

**Appendix 1 - Proposed City Transport (Highways) Fees and Charges 2023/24**

	2022/23	2023/24	
	Actual Charge	Proposed Charge	Change %
<b>HIGHWAYS</b>			
Vehicle Crossover Inspection - First inspection	£150.00	£155.00	3.3%
Vehicle Crossover Inspection - Proceeding to works	£450.00	£464.00	3.1%
S50 Road Opening Charge – Works on apparatus with an existing licence	£205.00	£212.00	3.4%
S50 Road Opening Charge – New Licence	£561.00	£578.00	3.0%
Works on the Highway (installation of ramps etc)	£399.00	£411.00	3.0%
Temporary Traffic Lights (application and approval of changes to traffic light junctions)	£136.00	£141.00	3.7%
Oversailing (permission to move materials/build temporary structures over the public highways)	£136.00	£141.00	3.7%
Officer time (When needed on site checking traffic management or traffic signals)	£57.00	£59.00	3.5%
Filming Traffic Management Charge	£550.00	£567.00	3.1%
<b>DEVELOPER-LED HIGHWAY WORKS (INCLUDING S278/38 AGREEMENTS)</b>			
<p>Note 1: For S278/38 agreement items -</p> <p>(a) EVHW = Estimated Value of the Highway Works. This includes, inter alia, street lighting, electricals, statutory undertakers works, and traffic management. For the purposes of the Advanced Fee this shall be based on an early estimate of the proposals prior to any technical review. For the DCIF it shall be based on the final agreed proposals granted Technical Approval.</p> <p>(b) Fees exclude those for legal drafting, traffic regulation orders, structural/geotechnical AiP and commuted sums, which shall all be additional.</p> <p>(c) Fees are based on a standard scope of activities. If this is exceeded then 'supplementary' fees will be due at a time charge rate of £79 hour ex VAT.</p> <p>(d) In addition to these fees, applicants will be required to provide a legal undertaking at the point of application that they will pay any abortive costs that the Council may occur (including officer time @ £79 hour ex VAT) above the value of the advanced fee should the application not be completed for any reason.</p> <p>Note 2: Fees technical review items (where outside of the s278/38 agreement process)</p> <p>(a) Fees exclude any meetings, which be additional per separate items</p> <p>(b) Where the proposals include works at multiple disparate sites, include contiguous works over a very large area, or in other reasonable circumstances, these may be broken up and treated as separate schemes - each subject to separate fees.</p> <p>Note 3: For Road Safety Audit items -</p> <p>(a) Fees include up to 2 rounds of review of each RSA submission (i.e. Audit Team proposal, Brief, Audit Report, Audit Response Report). Should further rounds of review be necessary to obtain approval then this will be subject to additional fees at a time charge rate of £79 hour ex VAT.</p> <p>(b) Fees exclude technical review and/or approval of the highway proposals themselves or of any input TS/TA derived traffic forecasts etc... for that may be required for RSA Briefs. Where approval of such inputs is required then this will be subject to separate fees per other items. Whilst RSA Briefs may nonetheless be approved in the absence of these, this will be subject to separate latter approval of such input documents. Until that is provided Designers proceed with any RSA at their risk.</p> <p>(c) Fees exclude the production of Exceptions Reports for where the Design Organisation proposes not to follow an RSA recommendation. Should they be required then this will be subject to additional fees at a time charge rate of £79 hour ex VAT.</p> <p>(d) Where the proposals include works at multiple disparate sites, include contiguous works over a very large area, or in other reasonable circumstances, these may be broken up and treated as separate schemes - each subject to separate fees.</p>			
S278/38 'major works' agreement -			
Design Check and Inspection Fee (DCIF) to be paid when agreement completed to cover all tasks within standard scope	12% EVHW	20% EVHW	N/A
Advanced Fee (AF) to be paid at point of application to begin agreement process, but to be deducted from DCIF	6% EVHW (min £2,500)	10% EVHW (min £5,000)	N/A
S278 'minor works' agreement -			
Design Check and Inspection Free (DCIF) to be paid when agreement completed to cover all tasks within standard scope	12% EVHW	20% EVHW	N/A
Advanced Fee (AF) to be paid at point of application to begin agreement process, but to be deducted from DCIF	6% EVHW (min £1,500)	10% EVHW (min £2,000)	N/A
S278 'point works' agreement (where council designs and executes very minor works on the applicant's behalf) - officer time to prepare, design, works quotation and agreement, and to inspect/supervise/approve the works. Excludes cost of the works themselves which shall be confirmed in the agreement	£1,596.00	£1,756.00	10.0%
1no. round of technical review and written response, outside of S278/38 agreement process, of outline highway design proposals where -			
Small scheme	£573.00	£631.00	10.1%
Medium scheme	£985.00	£1,084.00	10.1%
Large scheme	£1,451.00	£1,597.00	10.1%
1no. round of technical review and written response, outside of S278/38 agreement process, of detailed highway design proposals excl. SUDS drainage and street lighting, where -			
Small scheme	£788.00	£868.00	10.2%
Medium scheme	£1,164.00	£1,281.00	10.1%
Large scheme	£1,683.00	£1,853.00	10.1%
1no. round of technical review and written response, outside of S278/38 agreement process, to SUDS drainage proposals, where -			
Small scheme	£333.00	£367.00	10.2%
Medium scheme	£583.00	£642.00	10.1%
Large scheme	£834.00	£918.00	10.1%
1no. round of technical review and written response, outside of S278/38 agreement process, to street lighting proposals, where -			
Small scheme	£333.00	£367.00	10.2%
Medium scheme	£583.00	£642.00	10.1%
Large scheme	£834.00	£918.00	10.1%
Road Safety Audit outside of S278/38 process, completion of all overseeing organisation tasks for an individual stage 1/1+2/2/3, where -			
Small scheme	£1,200.00	£1,321.00	10.1%
Medium scheme	£1,576.00	£1,735.00	10.1%
Large scheme	£2,185.00	£2,405.00	10.1%
Attendance of 1 no. Highway Agreements Officer at 1 no. max 2 hour meeting to informally discuss highway design proposals outside of S278/38 agreement, incl. advance review of submitted info but excl. any written notes or formal written observations	£251.00	£276.00	10.0%
Structural Approval in Principle to DMRB BD02	£667.00	£734.00	10.0%
Geotechnical Approval in Principle to DMRB HD22/08	Time charge at consultancy rates	Time charge at consultancy rates	N/A

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<b>TRANSPORT NOTE/STATEMENT/ASSESSMENT SCOPING AND OTHER PRE-APPLICATION ADVICE</b>			
<i>Note 1: Where Planning Performance Agreements are proposed then the fees shall be calculated on a case specific basis and those below may not apply.</i>			
<i>Note 2: The below rates assume the availability of Council staff. Where Council staff are not available then the Council may be able to arrange for external Consultants to provide advice instead on its behalf. However, fees will then be determined on a case specific basis.</i>			
<i>Note 3: The written pre-application advice items are limited to Transport Note/Statement/Assessment screening and scoping (based in each instance on submitted screening/scoping notes), and general transport policy. Advice on highway design (including for any roads/spaces within the site), Road Safety Audit, Travel Plans, and CTMPs is excluded and subject to separate fees under other items. Advice/audit relating to junction/network modelling is included where this relates to up to 2 no. simple, non-signalised junctions that do not interact or feature other complicating factors (as modelled within Junctions 9 software). In all other circumstances such advice is excluded and shall be subject to separate fees under other items.</i>			
1 no. round of written pre-application advice, excl. any meetings, for -			
Minor development - householder only	£287.00	£316.00	10.1%
Minor development - other	£501.00	£552.00	10.2%
1 no. round of written pre-application advice, incl. 1 no. clarification meeting prior to issue, for -			
Major development - small (Transport Statement only)	£752.00	£828.00	10.1%
Major development - medium (Transport Assessment)	£1,075.00	£1,183.00	10.0%
Major development - large (Transport Assessment)	£1,379.00	£1,518.00	10.1%
Major development - x.large (Transport Assessment and/or Environmental Statement)	£1,755.00	£1,932.00	10.1%
Attendance of Team Manager at any clarification meeting in addition to the assigned Transport Case Officer	£215.00	£237.00	10.2%
1 no. round of network/junction modelling advice/audit with written response	Time charge at consultancy rates	Time charge at consultancy rates	N/A
<b>TRAVEL PLANS</b>			
<i>Note 1: The scope for the monitoring fee items below includes 2no. rounds of review and written comment on each of 2 no. Travel Plans (to provide for later revisions after initial approval) and 3 no. Monitoring Reports. This is inclusive of any response to the Local Planning Authority on a related approval of details application or application to discharge a planning obligation. It also provides for 1 no. meeting with the Travel Plan author or Travel Plan Coordinator prior to submission of the first iteration of each document (5 meetings in total) and provision of related meeting notes. Any additional fees outside this standard scope, including inter alia discussions about remedial actions, step-in activities and further meetings or rounds of review and comment on documents, are subject to further fees which shall be at a time charge rate of £79 hour ex VAT.</i>			
1 no round of written pre-application advice on proposed Travel Plan (new or revised), incl. 1 no. clarification meeting before issue of advice			
Small sites	£824.00	£907.00	10.1%
Large sites	£1,110.00	£1,222.00	10.1%
1 no. round of review and written response to proposed CTMP (new or revised), excl. any meeting			
Small sites	£1,003.00	£1,104.00	10.1%
Large sites	£1,307.00	£1,439.00	10.1%
Monitoring fee			
Small sites	£5,534.00	£6,090.00	10.0%
Large sites	£6,364.00	£7,004.00	10.1%
<b>CONSTRUCTION TRAFFIC MANAGEMENT PLANS (CTMP)</b>			
<i>Note 1: These fees are applicable to traffic management plans for both demolition and construction works, both of which may be required as part of wider Demolition and/or Construction &amp; Environmental Management Plans (DEMP/CEMP). Discounts may be permitted for CTMPs related to demolition works only on a discretionary basis.</i>			
<i>Note 2: These fees exclude any highway licences, orders or permits, all of which are separately payable per other items.</i>			
1 no. round of written pre-application advice on proposed CTMP (new or revised), incl. 1 no. clarification meeting before issue of advice			
Standard scheme	£1,289.00	£1,419.00	10.1%
Large scheme	£1,540.00	£1,695.00	10.1%
1 no. round of review and written response to proposed CTMP (new or revised), excl. any meeting			
Standard scheme	£1,433.00	£1,577.00	10.0%
Large scheme	£1,719.00	£1,892.00	10.1%
Monitoring Fee - First 12 months of works or any part thereof			
Standard scheme	£7,397.00	£8,140.00	10.0%
Large scheme	£9,832.00	£10,820.00	10.0%
Monitoring Fee - Each additional 6 months of works or any part thereof			
Standard scheme	£3,654.00	£4,021.00	10.0%
Large scheme	£4,836.00	£5,322.00	10.0%
<b>TRAFFIC REGULATION ORDERS – PLANNED (TEMPORARY) AND TOWN POLICE CLAUSES ACT ORDERS</b>			
Administration & advertising costs			
1 to 5 Roads affected	£1,932.00	£1,990.00	3.0%
6 to 20 Roads affected	£2,500.00	£2,575.00	3.0%
21 to 50 Roads affected	£3,500.00	£3,605.00	3.0%
51+ Roads affected	£5,000.00	£5,150.00	3.0%
<b>TRAFFIC REGULATION ORDERS - NOTICES (TEMP - EMERGENCY)</b>			
Administration fee & officer time	£376.00	£388.00	3.2%

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<b>SCAFFOLD LICENCE</b>			
Initial 6 weeks	£83.00	£92.00	10.8%
Renewal subsequent 8 weeks	£83.00	£92.00	10.8%
Initial 6 weeks for 12m. length along the Public Highway	£242.00	£267.00	10.3%
Renewal subsequent 8 weeks for 12 meter length along Public Highway	£242.00	£267.00	10.3%
Manual renewal of Scaffolding licence for 8 weeks under 12 meter	£144.00	Deleted	
Manual renewal of scaffolding licence for 8 weeks over 12 meter	£442.00	Deleted	
Monitored contractor or retrospective licence for 6 weeks under 12 meter (£92 Surcharge)	New	£184.00	
Monitored contractor or retrospective licence for 6 weeks over 12 meter (£92 Surcharge)	New	£359.00	
<b>SKIP LICENCE</b>			
Returnable Deposit	£83.00	£92.00	10.8%
Deposit Processing Fees	£21.00	£24.00	14.3%
1 day Licence Standard Skip	£10.00	£11.00	10.0%
7 day Licence Standard skip	£33.00	£37.00	12.1%
28 day Licence Standard skip	£63.00	£70.00	11.1%
1 day Licence Large Skip	£33.00	£37.00	12.1%
7 day Licence Large Skip	£63.00	£70.00	11.1%
28 day Licence Large Skip	£124.00	£137.00	10.5%
<b>HOARDING</b>			
Area of Hoarding per square metre initial 6 week application	£27.00	£28.00	3.7%
Area of Hoarding per square metre renewal 8 week application	£27.00	£28.00	3.7%
<b>BUILDING MATERIALS</b>			
Per week	£39.00	£43.00	10.3%
Secure Hazardous Waste, Lockable Storage Containers, Temporary offices, Welfare facilities and Asbestos removal, decontamination units per square metre	£26.00	£29.00	11.5%
Crane. Tower cranes, mobile work platforms on the highway.	£113.00	£125.00	10.6%
<b>OBJECTS ON THE HIGHWAY</b>			
<b>TABLES AND CHAIRS, SHOP DISPLAY ETC</b>			
Initial application less than 5 square metres	£200.00	Deleted	
Initial application 5 square metres or greater	£408.00	Deleted	
Annual renewal fee per square metre	£29.00	Deleted	
<b>SHOP DISPLAY</b>			
Shop Display licence less than 5 square metres	New	£125.00	
Shop Display licence more than 5 square metres	New	£200.00	
<b>TABLES AND CHAIRS</b>			
Table and Chair licence less than 5 Square meters	New	£150.00	
Table and Chair licence more than 5 Square meters	New	£350.00	
<b>A-BOARD LICENCE</b>			
New application first year	£125.00	Deleted	
Annual licence fee	£88.00	£100.00	13.6%
<b>OTHER FEES</b>			
Highway Licence detail changes	£33.00	£37.00	12.1%
One off promotions per square metre	£33.00	£37.00	12.1%
Temporary Event Advertising Signs - first 50 (each)	£11.00	£13.00	18.2%
Temporary Event Advertising Signs - over 50 (each)	£6.00	£7.00	16.7%
Highway pre-construction survey	£350.00	£385.00	10.0%
<b>SIGNS</b>			
Brown Tourist signs per 5 years	£350.00	£385.00	10.0%
Neighbourhood watch signs	£44.00	£49.00	11.4%
Development directional signs per first 5	New	£400.00	
Development directional signs each additional sign	New	£75.00	
<b>CULTIVATION LICENCE</b>			
Licence for individuals who wish to cultivate a highway verge or other highway green space adjacent to their property.	£39.00	£43.00	10.3%

