

HISTORIC ENVIRONMENT STRATEGY AND ADVICE CHARGES 2018-19

Standard service: all case responses provided within 6-20 working days of receipt of completed charges acceptance form, with charges presented in tables below. Responses will be issued as soon as possible within this timeframe.

Fast-track service: all case responses provided within 5 working days of receipt of receipt of completed charges acceptance form, with charges double those presented in the tables below.

Pre-application/pre-determination charges

Developments within historic urban centres

Fee category	Size of development site (as shown on the red line plan)	Standard service
A	Less than 100 sq m	£200
B	100 to 249.99 sq m	£500
C	250 to 499.99 sq m	£750
D	500 to 999.99 sq m	£1000
E	1000 sq m and larger, NSIP projects and linear/pipeline schemes (non-NSIP)	Price on application (minimum charge of £100)

Other developments

Fee category	Size of development site (as shown on the red line plan)	Standard service
F	Less than 1ha	£100
G	1 to 4.99ha	£350
H	5 to 9.99ha	£500
I	10 to 19.99ha	£750
J	20ha and larger	£1000
K	NSIP projects and Linear/pipeline schemes (non-NSIP)	Price on application (minimum charge of £100)

If initial assessment determines a proposal has no significant archaeological implications Norfolk County Council Environment Service may choose to charge a lower fee than suggested by the tables above (minimum charge of £100).

Post-determination charges

Developments within historic urban centres

Fee category	Size of development site (as shown on the red line plan)	Standard service for developments with one phase of archaeological work expected post-determination (eg excavation or archaeological monitoring)	Standard service for developments with two or more phases of archaeological work expected post-determination (eg trial trenching followed by excavation and/or archaeological monitoring)
L	Less than 100 sq m	£350	£500
M	100 to 249.99 sq m	£500	£750
N	250 to 499.99 sq m	£750	£1000
O	500 to 999.99 sq m	£1000	£1250
P	1000 sq m and larger, NSIP projects and linear/pipeline schemes (non-NSIP)	Price on application (minimum charge of £100)	Price on application (minimum charge of £200)

Other developments

Fee category	Size of development site (as shown on the red line plan)	Standard service for developments with one phase of archaeological work expected post-determination (eg excavation or archaeological monitoring)	Standard service for developments with two or more phases of archaeological work expected post-determination (eg trial trenching followed by excavation and/or archaeological monitoring)
Q	Less than 1ha	£300	£400
R	1 to 4.99ha	£500	£750
S	5 to 9.99ha	£750	£1000
T	10 to 19.99ha	£1000	£1250
U	20ha and larger, NSIP projects and linear/pipeline schemes (non-NSIP)	Price on application (minimum charge of £100)	Price on application (minimum charge of £200)

Guidance

Initial requests for advice and input must be sent to hep@norfolk.gov.uk.

The service working day countdown will not start until a completed **historic environment strategy and advice charges acceptance form** has been sent to hep@norfolk.gov.uk and has been received by Norfolk County Council Environment Service. Initial requests for advice and input can be accompanied by a completed charges acceptance form. Completed charges acceptance form for pre-application/pre-determination advice and input will not be processed until after Norfolk County Council Environment Service has carried out an initial archaeological assessment.

If a customer commissions a standard service then decides later they need a fast-track service Norfolk County Council Environment Service can provide a quotation for a top-up fee.

The tables above cover a range of archaeological planning advice and input provided to developers, archaeological contractors and archaeological consultants, including briefs for programmes of archaeological work, comments on revised drafts of Written Schemes of Investigation and reports, attendance at meetings, site monitoring visits and travel costs. Services provided by Norfolk County Council Environment Service to district and borough level local planning authorities are covered by separate archaeological service level agreements.

Under the terms of this charging schedule historic urban areas include (but are not exclusive to) Great Yarmouth, King's Lynn, Norwich (Area of Main Archaeological Interest) and Thetford.

Quotations for input on strategic planning documents (including local plans, neighbourhood plans and Conservation Area Appraisals) are available on request.

The charges described in this document apply to all customers outside Norfolk County Council Environment Service (unless the services required form part of Norfolk County Council's role as a local planning authority or separate archaeological service level agreements).

Archaeological strategy and advice input beyond the scope of this document, the separate archaeological service level agreements, and Norfolk County Council's role as a local planning authority, will be charged at a rate of £50 per hour or £300 per day (under the standard service; fast-track service fees will be double this rate).

Norfolk County Council Environment Service Historic Environment Record (HER) charges are covered in a separate schedule (available on request from heritage@norfolk.gov.uk).

HISTORIC ENVIRONMENT STRATEGY AND ADVICE Charges acceptance form

Please complete the form as fully as possible and return it to hep@norfolk.gov.uk

1. SITE DETAILS (* = details required for processing)	
Site Name*	
Site Area (in ha or sq m), as shown on red line plan*	
Planning Reference*	
Description of development*	
Fee category (taken from 2018-19 list of strategy and advice charges)*	
Fee (taken from 2018-19 list of strategy and advice charges)*	

2. INVOICE DETAILS (details of the company or individual who will be paying the invoice; * = details required for processing)	
Full Name*	
Company*	
E-mail*	
Phone Number*	
Address (including Postcode)*	
Purchase Order Number (if required by customer)	
Authorised signature*	

By signing and returning this form the company or individual named in section 2 is agreeing to pay the appropriate fee for archaeological services from Norfolk County Council, as outlined in the 2018-19 list of historic environment strategy and advice charges.

3. DETAILS OF PERSON TO WHOM CORRESPONDENCE SHOULD BE SENT (if different to the invoice details above; leave blank if 2 and 3 are the same)	
Full Name	
Company	
E-mail	
Phone Number	
Address (including Postcode)	

4. FOR OFFICE USE ONLY	
NCCES Consultation Number	
Case Officer	