

HOUSING REVENUE ACCOUNT FEES AND CHARGE PROPOSED 2026/27

Service	Details	2025/26 Fee	2026/27 Proposed Fee	2026-27 Proposed Increase (£)	2026-27 Proposed Increase (%)	Working Budget 2025/26	Budget Increase (from fee proposals)
Housing Revenue Account							
Specialist Support							
Guest Bedrooms	Silkin Court, Walpole Court, Scarborough Avenue, Southend Close, Pinewoods & Fred Millard.	£14.90	£16.60	£1.70	11.38%		
Guest flats	Norman Court, Silkin Court	£25.40	£28.60	£3.20	12.58%		
Short Stay Units	Assessment (per day)	£12.90	£15.30	£2.40	18.60%		
	Respite*	£25.30	£28.10	£2.80	11.07%		
						5,704	570
Laundry Charges	Independent living/flexicare laundry wash	£3.60	£3.70	£0.10	2.78%		
						22,144	-1,534
Room Hire	Hairdressing at Silkin/Fred Millard, (Hourly charge) *	£6.60	£6.80	£0.20	3.03%		
	Private chiropodist and other services, (per hour) *	£6.60	£6.80	£0.20	3.03%		
						2,000	5
Support Services and Care connect 24/7 for HRA tenants	Housing related support (includes all services shown under careline alarms)	£19.65	£20.20	£0.55	2.80%		
	Additional pendant for 2nd service user (additional weekly charge) (50 weeks)	£0.50	£0.55				
	Independent living and flexi care support charge for previous HRS protected clients and new residents entitled to HB response service for new customers (50 weeks)	£10.50	£11.00	£0.50	4.76%		
	Response service to other provider equipment (50 weeks)*	£8.70	£8.70	£0.00	0.00%		
	Monitoring only service (50 weeks) *	£3.90	£4.20	£0.30	7.69%		
						587,385	13,873
Care Connect 24/7 alarm - private (Shortfall funded from General Fund)	Response service (52 weeks) *	£8.70	£9.00	£0.30	3.45%		
	Additional pendant (52 weeks)*	£0.60	£0.70				
	Response service out of area (52 weeks)*	£8.70	£8.70	£0.00	0.00%		
	Response service to other provider equipment (52 weeks)*	£4.90	£5.00	£0.10	2.12%		
	Monitoring only service (52 weeks) *	£3.90	£4.20	£0.30	7.69%		
						128,000	2,600
	Winkhaus keys	£15.90	£15.90	£0.00	0.00%		
	Fobs - Sheltered Schemes (Black)	£25.40	£26.20	£0.80	3.13%		
	Fobs - Sheltered Schemes (Shark)	£15.20	£15.70	£0.50	3.26%		
Replacement Pendants	Tynetec pendant	£66.10	£68.10	£2.00	3.03%		
	Chiptech	£58.30	£60.00	£1.70	2.92%		
Key safe	Supply	£23.20	£23.90	£0.70	3.02%		
						4,177	37
General Needs Tenants and Leaseholders:							
Key Fobs	Old Style "Black fobs**"	£25.40	£26.20	£0.80	3.13%		
	New "Shark" Fobs*	£15.20	£15.70	£0.50	3.26%		
Communal door entry keys	Replacement keys for entry doors to flat blocks.	£24.30	£25.00	£0.70	2.88%		
Laundry charges - Roundmead	Wash tokens	£6.90	£7.10	£0.20	2.90%		
	Dry Tokens	£3.70	£3.80	£0.10	2.81%		
Management Fees for Westwood Court & Kilner Close	Administration Fees	£1.40	£1.45	£0.05	3.28%		
Joint to Sole	Administration Fees	£0.00	£50.00	£50.00	New Charge		
Sole to Joint	Administration Fees	£0.00	£50.00	£50.00	New Charge		
Mutual Exchanges	Administration Fees	£0.00	£50.00	£50.00	New Charge		
Non-Statutory Succession	Administration Fees	£0.00	£50.00	£50.00	New Charge		
						1,987	3,059

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Stores	Use of store	£7.70	£7.90	£0.20	2.60%		
Lock change	Callout	£167.80	£173.00	£5.20	3.10%		
	Admin charge	£60.10	£61.90	£1.80	3.00%		
						17,521	381
Tenant's Retrospective Charges							
Inspection charge - depending on cost of work	From £0 to £999	£258.80	£267.00	£8.20	3.17%		
	From £1,000 to £1,999	£264.30	£272.00	£7.70	2.91%		
	From £2,000 to £2,999	£286.30	£295.00	£8.70	3.04%		
	From £3,000 to £3,999	£297.30	£306.00	£8.70	2.93%		
	From £4,000 to £4,999	£352.40	£363.00	£10.60	3.01%		
	From £5,000 to £5,999	£473.50	£487.00	£13.50	2.85%		
Adminstration	Administration	£187.20	£193.00	£5.80	3.10%		
						6,720	0
Leasehold charges for services (VAT not applicable. All fees are additional income for SBC)							
Solicitors enquiries/standard pre-sale enquiries*	10 working day response - from date of payment	£209.20	£215.00	£5.80	2.77%		
Solicitors enquiries/standard pre-sale enquiries*	3 working day response - from date of payment	£319.30	£329.00	£9.70	3.04%		
Re-mortgage enquiries*	Enquiries raised at a time of remortgaging	£99.10	£102.00	£2.90	2.93%		
Redemption of Mortgage	Enquiries raised at a time of remortgaging	£115.00	£119.00	£4.00	3.48%		
Applications for consent for additional borrowing and Postponement of Right To Buy Discount Charge	Enquiries raised at a time of remortgaging	£90.00	£93.00	£3.00	3.33%		
Copy of lease*	fee for providing a copy of the lease	£49.50	£51.00	£1.50	3.03%		
Copy Transfers	fee for providing a copy of the lease	£50.00	£52.00	£2.00	4.00%		
Copies of quarterly service charge invoice*	additional inspection fee	£44.00	£45.30	£1.30	2.95%		
Copies of service charge estimate or actual statement*	additional inspection fee	£44.00	£45.30	£1.30	2.95%		
Deed of Postponement		£143.10	£147.00	£3.90	2.73%		
Notice of Charge		£49.50	£51.00	£1.50	3.03%		
Notice of Transfer/Assignment		£49.50	£51.00	£1.50	3.03%		
Lease extension	Valuation fee	£385.40	£397.00	£11.60	3.01%		
	Legal fee	£836.90	£862.00	£25.10	3.00%		
	Administration fee	£198.20	£204.00	£5.80	2.93%		
	Deposit - £260 or 10% of the premium, whichever is higher	£286.30	£295.00	£8.70	3.04%		
Collective enfranchisement	Valuation fee	£803.80	£828.00	£24.20	3.01%		
	Legal fee	£836.90	£862.00	£25.10	3.00%		
	Administration fee	£198.20	£204.00	£5.80	2.93%		
Consent fee/sub let fee	Cost of requesting permission to sublet the property	£77.10	£79.40	£2.30	2.98%		
						0	5,280
Leasehold Alterations							
Minor alterations - these are internal works within the demised premises that do not require planning permission or building control approval	Pre-application advice (non-refundable)	£220.20	£227.00	£6.80	3.09%		
	Minor application consideration and decision (non-refundable)	£440.50	£454.00	£13.50	3.06%		
	Letter licence - deed	£297.30	£306.00	£8.70	2.93%		
	Full licence - issued by Building Surveyor	£451.50	£465.00	£13.50	2.99%		
	Extension of the letter licence period	£264.30	£272.00	£7.70	2.91%		
Major alterations	Pre-application advice (non-refundable)	£264.30	£272.00	£7.70	2.91%		
	Major application consideration and decision (non-refundable)	£715.70	£737.00	£21.30	2.98%		
	Landlord licence - deed	£517.50	£533.00	£15.50	3.00%		
	Supplemental lease/deed of variation additional premises/restrictions)	£231.20	£238.00	£6.80	2.94%		
	Extension of the letter licence period	£352.40	£363.00	£10.60	3.01%		
Minor alterations - these are internal works within the demised premises that do not require planning permission or building control approval	Pre-application advice (non-refundable)	£313.80	£323.00	£9.20	2.93%		
	Minor application consideration and decision (non-refundable)	£578.10	£595.00	£16.90	2.92%		
	Retrospective letter licence	£473.50	£488.00	£14.50	3.06%		

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Appendix B

Service	Details	2025/26 Fee	2026/27 Proposed Fee	2026-27 Proposed Increase (£)	2026-27 Proposed Increase (%)	Working Budget 2025/26	Budget Increase (from fee proposals)
		£0.00					
Major alterations	Pre-application advice (non-refundable)	£357.90	£369.00	£11.10	3.10%		
	Major application consideration and decision (non-refundable)	£1,035.10	£1,066.00	£30.90	2.99%		
	Supplemental lease (extension of demised premises)	£451.50	£465.00	£13.50	2.99%		
	Landlord licence - deed	£737.80	£760.00	£22.20	3.01%		
Unauthorised alterations (The cost of this will depend on whether it is Minor or Major Works and the figure given is the minimum for major works)	Minor assessment and ruling	£550.60	£567.00	£16.40	2.98%		
	Major assessment and ruling	£814.90	£839.00	£24.10	2.96%		
	Stop and make safe notification (including liaison with other council officers)	£401.90	£414.00	£12.10	3.01%		
	Re-instatement minor works	£814.90	£839.00	£24.10	2.96%		
	Re-instatement major works	£1,079.10	£1,111.00	£31.90	2.96%		
						0	0
	GRAND TOTAL					£775,638	£24,271