

# **Sunderland City Council**

## **Permit Scheme**

### **Fee Summary**

## Fees

Under the permit scheme regulations (Regulation 30) the Authority is allowed to charge statutory undertakers a fee to review and issue a permit and a variation if applicable, proportionate to the cost to the Authority for administering that permit.

Where a variation to a permit moves the activity into a higher category, the promoter will be required to pay the difference in value between the two categories, on top of the variation fee.

## Exemptions

- These fees are not applied to any permits submitted in pursuant of works for roads purposes.
- Works undertaken on behalf of the local fire service to maintain a fire hydrant
- Where the Authority has failed to respond to a permit application within regulatory timescales
- Where a promoter cancels a submitted permit before the Authority has granted it
- Where a permit variation has been initiated by the Authority
- Where a permit has been revoked through no fault of the promoter

## Discounts

- Where several Permit applications for works that are of part of the same project but which are carried out on more than one street and are submitted at the same time.
- Where several Promoters are working within the same site submit applications at the same time as designate the permits as collaborative working.
- Where works are undertaken wholly outside of traffic sensitive times on Traffic Sensitive Streets.
- A discount may be applied where it is demonstrated that an activity provides significant economic benefit to the local authority or Council. These will be agreed on an ad-hoc basis

## Option to waive or reduce fees

The Permit Authority retains the right to waive or reduce fees at its discretion.

## Review of fees

The Permit Authority will review its Permit Scheme annually to assess whether the Scheme is meeting its objectives and whether the overall fee income exceeds the allowable costs but it is unlikely that fees will be amended until after three years of operation, following recovery of allowable set up costs over this period.

An annual report will be published.

As far as is reasonably 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.

## Sunderland – Fee Structure

The regulations set maximum fees that may not be exceeded in any circumstance. The guidance sets out the recommended fee structure for each category of permit and is arranged to reflect the greater work involved in handling larger activities and busier roads.

A discount will be applied in category 0-2 road types where works are undertaken wholly outside of traffic sensitive times on Traffic Sensitive Streets. That discount will be in line with the Permit Authorities policies and procedures, the fees will be reviewed on an annual basis.

The table of fees derived for Sunderland City Council is as follows

	Road Category 0 – 2 or Traffic sensitive	Road Category 3 – 4 non- traffic sensitive
PAA	£87	£65
Major works - over 10 days or traffic regulation order required	£176	£94
Major works - 4 to 10 days and no traffic regulation order required	£127	£70
Major works – up to 3 days and no traffic regulation order required	£64	£41
Standard works	£127	£70
Minor works	£64	£41
Immediate works	£52	£36

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