 **Environment Service**

**Community and Environmental Services**

**HISTORIC ENVIRONMENT STRATEGY AND ADVICE CHARGES 2022-23**

**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 completed charges acceptance form, with charges double those presented in the tables below.

**NSIP and other large infrastructure projects** Unless otherwise agreed through a planning performance agreement or similar this type of project will be charged at an hourly rate of £100 per hour.

**Pre-application/pre-determination charges**

**Developments within historic urban centres**

Under the terms of this charging schedule historic urban areas include but are not exclusive to the historic cores/defended areas of Great Yarmouth, King’s Lynn, Norwich and Thetford

|  |  |  |
| --- | --- | --- |
| **Fee category** | **Size of development site**  **(as shown on the red line plan)** | **Standard service** |
| A | Less than 100 sq m | £220 |
| B | 100 to 249.99 sq m | £550 |
| C | 250 to 499.99 sq m | £850 |
| D | 500 to 999.99 sq m | £1100 |
| E | 1000 sq m and larger | Price on application, typically £1500-£2500 |

**Developments in all other parts of Norfolk**

|  |  |  |
| --- | --- | --- |
| **Fee category** | **Size of development site**  **(as shown on the red line plan)** | **Standard service** |
| F | Less than 1ha | £150 |
| G | 1 to 4.99ha | £400 |
| H | 5 to 9.99ha | £550 |
| I | 10 to 19.99ha | £850 |
| J | 20ha and larger | Price on application, typically £1100 - -£1500 |

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 £110).

**Post-determination charges**

**Developments within historic urban centres**

Under the terms of this charging schedule historic urban areas include but are not exclusive to the historic cores/defended areas of Great Yarmouth, King’s Lynn, Norwich and Thetford

|  |  |  |  |
| --- | --- | --- | --- |
| **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 | £400 | £550 |
| M | 100 to 249.99 sq m | £550 | £850 |
| N | 250 to 499.99 sq m | £850 | £1100 |
| O | 500 to 999.99 sq m | £1100 | £1400 |
| P | 1000 sq m and larger | Price on application, typically £1500-£2500 | Price on application, typically £1500-£2500 |

**Developments in all other parts of Norfolk**

|  |  |  |  |
| --- | --- | --- | --- |
| **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 | £350 | £450 |
| R | 1 to 4.99ha | £550 | £850 |
| S | 5 to 9.99ha | £850 | £1100 |
| T | 10 to 19.99ha | £1100 | £1400 |
| U | 20ha and larger | Price on application, typically £1500-£2500 | Price on application, typically £1500-£2500 |

**Guidance**

Initial requests for advice and input must be sent to [hep@norfolk.gov.uk](mailto: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](mailto: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 above charges cover all aspects of the NCCES strategy and advice teams’ involvement in planning cases not covered by service level agreements with the local planning authorities in Norfolk.

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

 **Environment Service**

**Community and Environmental Services**

**HISTORIC ENVIRONMENT STRATEGY AND ADVICE**

**Charges acceptance form**

Please complete the form as fully as possible and return it to [hep@norfolk.gov.uk](mailto: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 2022-23 list of strategy and advice charges)\* | - |
| Fee (taken from 2022-23 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\* (Please print full name, not initials) | - |
| Company\* | - |
| E-mail Address\* | - |
| Would the customer prefer invoice to be emailed? | -Yes/No |
| 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 2022-23 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 | - |