

HMO Licensing Fees - Initial Application

The following spreadsheet should be read in conjunction with the 'Fees Report' produced on behalf of the East and West Sussex Chief Environmental Health Officers [REDACTED] in October 2005. The principals in the spreadsheet are those also agreed across East and West Sussex at meetings of the Chartered Institute Of Environmental Health Sussex Branch Housing Group.

Insert officer recharge rates as agreed with district / borough treasurer;

Management	£	42.31
Technical	£	35.33
Administrative	£	19.54

Fees are payable dependant on category of HMO;

Category I

Shared House - individual bedrooms, shared cooking/bath/shower/WC, and frequently also shared sitting/common room (shared student houses are just one example).

Category II

Bedsit House - individual occupancies of rooms, generally provided with exclusive cooking facilities, but sharing of some or all of baths/showers and WCs with similar occupants.

Category III

Hostels - dormitory type accommodation (no individual occupancy) with shared and/or catered cooking facilities, shared baths/showers/WCs/ laundry facilities, common rooms); some hostels may be staffed (could include backpackers, gang-master accommodation or hostels for hotel/restaurant staff)

Fee is to be calculated for a basic (5 occupancy) Category I house and then specifically agreed uplifts are applied

Development. D £ 150.00
Agreed nominal sum agreed across CIEH Sussex Branch Housing Group

Monitoring. M £ 154.84
See monitoring tab

Licence application. L £ 549.54
See process tab

Cost of basic licence for 5 person Category I HMO will be; D+M+L

Where uplift for larger HMOs is applied this is done by a factor of x
Therefore as D and M remains constant then uplift will be; D+M+Lx

Category I HMO

Multiplier applied (x) is per person over 5 persons = +2.5%

5 persons	£	854
6 persons	£	868
7 persons	£	882
8 persons	£	896
9 persons	£	909

Enter number of persons
Fee chargeable £

Category II HMO

Multiplier applied (x) is +10% per unit of accommodation

2 units	£	964
3 units	£	1,019
4 units	£	1,074
5 units	£	1,129
6 units	£	1,184

Enter number of units
Fee chargeable £

Category III HMO

Multiplier applied (x) depends on number of persons within the bandings identified

Up to 10 occupants	As basic	£	854
11 to 20 occupants	x is 150%	£	1,129
21 to 40 occupants	x is 200%	£	1,404
41 to 60 occupants	x is 250%	£	1,679
61 to 80 occupants	x is 300%	£	1,953
81+ occupants	x is 350%	£	2,228

HMO Licensing Fees - Renewals

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Fee is to be calculated for a basic (5 occupancy) Category I house and then specifically agreed uplifts are applied

Monitoring. M £ 154.84
See monitoring tab

Licence application. L £ 443.55
See process tab

Cost of renewal of licence for 5 person Category I HMO will be; M+L

Where uplift for larger HMOs is applied this is done by a factor of x
Therefore as M remains constant then uplift will be; M+Lx

Category I HMO

Multiplier applied (x) is per person over 5 persons = +2.5%

5 persons	£	598
6 persons	£	609
7 persons	£	621
8 persons	£	632
9 persons	£	643

Enter number of persons
Fee chargeable £

Category II HMO

Multiplier applied (x) is +10% per unit of accommodation

2 units	£	687
3 units	£	731
4 units	£	776
5 units	£	820
6 units	£	865

Enter number of units
Fee chargeable £

Category III HMO

Multiplier applied (x) depends on number of persons within the bandings identified

Up to 10 occupants	As basic	£	598
11 to 20 occupants	x is 150%	£	820
21 to 40 occupants	x is 200%	£	1,042
41 to 60 occupants	x is 250%	£	1,264
61 to 80 occupants	x is 300%	£	1,485
81+ occupants	x is 350%	£	1,707