	POA	POA	POA	Traded
Sunday and Bank Holidays up to 6pm	200.00	210.00	220.00	230.00	Traded

Renewal of vows/celebration/naming ceremonies at Cockington Ceremony Room Note: fees listed excl VAT					
VAT Rate SR					
Up to 25 guests					
Monday to Thursday - up to 6pm	200.00	210.00	220.00	230.00	Traded
Monday to Thursday - 6pm to 8pm	POA	POA	POA		Traded
Friday & Saturday up to 6pm	300.00	320.00	335.00	350.00	Traded
Friday & Saturday 6pm - 8pm	POA	POA	POA		Traded
Sunday and Bank Holidays up to 6pm	375.0	400.00	415.00	430.00	Traded
Renewal of vows/celebration/naming ceremonies at Cockington Ceremony Room Note: fees listed excl VAT					
VAT Rate SR					
Up to 55 guests					
Monday to Thursday - up to 6pm	400.00	420.00	420.00	420.00	Traded
Monday to Thursday - 6pm to 8pm	POA	POA	POA		Traded
Friday & Saturday up to 6pm	550.00	580.00	580.00	580.00	Traded
Friday & Saturday 6pm - 8pm	POA	POA	POA		Traded
Sunday and Bank Holidays up to 6pm	600.00	630.00	630.00	630.00	Traded
Renewal of Vows/Celebration/Naming Ceremony at Approved Premises					
Monday to Thursday - up to 6pm	400.00	420.00	420.00	420.00	Traded
Monday to Thursday - 6pm to 8pm	POA	POA	POA		Traded
Friday & Saturday up to 6pm	550.00	570.00	570.00	570.00	Traded
Friday & Saturday 6pm - 8pm	POA	POA	POA		Traded
Sunday and Bank Holidays up to 6pm	600.0	620.00	620.00	620.00	Traded
Ceremony run through discussion-face to face	25.00	25.00	25.00	25.00	Traded
Via E-mail	FOC	FOC	FOC	FOC	Traded
Ceremony Booking Fee	25.0	30.00	30.00	30.00	Traded
Citizenship					
VAT Rate OS					
Private Citizenship Ceremony per person	160.00	170.00	170.00	170.00	Traded

Resort Services Fees and Charges

Chalets/Cabins	£	£	
VAT Rate SR	Current 2023/24	Proposed 2024/25	Category
Annual			
Meadfoot – Annual 1st Floor	2,081.25	2,165.00	Traded
Meadfoot – Annual 1st Floor : Sun Terrace	3,185.60	3,313.00	Traded
Meadfoot – Annual Ground	1,770.45	1,841.00	Traded
Broadsands - Annual Charge 1-25 Sea facing	2,031.30	2,113.00	Traded
Broadsands - Annual Charge 26 - 50 Green facing	1,991.34	2,071.00	Traded
Oddicombe - Annual Charge	2,053.50	2,136.00	Traded
Per Week			
Meadfoot - Per week - April to June and September	137.50	143.00	Traded
Meadfoot- Per week - July and August	160.60	167.00	Traded
Broadsands if available - Per week - April to June and September	137.50	143.00	Traded
Broadsands if available- Per week - July and August	160.60	167.00	Traded
Goodrington - Per week - April to June and September	104.34	109.00	Traded
Goodrington - Per week - July and August	121.00	126.00	Traded
Preston - Per week - April to June and September	104.34	109.00	Traded
Preston - Per week - July and August	121.00	126.00	Traded
Less than a week			
Goodrington - Per day - April to June and September	36.16	38.00	Traded
Goodrington - Per day - July and August	41.07	43.00	Traded

Beach Hut	£	£	
VAT Rate SR	Proposed 2023/24	Proposed 2024/25	Category
Annual			
Site Only - Broadsands	649.35	675.00	Traded
Site Only - Breakwater	599.40	623.00	Traded

Site Only – Summer Season	£	£	
VAT Rate SR	Proposed 2023/24	Proposed 2024/25	Category
Corbyn Head	484.00	503.00	Traded
Broadsands, Goodrington North, Youngs Park, Oddicombe and Roundham	360.75	375.00	Traded
Preston & Preston Marine Parade & Goodrington South	382.95	398.00	Traded
Corbyn self-maintained	116.55	121.00	Traded

Council Beach Huts Winter Season	£ Proposed 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Beach Huts – Winter Storage			
Stored off site	242.00	252.00	Traded
Store on site	236.50	246.00	Traded
Miscellaneous Charges	£ Proposed 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Beach Hut transfer charge	115.50	120.00	Traded
Beach Hut scrappage charge	143.00	149.00	Traded
Beach Hut List Charge	25.00	26.00	Traded
Administration charge (on cancellation of facilities and other instances at the discretion of Tor Bay Harbour Master)	55.00	57.00	Traded

Beach Furniture	£ Proposed 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Deckchair per week	16.00	16.00	Traded
Deckchair per day	4.00	4.00	Traded
Directors chair per week	22.00	22.00	Traded
Directors chair per day	6.00	6.00	Traded
Sunlounger per week	22.00	22.00	Traded
Sunlounger per day	6.00	6.00	Traded
Parasol per day	4.00	4.00	Traded
Windbreak per day	4.00	4.00	Traded
Event Deckchair Hire			
Deckchair per day	4.00	4.00	Traded
Delivery/Collection – prices on application but minimum charge	80.30	84.00	Traded
Event			
Filming charges upon application to Torbay Council			

Assembly Hall Fees and Charges

Room Hire		£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate EX				
BASIC HIRE (Minimum session hire 5 hours)	Full Rate Per Hour	35.50	37.00	Traded
	Discounted Rate Per Hour	28.50	30.00	Traded
Late surcharge (after 11pm)	Full Rate Per Hour	71.50	75.00	Traded
Sunday surcharge	Full Rate Per Hour	16.50	18.00	Traded
Kitchen - used for supply/sale of refreshments	Full Rate Per Hour	19.50	21.00	Traded
Kitchen - access to water for cleaning only	Per Session	19.50	21.00	Traded
Badminton charges	Per Court per hour	18.00	19.00	Traded

Note: The above are basic charges for room hire and if additional services are required, the price is available on application.

Paignton Library Room Hire - Fees and Charges

<https://www.torbaylibraries.org.uk/web/arena/discover->

Room Hire		£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate EX				
Triple meeting room (10, 11, 12)	Full Rate Per Hour	36.50	38.00	Traded
	Discounted Rate Per Hour	18.00	19.00	Traded
Double meeting room (10, 11) or (11, 12)	Full Rate Per Hour	30.50	32.00	Traded
	Discounted Rate Per Hour	15.00	16.00	Traded
Single Meeting room (10) or (11) or (12) or (13)	Full Rate Per Hour	24.00	25.00	Traded
	Discounted Rate Per Hour	12.50	13.00	Traded

Note: An additional fee of £48 will be charged to set up rooms outside of hours and at weekends, if the rooms above require set up.

The above are basic charges for room hire and if additional services are required, the price is available on application.

Spatial Planning Fees and Charges

Type of Document	£ Current 2023/2024	£ Proposed 2024/25	Category
VAT Rate SR			
Torbay Local Plan			
Hardcopy incl. pen drive	FOC	FOC	Subsidised
Hardcopy postage	FOC	FOC	Subsidised
Pen drive only	FOC	FOC	Subsidised
Online	FOC	FOC	Subsidised
View in Person	FOC	FOC	Subsidised
Supplementary Planning Documents (SPDs) plus a wide range of documents forming the evidence base for the existing and emerging Torbay Local Plan (Hardcopy)	Prices vary depending on document. Cost can be obtained from the Strategy and Project Delivery Team	Prices vary depending on document. Cost can be obtained from the Strategy and Project Delivery Team	Cost Recovery
Type of Document			
Hardcopy Decision Notices	27.85	28.96	Cost Recovery
Hardcopy Tree Preservation Orders	55.70	57.93	Cost Recovery
Hardcopy Section 106 Agreements	55.70	57.93	Cost Recovery
Hardcopy Committee Reports	16.71	17.38	Cost Recovery
Online	FOC	FOC	Subsidised
Type of Document			
Other A4/A3 size documents up to 10 sheets	11.14	11.59	Cost Recovery
Other A4/A3 size documents over 10 sheets (each sheet)	1.11	1.16	Cost Recovery
A2 Plans per sheet	11.14	11.59	Cost Recovery
A1 Plans per sheet	16.71	17.38	Cost Recovery
A0 Plans per sheet	27.85	28.96	Cost Recovery
Planning History Searches E-mail or Hardcopy (per site per hour)	83.55	86.89	Cost Recovery

**Large quantities of documents may take a longer turnaround period.*

Enforcement Charges	£ Current 2023/2024	£ Proposed 2024/25	Category
VAT Rate OS			
Withdrawal of an enforcement notice	87.60	91.11	Levy
Confirmation of no enforcement action	87.60	91.11	Levy

Section 106 / CIL	£ Current 2023/2024	£ Proposed 2024/25	Category
VAT Rate OS			
Confirmation of compliance with an obligation	83.55	86.89	Cost recovery

Town Diary Fees and Charges

	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Admin Fee for charity, fundraising and information stands - price is per day	50.00	52.00	Cost Recovery
Small Displays with a table and chairs/leaflets/information/gazebo/display stands - price is per day	80.00	85.00	Traded
Commercial companies with a discount for block bookings - price is per day 3 months bookings - 5% discount 6 months bookings - 10% discount 9 months bookings - 12.5% discount 12 months (year) bookings - 15% discount	240.00	250.00	Traded
VAT Rate SR	£ Current 2023/24	£ Proposed 2024/25	Category
Banner sites Victoria Park, Paignton (fences along Torquay Road) Kings Gardens Torquay only Banners advertising specific companies Fee is payable on the approval of the application for each site Organisations will be charged the same price for the removal of banners for non-compliance of terms and conditions Banners can be displayed for a minimum of two weeks at a time. Extension may be available subject to vacant space. They should be removed immediately after this agreed period by the advertising organisation.	50.00	52.00	Traded
Banner sites Victoria Park, Paignton (fences along Torquay Road) Kings Gardens Torquay only Banner removal fee	40.00	42.00	Traded
VAT Rate SR	£ Current 2023/24	£ Proposed 2024/25	Category
Event Notices - Removal fee if not taken down from site.	50.00	52.00	Levy
Events Booking System Admin Fees Community /Charity Events	25.00	20.00	Cost Recovery
Commercial/Major Events - booking system	110.00	20.00	Traded
Commercial event fees over 1000 attendance - ticketed - £1 per person attending		£1p/p	Traded
Poster sites 187 single poster sites around Torbay Fee is charged per poster per week.	3.50	3.70	Traded

Budget 2024/2025 - Consultation Report

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Executive Summary

The Cabinet published draft proposals for the Council’s revenue and capital budget for 2024/25 in January 2024 and an online survey was created to gather public views. The consultation opened on 10 January 2024 and closed at midnight on 7 February 2024.

There were 198 responses to the consultation survey – 186 completed online, 12 completed at the Residents Engagement Event and one on paper. All percentages shown within this report use the number of people that completed the survey as the denominator. All comments within this report are shown as written by the respondent. No written representations were received.

During the course of the consultation, residents and stakeholders were encouraged to take part with posts on our Facebook, X/Twitter, LinkedIn and Nextdoor pages as well as articles in One Torbay and Staff News. A Residents Engagement Event was held on Saturday 27 January 2024 to share information about the proposals for the council’s 2024/25 budget and answer questions.

A summary of responses to the survey are shown in the table below.

Question	Yes Actual	Yes %	No Actual	No %
Do you agree with the principle for providing early help, support and	146	76.44%	28	14.66%

prevention through Family Hubs to children and their families?				
Do you agree with the proposal to review transport arrangements for children and young people?	152	79.58%	29	15.18%
Do you agree with the proposal to invest £300,000 per year to bring the three town up to a standard we can all be proud of?	183	95.30%	5	2.60%
Do you agree with the proposal to invest £300,000 per year to tackle anti-social behaviour in all our town centres, to help make them safer and more welcoming?	163	85.79%	18	9.47%
Do you agree with the proposals to increase Fixed Penalty Notice Charges for dog fouling, littering, graffiti and fly posting	165	85.90%	19	9.90%
Do you agree with the proposals to invest £250,000 a year for the next four years to ensure we can deliver events?	135	70.68%	45	23.56%
Do you agree with the proposal to invest £1mill to put in place preventative measures to avoid further deterioration of Oldway?	129	67.19%	50	26.04%
Do you agree with the proposal to change venues and purchase our own equipment to run live-streaming of the Council, Cabinet and Planning Committee, deliver these at a lower cost?	127	66.50%	46	24.08%
Do you agree with the proposal to increase council tax to 4.75%	100	50.51%	82	41.41%

Alongside the consultation on the proposed budget, the Council also undertook consultation to vary the licence fees in relation to hackney carriages and private hire vehicles. The details of this consultation are included at Appendix 1.

Introduction

The Cabinet published their draft proposals for the Council's revenue and capital budget for 2024/25 in January 2024. An online survey was created to gather the views of the public as well as a face-to-face engagement event. Paper surveys were available on request.

The consultation opened on 10 January 2024 and closed at midnight on 7 February 2024.

The audience for this consultation was all those that live or run a business in one of the three towns of Torbay – Torquay, Paignton and Brixham.

An online consultation was launched, with paper copies available on request.

The consultation was promoted in a number of ways. This included:

- Media briefing
- Members briefing
- The Council's e-Newsletter One Torbay
- Through regular staff news updates (as the majority of our employees are also Torbay residents)
- Press releases
- Social media
- On the Consultation webpage on the Councils website
- Also on Have Your Say Torbay – the Council's Engagement platform

The face-to-face engagement event took place on Saturday 27 January in St. Marychurch precinct. This was the regular Residents Engagement event, and the theme was around the budget proposals.

Two press releases were sent out, one at the beginning and another later on in January, encouraging people to take part and to attend the engagement event in St. Marychurch.

24 social media posts were scheduled in total. This was across Facebook, X (Twitter), LinkedIn and Nextdoor. Across all the social media channels the posts made 16,667 impressions. There 172 clicks on the links to view the budget consultation, compared to last year there were 280 link clicks. 24 comments were left on the posts (68 last year), 22 reactions (123 last year) and 18 shares (26 last year).

Eight articles were shared through either the One Torbay or Staff News e-Newsletters. In total these articles encouraged 1,104 subscribers to click on the links to the consultation 1,790 times. In comparison to the Budget Consultation that took place in 2023, there were 251 unique clicks from the e-newsletter articles.

At the face to face engagement event in St. Marychurch, 128 visitors were logged as attending and speaking to Councillors and Officers. Approximately a further 30 people stopped to read the boards and take flyers. 12 visitors took the opportunity to look at and answer the budget questions on the Boards. These 12 visitors did not necessarily answer all the questions.

Consultation responses

The total number of responses received overall was 198.

Of these, 186 were completed online, in comparison, 67 were completed the same way last year. Also last year, 127 people voted using the social media polls.

One was from a paper survey, and 12 from the resident's engagement event.

The results below show all the responses together but the totals are different due to those taking part at the engagement event not answering all the questions.

Responses to individual survey questions

Question 1

We are proposing to increase the Children's Services budget by £1.9 million as this is necessary to meet existing demand. However, we want to continue to focus on providing early help, support and prevention through Family Hubs so children can receive the right support at the right time to meet need. This will enable more children and young people to live within their families and communities, reducing the need for statutory intervention. Do you agree with the principle for providing early help, support and prevention through Family Hubs to children and their families?

Option	Total	Percent
Yes	146	76.44%
No	28	14.66%
Prefer not to answer	17	8.90%
Total	191	100%

Question 2

Do you currently use the Family Hubs across Torbay, including the virtual Family Hub website?

Option	Total	Percent
Yes	6	3.14%
No	156	81.68%
Did not know of its existence	29	15.18%
Total	191	100%

Question 3

We want to work further with children and young people and their parents/carers to promote safe independent travel to school. By reviewing our transport arrangements for children and young people on an individual basis we can support children to become more independent when the time is right for them to safely travel around their local area. This will reduce the need for unnecessary transport on minibuses and taxis. Do you agree with this proposal?

Option	Total	Percent
Yes	152	79.58%
No	29	15.18%
Prefer not to answer	10	5.24%
Total	191	100%

Question 4

Do you have children or young people in your family who currently use home-to-school transport?

Option	Total	Percent
Yes	6	3.16%
No	178	93.68%
Prefer not to answer	6	3.16%
Total	190	100

Question 5

We want to invest £300,000 per year to bring the three towns of Torquay, Paignton and Brixham up to a standard we can all be proud of. This will include increases in grass cutting, keeping kerbsides weed free, improving road markings, cleaning of town centres and repairing of potholes in our residential areas as well as in our high-profile tourist areas. Do you agree with this investment proposal?

Option	Total	Percent
Yes	183	95.30%
No	5	2.60%
Prefer not to answer	4	2.10%
Total	192	100%

Question 6

We want to invest £300,000 per year to tackle anti-social behaviour in all our town centres, to help make them safer and more welcoming. This will provide additional enforcement officers and support and welfare staff to address the root cause behind the anti-social behaviour. Do you agree with this investment proposal?

Option	Total	Percent
Yes	163	85.79%
No	18	9.47%
Prefer not to answer	9	4.74%
Total	190	100%

Question 7

We know that improving public spaces really matters – it is where we live, work and play. We know that litter, fly posting, graffiti and dog poo can blight our streets, parks and beaches. As well as increasing investment through Operation Brighter Bay, we

are proposing an increase in the Fixed Penalty Notice Charges for dog fouling, littering, graffiti and fly posting from £80 to £100 for dog fouling (the maximum set by our Public Spaces Protection Order) and £150 for littering, graffiti and fly posting littering. The aim is to ensure that there is a suitable and significant deterrent. Do you agree with the proposal to increase such charges?

Option	Total	Percent
Yes	165	85.90%
No	19	9.90%
Prefer not to answer	8	4.20%
Total	192	100%

Question 8

The English Riviera has a strong history of being a premier coastal resort, with a tourism sector that supports local and regional businesses, creates local jobs and contributes to the sense of pride in place and quality of life for our residents. However, in recent times we have struggled to keep pace with changing market needs. We have developed a Destination Management Plan, which sets out priority actions and delivery tasks that can help the destination succeed, but financial investment is needed to deliver against this. We want to invest £250,000 a year for the next four years to ensure we can deliver events, for our residents as well as encouraging people to visit, stay and spend in the Bay. Do you agree with this investment proposal?

Option	Total	Percent
Yes	135	70.68%
No	45	23.56%
Prefer not to answer	11	5.76%
Total	191	100%

Question 9

In December 2023 the Cabinet received a report which provides the basis to address the conservation challenges at Oldway, renewing it as an important asset. The report identified an urgent need for approximately £1 million to be identified to put in place preventative measures to avoid further deterioration of the structure of the building. We have identified funds that can deliver this first stage of repairs and maintenance at Oldway Mansion. Do you agree with this investment proposal?

Option	Total	Percent
Yes	129	67.19%
No	50	26.04%
Prefer not to answer	13	6.77%
Total	192	100%

Question 10

Over the past year we have run a trial live-streaming meetings of the Council, Cabinet and Planning Committee. Through changing the venue of these meetings

and purchasing our own equipment we can continue to live stream meetings at a lower cost. However, the quality of the live streaming is unlikely to be of the same quality as is currently provided through the trial. Do you agree with this proposal?

Option	Total	Percent
Yes	127	66.50%
No	46	24.08%
Prefer not to answer	18	9.42%
Total	191	100%

Question 11

Reflecting on the ongoing cost increases in providing adult social care, as well as the ongoing cost of providing the services you value we are proposing an increase in Council Tax. The Government assumes that local authorities with social care responsibilities will raise Council Tax by 4.99%. We are proposing to increase the Torbay Council element of Council Tax by 2.75% plus 2% for adult social care which means the total increase is proposed to be 4.75%. For more information on this please read our Budget Overview. The increase is £1.62 per week (£84.33 per year) for an average Band D property. Do you agree with this proposal?

Option	Total	Percent
Yes	100	50.51%
No	82	41.41%
Prefer not to answer	16	8.08%
Total	198	100%

Response to free text questions and boxes

In this consultation there was only one free text question which asked if there were any more comments those that took part would like to leave.. The majority of the comments did cover a number of different themes. In total there were 112 comments left.

Listed below is a summary of the themes mentioned in these comments:

- Anti-social behaviour – mentioned 17 times
 - Covering things like more enforcement, feeling safe in town centres and parks
- Oldway – mentioned 15 times
 - Invest in (mentioned 10 times)
 - Don't invest in (mentioned five times)
- Council Tax – mentioned 16 times
 - Don't increase (mentioned nine times)
 - Increase (mentioned seven times)

- Topics linked to dogs (mentioned 16 times)
 - Too much dog fouling (mentioned seven times)
 - Need a dog warden/enforcement (mentioned eight times)
 - More dog bins (mentioned once)
- Pavilion – agreeing with doing something with (mentioned four times)
- Parks to be safe / clean / rewilding / plant more green areas (mentioned four times)
- Improve roads i.e. potholes and road markings (mentioned four times)
- Four comments that budget was well rounded / clear strategy
- Reduce litter (mentioned three times)
- Improve towns / jobs and homes (mentioned twice)
- No mention of affordable housing (mentioned twice)
- Cut grass verges (mentioned twice)
- Invest in youth activities (mentioned twice)
- Don't fund the airshow (mentioned twice)

Demographics of who took part

Which town do you live in? Select only one

Torquay	Paignton	Brixham	Responding as a business
99 (54.7%)	68 (37.57%)	13 (7.18%)	1 (0.55%)

Which of the following options best describes how you think of your gender identity? Tick one only

Female	Male	Prefer not to say
80 (43.96%)	92 (50.55%)	10 (5.49%)

Which of the following age groups applies to you? Tick one only

0-15	16-24	25-34	35-44	45-54	55-64	65-74	75 plus
1 (0.55%)	2 (1.10%)	8 (4.40%)	11 (6.04%)	34 (18.68%)	58 (31.8%)	52 (28.57%)	16 (8.79%)

Which of the following best describes your ethnic background? Tick one only

White	Mixed ethnicity	Asian or Asian British	Black or British	Chinese
170 (97.14%)	2 (1.14%)	1 (0.57%)	2 (1.14%)	0 (0%)

Employment Status - Tick one only

Working full-time in Torbay	Working full-time elsewhere in Devon	Working part-time in Torbay	Working part-time elsewhere in Devon	Self-employed – full - or part-time	Student
40 (22.6%)	11 (6.21%)	16 (9.04%)	2 (1.13%)	16 (9.04%)	0 (0%)
Looking after Family/Home	Temporary Sick	Long-Term Sick	Retired	Unemployed	
3 (1.69%)	0 (0%)	5 (2.82%)	82 (46.33%)	2 (1.13%)	

Do you consider yourself to be disabled in any way? Tick one only

Yes	No
28 (15.38%)	154 (84.62%)

If you answered "Yes", please tell us how it affects you. Tick as many as apply

It affects my mobility	It affects my vision	It affects my hearing
13 (72.22%)	2 (11.11%)	3 (16.67%)

Appendix 1 – Consultation on licencing fees (hackney carriages and private hire vehicles)

1. Background Information

- 1.1 Torbay Council regulates the Hackney Carriage and Private Hire industry through the licensing framework set out in the Local Government (Miscellaneous Provisions) Act 1976.
- 1.2 Fees for licences should be set at a figure that will recover the cost of the licensing administration including enforcement, in so far as is consistent with the particular provisions which allow licence fees to be charged. The budgets for taxi licensing are separated into the four different licence types, licensed driver, hackney carriage vehicle licence, private hire vehicle licence and private hire operator licences.
- 1.3 The majority of the licence fees were increased by 4%, however the vehicle licence for both private hire and hackney carriage vehicle fees were increased by 24% and 25% respectively to ensure the cost of full costs were covered.
- 1.4 Annex 1 contains the proposed fee increases.

2. Legal Framework

2.1 Drivers Licences

The Council may make a charge for the grant of the licences for drivers of Hackney Carriages and Private Hire vehicles by virtue of Section 53 of the Local Government (Miscellaneous Provisions) Act 1976. The fees must be considered reasonable with a view to recovering the costs of issue and administration (including compliance) of the licence.

2.2 Vehicle Licences

The Council may make a charge for the issue of a vehicle licence for a Hackney Carriage or a Private Hire vehicle by virtue of sections 70 of the Local Government (Miscellaneous Provisions) Act 1976.

These fees can include the:

- Reasonable costs of inspection of vehicles
- Reasonable cost of providing ranks for Hackney Carriage vehicles, and;
- Any reasonable or other costs connected with the administration and compliance of Hackney Carriage and Private Hire vehicle licensing.

2.3 Operators Licences

The Council may make a charge for the issue of Private Hire Operators licences by virtue of section 70 of the Local Government (Miscellaneous Provisions) Act 1976. The Operators fee should relate to the costs for grant, renewal and of administering the licensing scheme and should be reasonable.

3 Process to vary fees

- 3.1 To be able to vary the fee structure there is a statutory process required under s.70 of the Local Government (Miscellaneous Provisions) Act 1976.
- 3.2 The fees were advertised on 10 January 2024 in the Herald Express, allowing the trade and member of the public to raise objections for 28 days. A copy of the advert can be found in Annex 2.
- 3.3 Three objections were received and these can be found in Annex 3.
- 3.4 The local authority must consider these objections and decide whether in light of the objections, to modify the fees or approve the originally proposed fees. These fees must come into effect no later than two months of the original date.

4 Objections

- 4.1 The objections are concerned about the increase to the vehicle licence renewal fees.
- 4.2 The vehicle licence fees have not increased since 2020 and the vehicle fees were reduced each year from 2020 to 2022. Please see Table 1 below.

Table 1: Taxi Licensing Fees from 2019 - 2024

	2019/20	2020/21	2021/22	2022/23	2023/24	Proposed 2024
Both Trades						
Licensed Driver (New) - 3 years	£323	£348	£348	£348	£358	£375
Driver (renewal) – 3 years	£228	£250	£250	£250	£257	£270
Drivers badge replacement	£27.50	£30	£30	£30	£30	£32
Plate	£66	£70	£70	£70	£70	£73
Replacement Bracket	£24	£25	£25	£25	£25	£35
Knowledge Test	£70	£70	£72	£72	£74	£77
Hackney Carriage						
Vehicle licence annual – New	£275	£350	£262	£244	£244	£255
Vehicle Licence - Renewal	£185	£185	£167	£149	£149	£185
Vehicle Transfer	£82	£82	£74	£70	£70	£73

Private Hire						
Vehicle licence – annual	£244	£244	£235	£225	£225	£235
Vehicle Licence – renewal	£154	£154	£140	£130	£130	£165
Operator 1 year	£67	£67	£67	£67	£67	£70
Operator 5 years	N/A	N/A	£95	£95	£110	£114

4.3 The majority of the fees were increased by between 4- 6%, however the private hire vehicle licence renewal fees were increased by 25% and the hackney carriage vehicle licence renewal fee was increased by 24%. This equates to an increase of £36 and £35 respectively. Table 2 below outlines the extra cost to the vehicle proprietor per day, week and month as a result of the proposed increase. It amounts to an increase of 10p per day.

Table 2: Recommended vehicle renewal fees (as published) with the % increases

Vehicle renewal fees	Current fee	Proposed fee	Proposed increase	% increase	Extra cost per day	Extra cost per week	Extra cost per month	Extra cost per year
Hackney Carriage Vehicle licence (1 year)	£130	£165	£35	27%	£0.10	£0.67	£2.92	£35
Private Hire Vehicle Licence (1 year)	£149	£185	£36	24%	£0.10	£0.69	£3.00	£36

4.4 It is appreciated that these increases are an additional cost, however, the income from the fees must cover the expenditure required to run the service. Any expenses incurred as part of running a business may be claimed as an allowable deduction for tax purposes.

4.5 The taxi fees must be set to ensure that all costs are recovered for each licence type as they should not be subsidised from the Council's general funds. The fees have been kept as low as possible and the majority of the taxi fees have been increased by approximately 4%. However, when reviewing the fees, it was found that the renewal fee for the hackney carriage and private hire vehicle licences did not cover the costs incurred. The costs of materials for the producing of the taxi and private hire plates and the postage and package have increased since 2020. The staffing and overhead costs have also increased as there have been a number of wage increases over the last few years. There has also been a rise in other support costs such as office accommodation

(including heating and lighting) and other supplies and services connected to the taxi licensing function.

- 4.6 The cost of a vehicle licence renewal is very similar to a new issue and many local authorities charge the same fee for new issues as renewal. The main difference is that a new issue requires a new bracket and holder and there is a small amount of additional administration.
- 4.7 The fees have not increased since 2020 and they were reduced from £185 in 2020 to £167 in 2021 and £149 in 2022. However, the cost of materials, staffing, office costs, printers, postage etc. have increased. The hackney carriage vehicle licence fees also include the cost of the unmet demand survey which is required every three years and cost over £17k this year.

5. Conclusion

- 5.1 Members need to consider the objections and the reasons for the increases as outlined within the report. The fees need to be increased to ensure full cost recovery and to prevent the account going into deficit.

Annex 1

Type of Registration/Licence/Fee	Existing Fees	Proposed Fees
	2023/24 £	2024/25 £
Hackney Carriage		
Vehicle Annual – New (includes plate and bracket)	244.00	255.00
Vehicle Annual Renewal	149.00	185.00
Vehicle Annual Renewal [0g/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Horse drawn Annual Renewal	100.00	Withdrawn
Meter test	50.00	Withdrawn
Transfer (permanent or temporary)/change of vehicle	70.00	73.00
Transfer (permanent or temporary)/change of vehicle [0g/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Replacement Plate	70.00	73.00
Replacement bracket and holder	25.00	35.00
Private Hire		
Vehicle Annual New (Includes plate and bracket)	225.00	£235.00
Vehicle Annual New (Includes plate and bracket) [0g/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Vehicle Annual Renewal	130.00	165.00
Vehicle Annual Renewal [0g/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Transfer (permanent or temporary)/change of vehicle	70.00	73.00
Transfer (permanent or temporary)/change of vehicle [0g/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Replacement Plate	70.00	73.00
Replacement bracket and holder	25.00	35.00
Private Hire Operators Licence		
Operator (per vehicle) – 1-year licence (only in exceptional circumstances)	67.00	70.00
Operator (per vehicle) 5-year licence	110.00	114.00
Licensed Drivers		
Driver (New)	358.00	375.00

Driver (Renewal)	257.00	270.00
Drivers badge (replacement)	30.00	32.00
Knowledge test	74.00	77.00
Knowledge re-test	37.00	Withdrawn
Other Charges		
Handbook & replacements	27.00	28.00
Assistance/advice appointment	55.00	70.00

Annex 2

TORBAY COUNCIL		TORBAY COUNCIL	
PUBLIC NOTICE			
Hackney Carriage and Private Hire Licence Fees 2024-25			
Local Government (Miscellaneous Provisions) Act 1976			
<p>In accordance with the provisions of Section 70 (3) of the above Act, Torbay Council gives Notice that it proposes to vary its fees in respect of Hackney Carriage, Private Hire and Operator's Licences as set out below, with such variations taking place on 1st April 2024. Any objection to the proposed variation of fees should be made in writing and addressed to the undersigned, to be received not later than 28 days from the date of this Notice.</p> <p>Dated this 10th day of January 2024</p> <p>Rachael Hind Regulatory Services Manager (Commercial) Town Hall, Castle Circus, Torquay TQ1 3DR Email: licensing@torbay.gov.uk</p>			
	EXISTING FEES	PROPOSED FEES	
Type of Registration/Licence/Fee	2023/24 £	2024/25 £	
Hackney Carriage			
Vehicle Annual - New (includes plate and bracket)	244.00	255.00	
Vehicle Annual Renewal	149.00	185.00	
Vehicle Annual Renewal [Dg/km CO2 emission vehicles (electric)]	0.00	Withdrawn	
Horse drawn Annual Renewal	100.00	Withdrawn	
Meter test	50.00	Withdrawn	
Transfer (permanent or temporary)/change of vehicle	70.00	73.00	
Transfer (permanent or temporary)/change of vehicle [Dg/km CO2 emission vehicles (electric)]	0.00	Withdrawn	
Replacement Plate	70.00	73.00	
Replacement bracket and holder	25.00	35.00	
Private Hire			
Vehicle Annual New (includes plate and bracket)	225.00	235.00	
Vehicle Annual New (includes plate and bracket) [Dg/km CO2 emission vehicles (electric)]	0.00	Withdrawn	
Vehicle Annual Renewal	130.00	165.00	
Vehicle Annual Renewal [Dg/km CO2 emission vehicles (electric)]	0.00	Withdrawn	
Transfer (permanent or temporary)/change of vehicle	70.00	73.00	
Transfer (permanent or temporary)/change of vehicle [Dg/km CO2 emission vehicles (electric)]	0.00	Withdrawn	
Replacement Plate	70.00	73.00	
Replacement bracket and holder	25.00	35.00	
Private Hire Operators Licence			
Operator (per vehicle) - 1-year licence (only in exceptional circumstances)	67.00	70.00	
Operator (per vehicle) 5-year licence	110.00	114.00	
Licensed Drivers			
Driver (New)	358.00	375.00	
Driver (Renewal)	257.00	270.00	
Drivers badge (replacement)	30.00	32.00	
Knowledge test	74.00	77.00	
Knowledge re-test	37.00	Withdrawn	
Other Charges			
Handbook & replacements	27.00	28.00	
Assistance/advice appointment	55.00	70.00	

Annex 3: Taxi Licensing Fees Consultation responses 2024

Response No.	Response received	Response by Email	Further response
1	<p>Having just read the proposed Licensing fees for Hackney carriages in 2024, please could you explain to me why a vehicle license renewal is to be increased by £36. This is approximately a 25% increase, and what justifies this?</p> <p>This comes on the back of rank spaces being lost in Torquay Harbourside, 8 spaces on the Cary rank, and 3 / 4 spaces on the short rank. This loss of 11 or 12 spaces has been replaced by a temporary rank opposite the pavilion for 4 cars, with no hardstanding for the public, just a sand covered area.</p> <p>It feels very much at the moment as though we are getting a bit of a rough deal? I look forward to hearing your comments.</p>	<p>Thank you for your email. I am very sorry for not replying sooner. We have been collating any responses received as we normally respond to any objections as part of the full consultation response after the consultation has ended.</p> <p>The fees for the four licence types, Licensed Driver, Hackney Carriage vehicle, Private Hire Vehicle and Private Hire Operator, are set at a level to recover the total costs of all control, supervision, administration and/or compliance associated with the licence type.</p> <p>The taxi fees must be set to ensure that all costs are recovered for each licence type as they should not be subsidised from the Council's general funds.</p> <p>We have kept the fees as low as possible and the majority of the taxi fees have been increased by approximately 4%. However, when reviewing the fees, it was found that the renewal fee for the hackney carriage and private hire vehicle licences no longer covers the costs incurred. The costs of materials for the producing of the taxi and private hire plates and the postage and package have increased since 2020. The staffing and</p>	

overhead costs have also increased as there have been a number of wage increases over the last few years. There has also been a rise in other support costs such as office accommodation (including heating and lighting) and other supplies and services connected to the taxi licensing function.

We have reviewed the fees and the cost of a vehicle licence renewal is very similar to a new issue and many local authorities charge the same fee for new issues as renewal. The main difference is that a new issue requires a new bracket and holder and there is a small amount of additional administration.

The Hackney Carriage Vehicle Renewal fee has not increased since 2020 and it was reduced from £185 in 2020 to £167 in 2021 and £149 in 2022. The private hire vehicle renewal fee has also not increased since 2020 and it was reduced from £154 in 2020 to £140 in 2021 and £130 in 2022. However, the cost of materials, staffing, office costs, printers, postage etc. have increased. The hackney carriage vehicle licence fees also include the cost of the unmet demand survey which is required every three years and cost over £17k this year.

The hackney carriage table of fares were increased by the Council in 2019 and 2022 to ensure the taxi tariffs reflect the costs of the

		<p>trade. These are due to be reviewed again this year.</p> <p>The licence fee is also an expense incurred as part of running a business and may be claimed as an allowable deduction for tax purposes.</p> <p>We appreciate that the rank situation in Torquay is not ideal at the moment and we have raised our concerns with the TDA (Torbay Economic Development Company Limited) and the Parking Department to ensure that the situation is urgently reviewed in the short term and we are exploring longer term solutions for the final scheme. We work closely with our planning and transport teams on new developments to ensure taxi provision and private hire drop areas are considered. We will be emailing the trade as soon as we have any updates with regards to the rank provision.</p> <p>Please can you confirm if, following this explanation, you would like to withdraw your objection or if you would like me to include it within the consultation responses.</p> <p>I look forward to hearing from you.</p> <p>Kind Regards, Rachael</p>	
<p>Replies to No. 1 continued</p>	<p>Thank you for your in-depth reply to my email. I will try to respond to the points that you made in chronological order, and one or two other points that have come to mind.</p>	<p>Thank you for your email.</p> <p>I will include your emails within the consultation, and a response will be</p>	<p>Response from Taxi Licensing to details raised within the response email (this has not been emailed to the person and has only been included within this report)</p>

I fully understand the points that you made with regards to how the fees are set, and they are not subsidised by the council's general funds. Whilst I also appreciate that the cost of materials, postage and packing, staffing, overhead cost and wage increases, and other support cost such as office accommodation, there is one thing that you have not mentioned that has come to my attention. I am told that certain legal procedures carried out by your office, involved the use of barristers. Surely this is a very expensive way of taking legal advice, when maybe a lesser qualified legal person would have sufficed, if indeed was needed at all?

You go on to say that the Hackney carriage vehicle renewal fee has not increased since 2020 and indeed was reduced in 2021 and 2022. This comes as no surprise to me, for two reasons. Firstly, in the post Covid years you needed to keep funding levels down, so as not to exceed the amount of revenue that you are allowed to carry over from one financial year to the next. My understanding is that if you exceed this level, refunds have to be made to the Licensing trade via reduced renewal fees. Secondly, I would suggest that this was also done to try and protect the Hackney carriage and private hire trades, as those of us that are self-employed did not receive the level of financial support during Covid that employed people received via the furlough payment scheme. I believe that there is also the possibility of your department releasing more Hackney carriage plates? I

provided within the Cabinet and Full Council reports.

I have forwarded your concerns about the ranks to Mr Richard Salter, Lead Engineer – Urban Design, Torbay Development Agency and the Parking team so that they can respond directly to you regarding these matters. We raised the issues about the parking by contractors on the ranks at a meeting last week and they were going to speak with the contractors to stop this from happening.

Kind Regards, Rachael

The fees are set by reviewing the expenditure and income for each licence type every year. The fees for vehicle licence renewals need to increase to ensure they cover the full costs incurred. If we do not increase the costs, then there will be a deficit to the private hire and hackney carriage vehicle accounts by the end of 2024/25.

On occasion, we do, like all other Councils, use Barristers or Specialist Solicitors for advice on certain aspects of legislation and policy. On occasions we may also need to appoint barristers if there is a crown court appeal as this can only be dealt with by a barrister or solicitor with higher rights of audience. Barristers and specialist solicitors are experts in their specialist area of taxi licensing law and can provide clear guidance to assist us in making sound decisions that will affect both the taxi trade and the Council's reputation. The expense of these out ways the risk of paying expensive court costs if our decisions are not correct.

This department is currently considering the unmet demand survey report regarding the limit on the number of Hackney Carriage

feel that if this happens, it will only further dilute the amount of trade that we currently have. Our license fees over the 17 years that I've been a Hackney carriage proprietor driver have always included the cost of the unmet demand survey.

Although Hackney carriage fares were increased in 2019 and 2022, these increases do not even fall in line with the cost of inflation. If I am not mistaken, the last increase I believe was 11% which was spread over two years. When you bear in mind the cost of fuel has gone up, the cost of Hackney carriage insurance has gone up, the cost of vehicle servicing and spare parts has gone up, in real terms this last increase did not even scratch the surface. This means, along with the cost of living crisis that we are in the middle of, I am having to work longer hours to earn the same sort of money that I was taking prior to the pandemic. My turnover during 2023 was approximately 30% down year and year as a consequence. I have also not renewed my rail taxi rank permit which I held for about 10 years, as I could not justify the £440 annual fee. I know this rank is not covered by Torbay Council, but it is included in the unmet demand survey.

Moving onto the rank situation in Torquay, it appears that there was a distinct lack of planning for this prior to the extensive works commencing down on the harbourside. The Cary rank has already gone, the short rank is due to go imminently, and the temporary rank

Vehicles and this will be consulted on in due course.

The taxi fares will be reviewed this year to ensure they are set to enable a sustainable income for drivers and encourage future investment in vehicles.

outside the pavilion is a problem. The public have to walk across the grass to get to the sand covered waiting area. The taxis, spaces for only 4, park on a busy access road to the car park and businesses in that area, making it potentially unsafe for customers getting in and out of vehicles. I am led to believe that there might be a rank outside Taco Bell, the Torwood Street rank might become permanent, and the long rank on Victoria Parade might be made bigger. Surely all of this should've been planned and agreed long before the contractors started work? It also appears that since the works started in November 2023, parking services seem to have deserted the harbourside. Delivery vehicles and cars are using what taxi ranks are available as parking bays, even the contractors are parking on the temporary pavilion rank! The feeder/loading bay opposite Jacks on Victoria Parade is used as a parking bay, as too is the hatched out area on Victoria Parade near the Harvester.

As I said before, it feels very much at the moment as though we're getting a bit of a rough deal!

In conclusion, it probably will come as no surprise to you that I will not withdraw my objection, and I would like you to include it within the consultation responses.

2.	<p>An increase of 24% is too much, especially when everything is now done on line.</p> <p>I object to the proposed increase</p>	<p>Thank you for your email.</p> <p>The fees for the four licence types, Licensed Driver, Hackney Carriage vehicle, Private Hire Vehicle and Private Hire Operator, are set at a level to recover the total costs of all control, supervision, administration and/or compliance associated with the licence type.</p> <p>The taxi fees must be set to ensure that all costs are recovered for each licence type as they should not be subsidised from the Council's general funds.</p> <p>We have kept the fees as low as possible and the majority of the taxi fees have been increased by approximately 4%. However, when reviewing the fees, it was found that the renewal fee for the hackney carriage and private hire vehicle licences no longer covers the costs incurred. The costs of materials for the producing of the taxi and private hire plates and the postage and package have increased since 2020. The staffing and overhead costs have also increased as there have been a number of wage increases over the last few years. There has also been a rise in other support costs such as office accommodation (including heating and lighting) and other supplies and services connected to the taxi licensing function.</p>	Please include my objections
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We have reviewed the fees and the cost of a vehicle licence renewal is very similar to a new issue and many local authorities charge the same fee for new issues as renewal. The main difference is that a new issue requires a new bracket and holder and there is a small amount of additional administration.

The private hire vehicle renewal fee has not increased since 2020 and it was reduced from £154 in 2020 to £140 in 2021 and £130 in 2022. The Hackney Carriage Vehicle Renewal fee has also not increased since 2020 and it was reduced from £185 in 2020 to £167 in 2021 and £149 in 2022. However, the cost of materials, staffing, office costs, printers, postage etc. have increased. The hackney carriage vehicle licence fees also include the cost of the unmet demand survey which is required every three years and cost over £17k this year.

The licence fee is also an expense incurred as part of running a business and may be claimed as an allowable deduction for tax purposes.

Please can you confirm if, following this explanation, you would like to withdraw your objection or if you would like me to include it within the consultation responses.

I look forward to hearing from you.

		<p>Kind Regards, Rachael</p>	
<p>3.</p>	<p>Torbay United Drivers Association (TULDA) members have instructed me to raise an objection to the proposed extortionate increase to our licensing fees for 2024.</p> <p>Our argument is the current redevelopment of key sites disrupting traffic flow with major road closures around the harbour set to continue throughout the summer season and relocation of ranks is seriously impacting financially on Hackney and Private Hire drivers. The Hackneys rely on footfall around popular ranks like the ones round the Harbour the GPO roundabout and the Halden Centre the disruption to traffic flow will make it harder to move around the area and the general upheaval will not help to attract tourists or locals to linger in this key site they are more likely to migrate to other tourist's spots outside of the town. Private Hire will also be impacted by reduced footfall and frustrated passengers due to extended journey times and a lack of appropriate places to set down or pick up with single lane traffic around the harbour. While we have been told they can use loading bays and Bus stops unless anyone objects, but unless this is confirmed in writing they will still be at risk of cautions and fines for doing so. The entire trade will be severely affected when the Strand is shut in both directions for several weeks at what is such a very</p>	<p>Thank you for your email. I will include the objection within the consultation, and a response will be provided within the Cabinet and Full Council reports.</p> <p>We have raised the concerns regarding the taxi ranks and the redevelopment of the strand. Representatives from the Council and the TDA are considering a number of options to improve the situation. These will be communicated with the trade as soon as these are finalised.</p> <p>Kind Regards, Rachael</p>	<p>Response from Taxi Licensing to details raised within the response email (this has not been emailed to the person and has only been included within this report)</p> <p>Thank you for your objection. Whilst we are working closely with the departments involved with the redevelopment works and the taxi provision, this is out of our direct control and cannot be considered as part of the fee consultation process.</p> <p>We appreciate that drivers are recovering from the loss of trade during covid, however the cost of the taxi licensing administration including enforcement must be recovered from the fees.</p> <p>The discounts that were given to the electric vehicles and the lower application fees to encourage new drivers was not funded from the taxi licensing budget.</p> <p>This rumour is not correct. There is a Hackney Carriage vehicle licence waiting list and if vehicle proprietor licences become available, they are</p>

important time of year for the trade. Easter and summer seasons are traditionally when drivers can realistically expect to earn enough money to be able to survive the quieter months. Further regeneration projects are planned soon due to £21.9 million of Town Deal funding secured to deliver the Torquay Town Investment plan so we anticipate the trade to be impacted by road closures diversions and road works etc for a considerable time.

Drivers are still trying to recover from loss of trade due to COVID and the escalating rise in cost of living. Shevaun Haviland Director General of the UK Chamber of Commerce said in a recent TV interview on Sky News that 2024 will be a very difficult year with continued workforce shortages, energy prices set to increase again as support packages for businesses are reduced and the importing of goods and services are about to become more difficult as the full impact of the Brexit transition looms. These financial pressures are likely to be past on to the public through price rises and shortages of goods. This is predicted to have a negative impact on the trade as everyone will have less disposable income impacting on leisure footfall.

The Licensing department can recover costs and like everyone, needs to balance its books. However, licensing gave discounts for electric vehicles and introduced £50 application fees for 50 new drivers and there can be no cross subsidy between fees for different licenses.

distributed through that set criteria. This has been in place for a number of years.

A separate letter has been sent to vehicle licence proprietors to explain the legal requirements surrounding this issue.

As advised above, the increase in the fees are to ensure the costs are recovered for each separate licence type.

Most existing drivers did not benefit from these initiatives but now appear to be disadvantaged as it will have impacted the departments revenue and contributed to the increased fees this year. However, our members still feel a rise more than inflation is disproportionate and will overburden drivers: Local Government (Miscellaneous Provisions) Act 1976 -sections 53 and 70; on what is set to be a very difficult time due to the economic climate and the impact of the Council plans to redevelop the Strand. Can I please ask if the department could please confirm or deny if the rumour of the department having two plates that are waiting to be assigned should someone have fully electric vehicle that fits the vehicle specifications is true? There is a little confusion amongst drivers on this point. The realignment of the V5 having to be in the same name as the one on the Hackney plate is also causing concern amongst some as historically some plates have been rented to individuals with full knowledge of the Licensing department. We do not want to see more experienced drivers leave the trade in Torbay. Instead of imposing such a big rise in fees in order to recover previous discounts to a few perhaps we could have a more equitable approach ensuring fair distribution of costs against reduced profitability to foster a supportive environment for all licensed drivers during this difficult transitional phase.

TORBAY COUNCIL

Meeting: Council

Date: 22 February 2024

Wards Affected: All Wards in Torbay

Report Title: Council Tax 2024/25

Cabinet Member Contact Details: Councillor Alan Tyerman, Cabinet Member for Housing and Finance, Alan.Tyerman@torbay.gov.uk

Director Contact Details: Malcolm Coe, Director of Finance, Malcolm.coe@torbay.gov.uk

1. Purpose of Report

The Council has a statutory obligation to set a 2024/25 Council Tax Requirement and a Council Tax for the Torbay area, including the demands of the precepting bodies before the 11 March in the preceding financial year.

2. Reason for Proposal and its benefits

The purpose of this technical report is to enable the Council to fulfil its statutory duty to calculate and set the Council Tax Requirement and Council Tax for 2024/25.

3. Recommendation(s) / Proposed Decision

3.1 That the Council is recommended to note:

3.2 On the 7th December 2023 Council approved the following Council Tax Bases for 2024/25: -

a) For the whole Council area as 47,374.08, [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and

b) For dwellings in the Brixham Town Council area as 6,251.14 to which a Parish precept relates.

3.3 That the Police and Crime Commissioner for Devon and Cornwall, and the Devon and Somerset Fire and Rescue Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table in paragraph 3.6 below.

That the Council is recommended to approve:

- 3.4 The Council Tax requirement for the Council's own purposes for 2024/25 (excluding Brixham Town Council) of £88,052,948.
- 3.5 That the following amounts be calculated for the year 2024/25 in accordance with Chapter Three of the Act:
- a) £369,328,836 being the estimated aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account the precept issued to it by Brixham Town Council.
 - b) £280,802,435 being the estimated aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - c) £88,526,349 being the amount by which the aggregate at 3.5(a) above exceeds the aggregate at 3.5(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax Requirement for the year (item R in the formula in Section 31B of the Act).
 - d) £1,868.66 being the amount at 3.5(c) above (Item R), all divided by Item T (3.2(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
 - e) £473,401 being the aggregate amount of all special items (Brixham Town Council) referred to in Section 34(1) of the Act
 - f) £1,858.67 being the amount at 3.5(d) above less the result given by dividing the amount at 3.5(e) above by Item T (3.2(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- 3.6 That the Council, in accordance with Chapter Three of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2024/25 for each part of its area and for each of the categories of dwellings.

	Valuation Band							
	A	B	C	D	E	F	G	H
Ratio of each band-to-Band D	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
Torbay Council	1,239.11	1,445.63	1652.15	1,858.67	2,271.71	2,684.75	3,097.78	3,717.34

Police and Crime Commissioner	183.00	213.50	244.00	274.50	335.50	396.50	457.50	549.00
Devon and Somerset Fire and Rescue Authority	66.45	77.53	88.60	99.68	121.83	143.98	166.13	199.36
Aggregate of Council Tax Requirements ex. Town Council	1,488.56	1,736.66	1984.75	2,232.85	2,729.04	3,225.23	3,721.41	4,465.7
Brixham Town Council	50.49	58.9	67.32	75.73	92.56	109.39	126.22	151.46
Aggregate of Council Tax Requirements including Brixham Town Council	1,539.05	1,795.56	2052.07	2,308.58	2,821.6	3,334.62	3,847.63	4,617.16

Note: Torbay Council's precept includes the Adult Social Care "precept" set in 2016/17 to 2018/19 and 2020/21 to 2024/25.

3.7 That it is noted that the Council's basic amount of Council Tax for 2024/25 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992. (Refer to paragraph 5.7)

4. Precepts on Torbay Council as a Billing Authority

4.1 Members should note that due to the complexity of setting the council tax level in accordance with statute it is not possible to simplify this report.

4.2 The Council approved the statutory Tax Base for Torbay at its meeting on the 7th December 2023 as 47,374.08 for the year 2024/25 and approved the 2024/25 Tax Base for Brixham Town Council as 6,251.14. When the "Council Tax Requirements" of the Police and Crime Commissioner for Devon and Cornwall, the Devon and Somerset Fire and Rescue Authority and Torbay Council (including Brixham Town Council) are determined, it remains only to make the statutory "basic tax" calculations in accordance with the Local Government Finance Act 1992, as amended by the Localism Act 2011, and "set" the tax for the eight Valuation Bands A to H ranging from 6/9ths to 18/9ths of the basic amount – "Band D".

4.3 The precept levels of other precepting bodies have been received. These are detailed below:

4.4 Brixham Town Council

Brixham Town Council met on 10th January 2024 and set a precept of £473,401. This results in a Band D Council Tax for 2024/25 of £75.73, (£63.49 2023/24), which is an increase of 19.28%. This precept is only payable by residents living in the Brixham Town Council area.

4.5 Police and Crime Commissioner (PCC) for Devon & Cornwall

The Police and Crime Commissioner for Devon and Cornwall met on 15th January 2024 and set a precept (for Torbay) of £13,004,184.96 This results in a Band D Council Tax for 2024/25 of £274.50, (£261.56 2023/24), an increase of 4.95%.

4.6 Devon and Somerset Fire and Rescue Authority

Devon and Somerset Fire and Rescue Authority met on 16th February 2024 and set a precept of £4,722,248. This results in a Band D Council Tax for 2024/25 of £99.68, (£96.79 2023/24), an increase of 2.99%.

4.7 If the formal Council Tax Resolutions within 3.6 above are approved, the total basic amount “Band D” of Council Tax will be as follows:

	2023/24	2024/25	2024/25
	£	£	Change
Torbay Council	1,774.39	1,858.67	4.75%
Police and Crime Commissioner	261.56	274.50	4.95%
Devon and Somerset Fire and Rescue Authority	96.79	99.68	2.99%
Sub-Total	2,132.74	2,232.85	4.69%
Brixham Town Council	63.49	75.73	19.28%
Total	2,196.23	2,308.58	5.12%

Background Documents

[The Referendums Relating to Council Tax Increases \(Principles\) \(England\) Report 2024-25 \(publishing.service.gov.uk\)](#)

[Agenda Item 12 - Council Tax Base 2024/25, Council - 7th December 2023](#)

[Agenda for Cabinet on Thursday, 13 February 2024, 5.30 pm \(torbay.gov.uk\)](#)

Supporting Information

5. Summary

- 5.1 The 2024/25 revenue budget will be presented to Council on 22nd February 2024. The net revenue budget proposed for approval is £139.2m.
- 5.2 This is net expenditure before the Council's general income and funding, NNDR Income, NNDR top up grant, other general grant and any collection fund surplus.
- 5.3 This results in a Council Tax requirement for the Torbay Council element of £88,052,948. Including the Brixham Town Council precept the Council Tax requirement is £88,526,349.
- 5.4 Expenditure at that level for Torbay Council will result in a Band D Council Tax for 2024/25 of £1,858.67, a 4.75% increase in the Torbay Council element of the Council tax.
- 5.5 Under section 52ZB(1) of the Local Government Finance Act 1992 ("the 1992 Act") as inserted by Schedule 5 to the Localism Act 2011, each billing authority and precepting authority must determine whether its relevant basic amount of council tax for a financial year ("the year under consideration") is excessive. If an authority's relevant basic amount of council tax is excessive a referendum must be held in relation to that amount.
- 5.6 The question whether an authority's relevant basic amount of council tax for a financial year ("the year under consideration") is excessive must be decided in accordance with a set of principles determined by the Secretary of State for the year under "The Referendums Relating to Council Tax Increases (Principles) (England) Report".
- 5.7 "For 2024-25, the relevant basic amount of council tax of an authority which belongs to the category mentioned in paragraph 2(a) is excessive if the authority's relevant basic amount of council tax for 2024/25 is 5% (comprising 2% for expenditure on adult social care, and 3% for other expenditure), or more than 5%, greater than its relevant basic amount of council tax for 2023/24"
- 5.8 For 2024-25 the Council will set an adult social care precept of 2% and a precept of 2.75% for other expenditure. If the formal Council Tax Resolutions within 3.5 above are approved the change in the "relevant basic amount" (i.e. the Band D Council tax) for 2024/25 is 4.75%, which is not "excessive" per the regulations.
- 5.10 The gross expenditure and income figures included at 3.5 (a) and 3.5 (b) are linked to the budget digest information presented to Council in March, which are prior to any adjustments to comply with CIPFA and central government reporting requirements.

6. Legal Implications

- 6.1 The Council is required, in accordance with the Local Government Finance Act 1992, as amended by the Localism Act 2011, to set an amount of Council Tax for each of the eight Valuation Bands for the coming financial year before 11th March. This is a matter of calculation only but in accordance with Section 67 of the Act must be set by the Council.

7. Consultation

- 7.1 There has been consultation on the 2024/25 budget proposals with all Members and through the Priority and Resources board meetings and consultation with stakeholders and residents through a consultation document and the use of social media.

8. Associated Risks

- 8.1 The Council must set the Council Tax before 11th March each year. The Collection of Council Tax income is essential to ensure the services provided by the Council and the other precepting bodies are adequately funded.
- 8.2 If the Council fails to set a Council Tax before 11th March, it will be in breach of its statutory obligation and subject to legal challenge.