

Appendix 5  
**LIST OF FEES AND CHARGES**

**ENVIRONMENTAL HEALTH SERVICES (2019/2020)**

(Effective 01 April 2019 to 31 March 2020)

<b>Hackney carriage/private hire fees (V.A.T. Exempt):</b>	
Hackney carriage vehicle licence	£204.00
Private hire vehicle licence	£142.00
Grant hackney carriage/private hire driver's licence (1 year)*	£228.00
Grant hackney carriage/private hire driver's licence (3 years)*	£401.00
Renewal hackney carriage/private hire driver's licence (1 year)*	£138.00
Renewal hackney carriage/private hire driver's licence (3 years)*	£301.00
Private hire operator's licence (1 year)*	£71.00
Private hire operator's licence (5 years)*	£213.00
Driver's initial test	£31.00
Driver's test re-take	£12.00
Transfer of vehicle ownership	No Fee
Addition of trailer to vehicle	No Fee
Meter testing and resealing	£29.00
Deposit fee - vehicle plate	£50.00
Deposit fee - driver's lapel badge	£50.00
Deposit fee - trailer plate	£50.00
Replacement driver's badge	No Fee
Replacement vehicle plate	No Fee
*Please see the following section on Criminal Record Disclosures for additional fees which may apply to your application.	

## Criminal Record Disclosures

The Licensing Team will require applicants to provide evidence of criminal record disclosures to ensure the suitability of applications for certain licences and permits.

There are two primary routes for gaining such checks, and these are dependent on the nature of the licence or permit applied for. They are typically gained either via the Disclosure and Barring Service (DBS) or a Responsible Organisation (a third party registered with DBS). The following disclosure requirements and fees currently apply. Please note that fees are not payable directly to North Devon Council and as such please be mindful that they are subject to change.

All disclosures are handled according to a **Code of Practice**, a copy of which is available on request.

Further information about the DBS is available via:

<https://www.gov.uk/government/organisations/disclosure-and-barring-service>

## Taxi and Private Hire Driver's Licences

An Enhanced DBS Disclosure is required for new driver applications and every three years thereafter.

Fee for Enhanced Disclosure via the DBS	£44.00
Administration fee for GBG Group PLC (North Devon Council's preferred umbrella body for Enhanced Disclosures)	£11.40 electronic application
	£24.00 non-electronic application

Electronic DBS applications will require payment to be made online to GB Group PLC when drivers make their online application. Non-electronic applications are not recommended but in these cases drivers will need to make the above payment to North Devon Council (who will in turn pay GB Group PLC).

Drivers using GB Group will have a choice of undertaking their ID verification either at the Council (at one of their offices in Barnstaple, South Molton or Ilfracombe) or at Barnstaple Post Office, Queen Street, Barnstaple. The Council's preference is that drivers use the Post Office for ID verification.

Fee for identity verification with North Devon Council	£6.00
Fee for identify verification with Post Office	£6.00

Where an applicant is unable to verify their identification using Route 1 information, such as a full driving licence, passport and utility bills; the DBS requires identification using Route 2 identification checks (using credit reference

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agency data). If applicable, a member of the Licensing Team will let you know, as a signed authority is required first before the Council will perform the check. An administration fee will be payable to North Devon Council in these circumstances to cover the cost of the Route 2 check.

Route 2 check: £10.00

The DBS provides a service called the **Update Service** which is highly recommended for drivers. For an annual subscription drivers can keep their DBS Enhanced Disclosure up-to-date and take it with them from role to role, within the same workforce, where the same type and level of check is required. This can save drivers both time and money. Application must be made within 19 days of the date of issue of the certificate.

Sign up to DBS Update Service: £13.00

### **Basic Criminal Record Disclosure**

Basic Criminal Record Disclosures are applicable for licences and permits including, scrap metal site and collector licences, private hire operators, personal licences and gambling related permits etc. The applicant will receive a copy of the disclosure information for their reference and the Council will request to examine this information in order to help determine the outcome of the relevant application. These documents are generally only valid for a limited period depending on the nature of the application.

Applicants can gain their Basic Criminal Record Disclosure from a Responsible Organisation (a third party registered with DBS). A list of Responsible Organisations can be found at:

<https://www.gov.uk/guidance/responsible-organisations>

Cost and return times vary with chosen Responsible Organisation.

For personal licences the alternative is a **Devon and Cornwall Police Access Search** available from:

Data Protection Office  
Strategic Development  
Devon and Cornwall Police  
Police HQ  
Middlemore  
Exeter  
EX2 7HQ

Tel: 01392 452675  
Email: [www.devon-cornwall.police.uk](http://www.devon-cornwall.police.uk)

Cost approx. £10.00 but return times are longer than a Basic Criminal Record Disclosure completed via a Responsible Organisation.

**Other Licensing Team Fees (V.A.T. Exempt):**

<b>Animal Welfare Licence Fees</b>	
Applications for a multi-activity licence will be processed according to the activity with the highest fee.	
<b>Licence Activity (grant and renewal)</b>	<b>Part A initial application fee</b>
Hiring out horses	£247
Breeding of dogs	£235
Keeping or training animals for exhibition	£154
Home boarder of dogs	£189
Non- home boarder of cats or dogs	£235
Dog day care	£212
Selling animals as pets	£235
<b>Veterinary fee</b>	<b>Part A veterinary fee</b>
Breeding of dogs (grant only, unless in exceptional circumstances)	£200
Hiring out horses (grant and renewal)	£250
<b>Additional fee for all licensed activities dependent upon licence period</b>	<b>Part B fee (payable after licence grant only)</b>
One year licence	£180
Two year licence	£180
Three year licence	£180
<b>Variation application including re-rating</b>	<b>Variation fee</b>
With no inspection	£31
With council inspection	£200
With veterinary inspection	£31 plus additional fee according to veterinary invoice

<b>Licence application</b>	<b>Part A initial application fee</b>	<b>Part B (payable after licence grant only)</b>
Zoo Licence	Veterinary surgeon's costs plus £71.10  <b>Under review</b>	  <b>Under review</b>
Dangerous Wild Animal Licence	Veterinary surgeon's costs plus £71.10  <b>Under review</b>	  <b>Under review</b>

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<b>Skin piercing registrations</b>		
Acupuncture, tattooing, cosmetic-piercing, electrolysis and semi-permanent skin colouring	£67.70 – Personal registration (covers all activities)	£67.70 – Premises registration (covers all activities)
<b>Sex Establishment Licences</b>		
Grant of a licence	£4,419.15 (£2,073.09 refund if a hearing is not required)	
Renewal of a licence	£3,308.05 (£1,623.31 refund if a hearing is not required)	
Transfer of a licence	£573.10 (£388.88 refund if a hearing is not required)	
Variation of a licence	£523.30 (£421.45 refund if a hearing is not required)	
<b>Boat and Boatman's Licences</b>		
Pleasure Boat Licence (fee based on capacity of vessel)	1-2 persons	£112.70
	3-6 persons	£135.15
	7-12 persons	£157.60
Pleasure Boatman Licence	Grant of a licence	£165.60
	Renewal of a licence	£60.90
<b>Scrap Metal Dealers</b>		
* see above section on Criminal Record Disclosure for additional fees that may apply		
Grant of a collector's licence	£125.45	
Renewal of a collector's licence	£125.45	
Variation of a collector's licence	£40.80	
Grant of a site licence	£176.45	
Renewal of a site licence	£171.35	
Variation of a site licence	£48.95	
<b>Hypnotism Authorisation</b>		
Application for consent to conduct an exhibition, demonstration or performance of hypnotism	No fee	
<b>Charitable collections</b>		
Street collection permit	No fee	
House to house collection licence	No fee	

<b>Licensing Act 2003 fees</b>			
* see above section on Criminal Record Disclosure for additional fees that may apply			
Application for grant/renewal personal licence*			£37.00
Temporary Event Notice			£21.00
Theft, loss etc of premises licence or summary			£10.50
Application for Provisional Statement			£315.00
Notification of change of name or address			£10.50
Application to vary licence to specify individual as premises supervisor			£23.00
Application for transfer of premises licence			£23.00
Interim Authority Notice following death etc. of licence holder			£23.00
Theft, loss etc of certificate or summary			£10.50
Notification of change of name or alteration of club rules			£10.50
Change of relevant registered address of club			£10.50
Theft, loss etc. of temporary event notice			£10.50
Theft, loss etc. of personal licence			£10.50
Duty to notify change of name or address			£10.50
Right of free holder etc to be notified of licensing matters			£21.00
Disapplication of premises supervisor for community premises			£23.00
Minor Variation			£89.00
<b>Grant &amp; full variation of premises licence/club premises certificate</b>			
<b>Rateable value</b>	<b>Band</b>	<b>Initial application fee</b>	<b>Annual maintenance fee</b>
No rateable value to £4,300	A	£100	£70
£4,300 to £33,000	B	£190	£180
£33,001 to £87,000	C	£315	£295
£87,001 to £125,000	D <sup>^</sup>	£450	£320
£125,001 and above	E <sup>^</sup>	£635	£350
^A multiplier is applied to premises in bands D and E, where they are exclusively or primarily in the business of supplying alcohol for consumption on the premises as follows			
<b>Band</b>		<b>D (x2)</b>	<b>E (x2)</b>
Application Fee		£900	£1,905
Annual Fee		£640	£1,050
<b>Large Venues</b>			
Where the maximum number of persons the applicant proposes should, during the times when the existing licence authorises licensable activities to take place on the premises, be allowed on the premises at the same time is 5,000 or more, an application must be accompanied by an additional fee:			
<b>Number in attendance at any one time</b>	<b>Additional Fee</b>		
5,000 to 9,999	£1,000		
10,000 to 14,999	£2,000		
15,000 to 19,999	£4,000		
20,000 to 29,999	£8,000		
30,000 to 39,999	£16,000		
40,000 to 49,999	£24,000		
50,000 to 59,999	£32,000		
60,000 to 69,999	£40,000		
70,000 to 79,999	£48,000		
80,000 to 89,999	£56,000		
90,000 and over	£64,000		

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**Exemptions**

**No fee payable for applications for premises licences/club premises certificates, which relate to the provision of regulated entertainment and:**

The application is by a proprietor of an educational institution in respect of premises that are or form part of an education establishment:

- (a) The establishment is a school or college;
- (b) The provision of regulated entertainment on the premises is carried on by the establishment for and on behalf of that establishment; OR

(2) The application is in respect of premises that are or form part of a church hall, chapel hall or similar building or a village hall, parish hall or other similar building

Additionally no annual fee is payable under the above exemption

**Fees for enquiries about the Licensing Act register**

5p per page, plus postage and packing

Where total charge per page equates to less than £5.00, no fee is applicable

No charge when viewed at Lynton House

Where officer time is required to search for individual records and prepare documents for viewing, an additional charge of £6.50 per hour may be made

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<b>Gambling Act 2005 fees</b>	
* see above section on Criminal Record Disclosure for additional fees that may apply	
<b>Prize gaming permit</b>	
New	£300
Renewal	£300
Transfer (new name from old on a permit)	£25
Copy	£15
<b>Family Entertainment Centre Gaming Machine Permit (UFEC)</b>	
New*	£300
Renewal*	£300
Transfer (new name from old on a permit)	£25
Copy	£15
<b>Gaming machines in alcohol licensed premises</b>	
Notification of two or less gaming machines	£50
Alcohol licensed premises gaming machine permit	£150
Variation of permit	£100
Transfer of permit	£25
Annual fee payable	£50
Substitution of old name for new	£25
Copy of Permit	£15
<b>Club gaming and club machine permits</b>	
New and renewal	£200
- where applicant is a holder of a Club Premises Certificate	£100
Annual amount	£50
To vary a permit	£100
Copy of permit	£15
<b>Gambling Notices</b>	
Giving of a Temporary Use Notice	£50.00
Replacement of an endorsed copy of a Temporary Use Notice	£10.50
Occasional Use Notice	No fee
<b>Small Society Lotteries</b>	
Small society lottery registration – application fee	£40.00
Small society lottery – annual fee	£20.00
<b>Premises licence ancillary fees</b>	
Notification of change in address/circumstances	£10.50
Replacement/copy of Licence	£10.50
<b>Copy of Public Register</b>	
VAT exempt 5p per page, plus postage and packing Where total charge per page equates to less than £5.00, no fee is applicable No charge when viewed at Lynton House Where officer time is required to search for individual records and prepare documents for viewing, an additional charge of £6.50 per hour may be made	



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<b>Gambling Act Premises Licence Applications, Annual &amp; Other Complex Fees</b>					
<b>Application/ premises</b>	Bingo Premises Licence	Adult Gaming Centre Premises Licence	Betting Premises (Track) Licence	Family Entertainment Centre Premises Licence	Betting Premises (other) Licence
Non- conversion fee, provisional statement	£705	£705	£560	£560	£705
Non- conversion fee, other premises	£2030	£1210	£1410	£1210	£1720
Annual fee	£590	£590	£590	£425	£365
Fee for variation application	£1015	£590	£705	£590	£850
Fee for transfer application	£705	£705	£560	£560	£705
Fee for application to reinstate	£705	£705	£560	£560	£705
Fee for provisional statement	£2030	£1210	£1410	£1210	£1720

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<b>Housing related fees</b>	
Application for a House in Multiple Occupation (HMO) Licence	£426.35
HMO licence renewal	£426.35
HMO licence variation	£213.15
Immigration inspections or accommodation certificates (UK Entry Clearance)	No fee
<b>Camping and caravan sites</b>	
Camp site licence (tents only)	No fee
Caravan & camp site licence	No fee
<b>Food related fees</b>	
Export health certificate	£50.00 per hour for certification
Food surrender certificate	£50.00 per hour for certification plus disposal costs
Primary authority partnership fees	£50.00 per hour
Fishery products fee for landed fish products	0.5 Euro per tonne of fishery product entering an establishment, from factory vessels on landing, 3rd country imports and consignments over 1 tonne landed (subject to change)
<b>Stray dogs</b> <b>The Environmental Protection Act 1990, and The Environmental Protection (Stray Dogs) Regulations 1992</b>	
Statutory fine	£25.00
Administration charge	£6.00 plus VAT
Boarding (for each period of 24 hours or part thereof)	£20.00
Any required veterinary costs, for example if the dog is injured or any other relevant fees	Based on costs of veterinary treatment or similar

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# Abandoned Vehicle Charges

(see The Removal, Storage and Disposal of Vehicles (Prescribed Sums and Charges) Regulations 2008 for further information, definitions etc.)

<b>Charges in Relation to Removal of Vehicles</b>				
<b>Vehicle position and condition</b>	<b>Vehicle equal to or less than 3.5 tonnes MAM</b>	<b>Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes</b>	<b>Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM</b>	<b>Vehicle exceeding 18 tonnes MAM</b>
Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£150	£200	£350	£350
Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£250	£650	Unladen-£2000	Unladen-£3000
			Laden-£3000	Laden-£4500
Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£200	£400	Unladen-£1000	Unladen-£1500
			Laden-£1500	Laden-£2000
Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£300	£850	Unladen-£3000	Unladen-£4500
			Laden-£4500	Laden-£6000

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<b>Charges in relation to the storage of vehicles</b>				
<b>Two wheeled vehicle</b>	<b>Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM</b>	<b>Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes MAM</b>	<b>Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM</b>	<b>Vehicle exceeding 18 tonnes MAM</b>
£10	£20	£25	£30	£35

<b>Charges in relation to the disposal of vehicles</b>				
<b>Two wheeled vehicle</b>	<b>Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM</b>	<b>Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes MAM</b>	<b>Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM</b>	<b>Vehicle exceeding 18 tonnes MAM</b>
£50	£75	£100	£125	£150

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**Local Air Pollution and Prevention and Control (LAPPC) Charges**

The Pollution Prevention and Control Act 1999 provide for the setting of fees and charges for Local Authority - Integrated Pollution Prevention and Control (LA-IPPC), and Local Air Pollution Prevention and Control (LAPPC) at levels that will recover costs of local authorities of implementing the system. The fees and charges are set nationally by DEFRA in consultation with affected industries and local authorities.

Type of charge	Type of process	£			
Application Fee	Standard process	1579			
	Additional fee for operating without a permit	1137			
	PVRI, SWOBs & Dry Cleaners RFA's:	148			
	PVR I & II combined	246			
	Vehicle Refinishers (VR's) & other RFA's	346			
	Reduced Fee Activities: Additional fee for operating without a permit	68			
	Mobile screening and crushing plant	1579			
	For the third to seventh applications	943			
	For the eighth and subsequent applications	477			
		Where an application for any of the above is for a combined Part B and waste application, <b>add</b> an extra £297 to the above amounts.			
Annual Subsistence Charge	Standard Process – LOW RISK	739 (+99)*			
	Standard Process – MEDIUM RISK	1111 (+149)*			
	Standard process – HIGH RISK	1672 (+198)*			
	Reduced Fee Activities Low/Med/High	76	151	227	
	PVR I & II combined Low/Med/High	108	216	326	
	Vehicle Refinishers Low/Med/High	218	349	524	
	Mobile screening and crushing plant L/M/H	618	989	1484	
	For the third to seventh permits L/M/H	368	590	884	
	For the eighth and subsequent permits L/M/H	189	302	453	
		*The additional amounts in brackets will be charged where a permit is for a combined Part B and waste installation.			
		Where a Part B Installation is subject to reporting under the E-PRTR Regulation, an <b>additional</b> £99 will apply to the above amounts.			

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	Late payment fee – applies when invoice remains unpaid 8 weeks from the date issued.	50
Transfer and Surrender	Standard process transfer	162
	Standard process partial transfer	476
	New operator at low risk reduced fee activity	75
	Surrender: all Part B activities	0
	Reduced fee activities: transfer	0
	Reduced fee activities: partial transfer	45
Temporary transfer for mobiles	First transfer	51
	Repeat following enforcement or warning	51
Substantial change	Standard process	1005
	Standard process where the substantial change results in a new PPC activity	1579
	Reduced fee activities	98

**LAPPC mobile plant charges**

No. of Permits	Application Fee 2018/19 £	Subsistence Fee 2018/19 £		
		Low	Med	High
1	1579	618	989	1484
2	1579	618	989	1484
3	943	368	590	884
4	943	368	590	884
5	943	368	590	884
6	943	368	590	884
7	943	368	590	884
8 and over	477	189	302	453

**LA-IPPC charges**

<b>Type of charge</b>	<b>Local Authority element 2017/18 £</b>
Application	3218
Additional fee for operating without a permit	1137
Annual Subsistence - LOW	1384
Annual Subsistence - MEDIUM	1541
Annual Subsistence - HIGH	2233
Late payment fee	50
Substantial Variation	1309
Transfer	225
Partial Transfer	668
Surrender	668

**Key**

Subsistence charges can be paid in four equal quarterly instalments paid on 1<sup>st</sup> April, 1<sup>st</sup> July, 1<sup>st</sup> October and 1<sup>st</sup> January. Where paid quarterly, the total amount payable to the local authority will be increased by £36.

Reduced fee activities are: Service Stations, Vehicle Refinishers, Dry Cleaners and Small Waste Oil Burners under 0.4MW.

Newspaper adverts may be required under EPR at the discretion of the Local Authority as part of the consultation process when considering an application (see Chapter 9 of the General Guidance Manual). This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to recoup its costs.

**Private Water Supply Regulations 2009  
(made up of 2 components as outlined below)**

**Laboratory Fees - charged by the laboratory for sample analysis.**

Monitoring Type	Maximum Fee allowed under the Regulations	Analysis Type	Current Laboratory Fee
Reg. 10	£25.00	<p>Microbiological parameters and basic checks, as specified under Reg. 10.</p> <p>(PWS 2-10)</p> <p><b>Please note:</b></p> <p><i>(1): Either as a result of the formal Risk Assessment process or a case-specific Risk Assessment, additional test parameters may be required. Where such tests are in addition to the specified suite(s), the costs will be recharged to the customer at the full rate charged by the laboratory. The maximum total charge will be that specified under Schedule 5 of the regulations.</i></p> <p><i>(2) Where a customer requests any test not included, or in the opinion of the relevant officer; not necessary under the regulations. We (at our discretion) may provide such sample collection and test facilities, however we will recharge the full cost of both our officer time and laboratory fees.</i></p>	£14.05
Check monitoring	£100	<p>Schedule 1, Part 1, Table A (1st part) – microbiological parameters. (PWS 1A)</p> <p>Schedule 2, Part 1, Table 1 – chemical parameters:</p> <ul style="list-style-type: none"> <li>- Full suite (PWS CM)</li> <li>- Basic/Reduced Suite (PWS 210)</li> </ul>	<p>£10.73</p> <p>£56.42</p> <p>£14.05</p>



		<p><b>Please note:</b></p> <p><i>(1) Either as a result of the formal risk assessment process or a case-specific risk assessment, additional test parameters may be required. Where such tests are in addition to the specified suite(s), the costs will be recharged to the customer at the full rate charged by the laboratory. The maximum total charge will be that specified under Schedule 5 of the regulations.</i></p> <p><i>(2) Where a customer requests any test not included, or in the opinion of the relevant officer not necessary under the regulations. We (at our discretion) may provide such sample collection and test facilities, but we will recharge the full cost of both our officer time and laboratory fees.</i></p>	
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Monitoring Type	Maximum Fee allowed under the Regulations	Analysis Type	Current Laboratory Fee
Audit monitoring	£500	<p data-bbox="557 306 1002 342">Schedule 1, Part 1, Table B</p> <p data-bbox="557 383 922 418">Audit Monitoring Basic</p> <p data-bbox="557 459 783 495"><b>Please note:</b></p> <p data-bbox="557 535 1254 920"><i>(1) Either as a result of the formal risk assessment process or a case-specific risk assessment, additional test parameters may be required. Where such tests are in addition to the specified suite(s), the costs will be recharged to the customer at the full rate charged by the laboratory. The maximum total charge will be that specified under Schedule 5 of the Regulations.</i></p> <p data-bbox="557 960 1246 1258"><i>(2) Where a customer requests any test not included, or in the opinion of the relevant officer not necessary under the regulations. We (at our discretion) may provide such sample collection and test facilities, but we will recharge the full cost of both our officer time and laboratory fees.</i></p>	£25.11

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Monitoring Type	Maximum Fee allowed under the Regulations	Analysis Type	Proposed Fee
		<p><b>Please note:</b></p> <p>(3) <i>The regulations require that check and audit monitoring is undertaken on LARGE and commercial PWS.</i></p> <p>(4) <i>We are required to review PWS users on a source/premises specific basis, and to include any additional parameters identified by risk assessment.</i></p> <p>(5) <i>As a consequence, charges can only be quoted in broad sampling suites, which may, from necessity, be subject to change. Where additional monitoring parameters are identified, the cost of analysis will be recharged on a substance/test specific basis, as set by our appointed laboratory. Conversely, laboratory fees will be reduced where test procedures can be dropped as a consequence of the appropriate and considered removal of unnecessary parameters, but this will always be at our discretion, and we will consider scientifically the evidence available.</i></p> <p>(6) <i>The total of all check and audit monitoring will be re-charged in full up to the maximum set per sample under the regulations (currently £100 for check monitoring and £500 for audit monitoring).</i></p> <p>(7) <i>The frequency of sampling will be dictated by the daily volume of use tables within the regulation schedules. Additional samples will be taken where the risk assessment identifies a site-specific need or problem.</i></p>	

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**Council Fees**  
**Private Water Supply (Regulations 2009)**

	<b>Fee £</b>
<b>1. Risk Assessment:</b>	
<b>NEW</b>	204
<b>REVIEW &amp; UPDATE</b>	135
 <b>2. Sampling (a)</b>	
Programmed sampling (based on 5 visits per day programme)	76.50
Customer requests (single requests, requiring unlinked geographical lists) and last minute or urgent requests	100
 <b>3. Investigations</b>	100
 <b>4. Granting Authorisations</b>	100

**Please note:**

- a. any person requesting any service under the PWSR 2009 is liable for the cost
- b. alternatively, fees are payable as specified in the invoice by the relevant person, as defined by Section 80 (7) of the Water Industry Act 1991:
  - i) *"the owners and occupiers of those premises; and*
  - ii) *whether or not the source of the private supply is in that authority's area, the owners and occupiers of the premises where that source is situated and any other person who exercises powers of management or control in relation to that source"*

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c. where more than one person is liable, we, in determining who is required to make payment:

i) may apportion the charge between them; and

ii) must have regard to any agreement or other document produced to the council relating to the terms on which water is supplied

d. customer requests for sampling which either fall:

i) completely outside regulatory control, or

ii) certain or, all specialist monitoring parameters fall outside regulatory control will not normally be undertaken. However, if the Head of Environmental Health and Housing Services decides monitoring can be justified in the interest of public health, it may be undertaken at their discretion, provided the customer agrees to pay in full for all services received, e.g. officer and laboratory costs.

**If you have any further queries, please telephone Environmental Health and Housing Services on 01271 388870.**