

**Item CH 18/28 referred from Communities and Housing Advisory Board minutes of 12 November 2018**

**CH 18/28 REVIEW OF HOUSES IN MULTIPLE OCCUPATION AND CARAVAN SITE LICENSING FEES FOR 2019/20**

The report of the Director of Central Services provided an update on the existing fees charged to license a house in multiple occupation or caravan site and outlined the proposed charge to be applied following a review of the administrative costs of processing applications for Houses in Multiple Occupation (HMOs) and for residential mobile (park) home sites.

**RECOMMENDED:** That the charges for the following be agreed with effect from 1 April 2019:

- (1) £524 for a new mandatory HMO licence application;
- (2) £483 for the renewal of a mandatory HMO licence application;
- (3) £380 for a new caravan site licence where the use of the site is for permanent residential use; and
- (4) £180 for the transfer of a caravan site licence for a permanent residential use site.

**\*Referred to Cabinet**