

Kirklees Council Permit Scheme Fees Table – March 2020

FEES

Regulation 30 gives the Permit Authority the power to charge a fee in respect of the following:

- i. the issuing of a permit;
- ii. an application for a permit, where the permit scheme requires provisional advance authorisation to be obtained as part of that application; and
- iii. each occasion where there is a variation of a permit or the conditions attached to a permit;

FEE POLICY

Fees will **not** be payable in the following circumstances:

- i. by the Highway Authority or contractor working on their behalf in respect of its own works for road purposes, however a record of the permit and fee will be used for reporting purposes and fee reviews;
- ii. where a permit is deemed to be granted because the Permit Authority failed to respond to an application within the time periods;
- iii. if the Permit Authority has to revoke a permit through no fault of the Promoter. Where a fee has been charged, the Permit Authority will either refund the fee paid or not charge for the subsequent permit;
- iv. where several activity promoters are working within the same site and submit permit applications at the same time;
- v. where a promoter is using portable light signals and the heads are located on a road that is not part of the main works, but the lights are placed on a traffic sensitive street or cross boundary.
- vi. in respect of a variation of a permit or of a condition attached to a permit if the variation was initiated by the Permit Authority, e.g. via AIV.
- vii. where a Promoter completes works before the Permit Authority has had the opportunity to evaluate the permit application, e.g. Immediate works completed wholly within a weekend.

DISCOUNT RATE

A discount of 30% will be applied where works are undertaken wholly outside of traffic sensitive times on Traffic Sensitive Streets.

OPTION TO WAIVE OR REDUCE FEES

The Permit Authority retains the option to waive or reduce fees at its discretion. A reduction may be applied where it is demonstrated that an activity provides significant economic benefit to the local authority or Council. For instance, supplies for a new development, or where it is demonstrated that a network investment programme is being undertaken to meet customer demand

REVIEW OF FEES

The Permit Authority will review fees, and make available the outcome of the review, in accordance with Regulation 16A of the Statutory Instrument 2007 No. 3372 as amended.

As far as possible the fees and costs should be matched over a financial year. However, it is recognised that estimating the fee levels will involve incorporating the effect of various factors that will inevitably have a degree of uncertainty around them. In the event that fees and costs do not match the actual outturn for the year in question, adjustments may be made to fee levels for the subsequent years so that across a number of years fees do not exceed the allowable costs.

The fees will not exceed the maximum charges as set by the DfT.

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PERMIT FEES TABLE

| Reinstatement category of street | Main Roads | | | Minor Roads |
|--|-----------------------|---|---|---|
| | 0, 1 and 2 | 3 and 4 | | 3 and 4 |
| Street designated as traffic sensitive or not | All streets | Traffic sensitive at some times/locations | | Non traffic sensitive at any time or location |
| Time and location of activity | Any time and location | Any part within traffic sensitive times / locations | Wholly within non traffic sensitive times / locations | Any time and location |
| Provisional Advance Authorisation | £105* | £105 | £73.50 | £75 |
| Major Works – over 10 days <u>and</u> all major works requiring a traffic regulation order | £240* | £240 | £168 | £150 |
| Major works – 4 to 10 days | £130* | £130 | £91 | £75 |
| Major works – up to 3 days | £65* | £65 | £45.50 | £45 |
| Standard Activity | £130* | £130 | £91 | £75 |
| Minor Activity | £65* | £65 | £45.50 | £45 |
| Immediate Activity | £60* | £60 | £42 | £40 |

* A discount will be applied where works are undertaken wholly outside of traffic sensitive times on Traffic Sensitive Streets. See above.

Note: That the above fees will be reviewed in line with Regulation 16A of Statutory Instrument 2007 No. 3372 as amended.

PERMIT VARIATION FEES

£45 for activities on category 0, 1 & 2 streets, and on 3 & 4 traffic sensitive streets.

£35 for activities on category 3 and 4 non traffic sensitive streets.

If a permit variation moves an activity into a higher fee category, the Promoter will be required to pay the difference in permit fee as well as the permit variation.

No variation fee is payable if a permit variation is initiated by the Permit Authority.