



Northumberland
County Council

Street Works Permit Scheme

For Road Works and Street Works

Fee Summary

Fee Structure

Under the permit scheme regulations (Regulation 30), the authority is allowed to charge statutory undertakers a fee to review, issue and vary (where applicable) a permit. Charges are 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

The following are exempt from permit fees:-

- works undertaken by or on behalf of the local authority.
- 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- where a permit has been revoked through no fault of the promoter.

Reductions

Reduced fees may apply to the following:-

- where there are several permit applications for the same activity, as part of the same project 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 and have noted collaborative working so as to produce the least impact for users of its streets

There will be a reduction of 30% from the permit or PAA fee. All applications, including the first to be received, must indicate that they are being submitted together (within 3 days).

Where the highway authority promoter is collaborating with statutory undertakers, those undertakers will be eligible for the discount.

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; however it is unlikely that fees will be amended until after three years of operation, following the recovery of allowable set up costs over this period.

The 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.

Northumberland County Council Fee Structure

The regulations set maximum fees that must 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.

There is an option for LAs to calculate custom fees as opposed to levying the maximum fees set by the DfT. The financial modelling carried out indicated that custom fees should be applied in order to ensure the scheme remains cost neutral.

The table of fees derived for Northumberland County Council are as follows:

Permit fees		
Activity Category	Cat 0-2 & TSS	Cat 3-4 & non TSS
Provisional Advanced Authorisation	£85	£73
Major	£197	£130
Standard	£110	£75
Minor	£59	£41
Immediate	£43	£35

Permit Variation Fees

Permit Variation Fees, set nationally, are as follows;

- £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.