

**Housing and Planning Act 2016
Civil Penalties – Charging Structure**

Factors Select score based on following guidance	Score 10	Score 20	Score 30	Score Selected
Severity of Offence score should reflect the seriousness of offence & if actions were deliberate	Minor offence – isolated incident, unforeseen, possibly some effort made to remove risk.	Moderate severity knowingly committed offence without considering consequences	Severe high-risk breach deliberate and flagrant disregard of law	
Previous History previous history of offending, & previous willingness to co-operate & comply	No previous history of non-compliance.	Some low-level previous history	Previous history of non-compliance & enforcement action	
Deter & Prevent Severity of offence & level of penalty required to prevent reoffending	Penalty will prevent reoccurrence	Penalty likely to deter repeat offending	Repeat offending likely unless penalty is very high	
Harm to Tenants impact on tenant, vulnerable group, discrimination etc?	Minor risk of harm to tenants. No vulnerable groups affected	Moderate risk of harm. Vulnerable group may be affected. Possible discrimination.	High level of harm with vulnerable group affected, intentional discrimination.	
Removal of financial benefit Level of financial benefit gained from offending, include asset values and rental income.	Small or no financial gain from non-compliance	Moderate financial gain and income from non-compliance	High financial gain, significant assets & income	
			TOTAL SCORE	

Score	Fee
50-60	£1,000
61-70	£5,000
71-80	£10,000
81-90	£15,000
91-100	£20,000
101-150	£30,000