

**Neighbourhoods & Climate Change  
Management Team**

**12 March 2024**

**Community Protection - Proposed Fees  
and Charges 2024/25**



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**Joint Report of Joanne Waller, Head of Community Protection and  
Philip Curran, Finance Manager**

**Electoral division(s) affected:**

Countywide

**Purpose of the Report**

- 1 To update and seek approval from Neighbourhoods & Climate Change Management Team with regards to the 2024/25 proposed fees and charges for the Community Protection area.

**Executive Summary**

- 2 The report sets out the proposed fees and charges for Community Protection for 2024/25 effective from 1 April 2024.
- 3 Service managers have considered fees and charges for their individual service areas and where appropriate increased non-statutory charges in line with the Council's MTFP for next year. All amendments to non-statutory charges have been agreed with the Head of Service.
- 4 In order to meet the required £50k MTFP savings income target for 24/25, a general increase of 5% is proposed for most discretionary fees except for some areas where larger increases are considered appropriate to better reflect their true service costs.

**Recommendation**

- 5 Neighbourhoods & Climate Change Management Team is recommended to approve the schedule of Community Protection fees and charges for 2024/25 to be implemented from 1 April 2024 as detailed in Appendices 2 to 6 subject to any further amendment to reflect subsequent changes to statutory fees.

## **Background**

- 6 All fees and charges must be reviewed on, at least, an annual basis and adjusted where appropriate. Increases in fees and charges are often necessary given the current and future pressures on budgets and the need to make target efficiency savings through maximising service income as well as reducing expenditure. There is no minimum standard increase in discretionary fees and charges for next year, although the MTFP assumes a 2% increase. However, the difficult economic climate means that careful consideration must be given to increasing prices in all discretionary fee charging areas.
- 7 The Council's delegated powers means that the fees and charges recommended in this report do not need to be approved by Cabinet, but instead can be agreed between the Corporate Director for Neighbourhoods & Climate Change and the Portfolio Holder.
- 8 In line with corporate guidance, increases, where possible, will be implemented from 1 April 2024. In some instances where there are existing pressures and savings are required, some charges have increased above inflation, however in doing so cognisance is made of other regional / external charges.

## **Context**

- 9 The review of fees and charges has been based on the Corporate Fees & Charges Policy that supports future budget processes and provides a framework and approach to charging for services. The Policy is built around the following key principles:
  - Develop an entrepreneurial approach so that charges whether new or reviewed are properly considered, and consistent.
  - Compliance with the Local Government Act 2003, which gives wide general powers to provide and charge for "Discretionary Services".
  - Adherence with the financial duty to ensure income does not exceed cost.
  - Charges may be set, so that different people are charged different amounts and in different areas to satisfy local needs and objectives. (A service can also continue to be provided free).
  - The income derived from charging will normally be used to offset the costs of providing the service being charged for, including support service costs.
  - As a general principle all proposals put forward to alter charges must be affordable, equitable and sustainable. These principles have been previously applied and continue to be applied to all aspects of the Community Protection provision.

## **Statutory & Discretionary Charges**

- 10 Fees and charges fall into two categories - Statutory and Discretionary. Some of the charges associated with Community Protection are Statutory, so the Council has no, or limited, discretionary powers over how they are applied. For example, all fees due under the Licensing Act 2003 are statutory and have not been increased by the government since the Act came into force in 2005.
- 11 Statutory fees relate to the Licensing Act 2003, Gambling Act 2005 (in terms of the fees limits), Private Water Supplies Regulation Act 2009, Local Authority Pollution Prevention Control (LAPPC), and Petroleum and Explosives Licensing.
- 12 Discretionary fees and charges are set by the service without guidance or instruction from government agencies but must, nevertheless, comply with any statutory of judicial control. In general terms this means that licensing authorities must not generate a profit from licensing fees which must only cover the actual cost of administering the relevant licensing function.
- 13 Increasing prices is only one part of a more strategic approach to be taken to ensure that Community Protection meets its challenging income targets for 2024/25. Whilst importance has been placed on the generation of revenue through price increases, during the current difficult economic climate, consideration has also been given to the public perspective and the impact of any such increase in charges will have upon them.

## **Community Protection Budgets**

- 14 The proposed net budget for Community Protection for 2024/25 is £6.630m. The budget is made up of £8.692m in expenditure and £2.062m in income. The total budgeted income is approximately 23.7% (fees and charges element 16.6%) of expenditure, this emphasises the need to ensure that the contribution from all income streams is maximised.

## **Proposed Fees & Charges 2024/25**

### **Business Compliance**

- 15 In order to meet the required MTFP income target for 24/25, a general increase of 5% is proposed for discretionary fees except for some areas where larger increases are considered appropriate to better reflect their true service costs.

- 16 Licensing Act 2003 - Fees relating to the Licensing Act are statutory and cannot be increased. The government has not increased these fees since the Act was implemented in 2005.
- 17 Gambling Act 2005 - The legislation sets out the upper and lower limits for which premises fees can be set, which must equate as near as possible to the cost of providing the service. As gambling fees have not been increased for a number of years in Durham, and are still set below the statutory maximum permitted, increases are being proposed.
- 18 Animal licensing – The introduction of a licensing regime for a number of activities involving animals, such as animal boarding, dog breeding and pet shops has led to a significant increase in work for Community Protection. An above inflation rise is being proposed to more accurately reflect the cost of administering and monitoring this area of work.
- 19 Primary Authority – Work has continued to identify and enter into partnerships with businesses in order to provide them with advice and guidance that allows them to operate with more certainty in a regulatory environment. The fee for primary authority agreements will move from a set hourly rate to a ‘package of hours’ that will be paid for, in advance, by the business.
- 20 A The full list of charges is detailed in Appendix 2 to 6.

## **Conclusion**

- 21 All fees and charges have been reviewed by service managers and increased in line with inflation or other considerations where appropriate; including achievement of MTFP savings.

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## **Appendix 1: Implications**

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### **Legal Implications**

Not applicable.

### **Finance**

The price increase will result in increased income for 2024/25. Maximising the income receivable from various service areas is crucial if the service is to meet its approved budget and required MTFP income generation targets.

### **Consultation**

Not applicable.

### **Equality and Diversity / Public Sector Equality Duty**

The sensitive pricing of services, particularly in discretionary service areas, is essential in the current economic climate. Price should never be the criterion that denies the unemployed or low income households access to high quality services. Prices must be set to maximise take up by the public whilst satisfactorily supporting the overall cost of service provision.

### **Human Rights**

Not applicable.

### **Crime and Disorder**

Not applicable.

### **Staffing**

There are currently no staffing implications.

### **Accommodation**

Not applicable.

## **Risk**

The sensitive pricing of services, particularly in discretionary service areas, is essential in the current economic climate, as a result in order to minimise risk, the fees and charges increase has taken in consideration these factors and only where robust business plans have been undertaken has the increase been proposed at a higher rate. It is common for the taxi industry to challenge the fees so a gradual increase, based on the additional cost of the regime to the Council is expected. Some Councils do get legal challenge to their fees structure and are compelled to justify how the fees have been determined.

## **Procurement**

Not applicable.

## **Climate Change**

Not applicable.

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## **Appendix 2-6: Community Protection Fees & Charges 2024/25**

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See supporting spreadsheet.

**Appendix 2**  
**Licensing**  
**Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2021/22 Charge (£) (inc VAT)	2022/23 Charge (£) (inc VAT)	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual Increase 24/25 (£)	Actual %age Increase	Actual %'age Increase 24/25	VAT Code
<b>Premises Licences - Licensing Act 2003</b>											
<b>No rateable value to £4,300 (BAND A):</b>											
	Application Fee	Per premises	100.00	100.00	100.00	100.00	0.00	0.00	0%	0%	OS
	Annual Charge	Per premises	70.00	70.00	70.00	70.00	0.00	0.00	0%	0%	OS
<b>Rateable value of £4,301 to £33,000 (BAND B):</b>											
	Application Fee	Per premises	190.00	190.00	190.00	190.00	0.00	0.00	0%	0%	OS
	Annual Charge	Per premises	180.00	180.00	180.00	180.00	0.00	0.00	0%	0%	OS
<b>Rateable value of £33,001 to £87,000 (BAND C):</b>											
	Application Fee	Per premises	315.00	315.00	315.00	315.00	0.00	0.00	0%	0%	OS
	Annual Charge	Per premises	295.00	295.00	295.00	295.00	0.00	0.00	0%	0%	OS
<b>Rateable value of £87,001 to £125,000 (BAND D):</b>											
	Application Fee	Per premises	450.00	450.00	450.00	450.00	0.00	0.00	0%	0%	OS
	Annual Charge	Per premises	320.00	320.00	320.00	320.00	0.00	0.00	0%	0%	OS
<b>Rateable value of £125,001 and above (BAND E):</b>											
	Application Fee	Per premises	635.00	635.00	635.00	635.00	0.00	0.00	0%	0%	OS
	Annual Charge	Per premises	350.00	350.00	350.00	350.00	0.00	0.00	0%	0%	OS
<b>A multiplier is applied to premises in bands D and E where they are exclusively or primarily in the business of selling alcohol (mainly large town and city centre pubs)</b>											
<b>City / town centre pub application fee:</b>											
	Band D	D (x2)	900.00	900.00	900.00	900.00	0.00	0.00	0%	0%	OS
	Band E	E (x3)	1,905.00	1,905.00	1,905.00	1,905.00	0.00	0.00	0%	0%	OS
<b>City / town centre pub annual charge:</b>											
	Band D	D (x2)	640.00	640.00	640.00	640.00	0.00	0.00	0%	0%	OS
	Band E	E (x3)	1,050.00	1,050.00	1,050.00	1,050.00	0.00	0.00	0%	0%	OS
<b>Additional fees for exceptionally large events</b>											
<b>Number in attendance at any one time:</b>											
<b>5,000 to 9,999</b>											
	Additional Fee	Per event	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0%	0%	OS
	Annual Fee	Per event	500.00	500.00	500.00	500.00	0.00	0.00	0%	0%	OS
<b>10,000 to 14,999</b>											
	Additional Fee	Per event	2,000.00	2,000.00	2,000.00	2,000.00	0.00	0.00	0%	0%	OS
	Annual Fee	Per event	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0%	0%	OS
<b>15,000 to 19,999</b>											
	Additional Fee	Per event	4,000.00	4,000.00	4,000.00	4,000.00	0.00	0.00	0%	0%	OS
	Annual Fee	Per event	2,000.00	2,000.00	2,000.00	2,000.00	0.00	0.00	0%	0%	OS
<b>20,000 to 29,999</b>											
	Additional Fee	Per event	8,000.00	8,000.00	8,000.00	8,000.00	0.00	0.00	0%	0%	OS
	Annual Fee	Per event	4,000.00	4,000.00	4,000.00	4,000.00	0.00	0.00	0%	0%	OS
<b>30,000 to 39,999</b>											
	Additional Fee	Per event	16,000.00	16,000.00	16,000.00	16,000.00	0.00	0.00	0%	0%	OS
	Annual Fee	Per event	8,000.00	8,000.00	8,000.00	8,000.00	0.00	0.00	0%	0%	OS
<b>40,000 to 49,999</b>											
	Additional Fee	Per event	24,000.00	24,000.00	24,000.00	24,000.00	0.00	0.00	0%	0%	OS
	Annual Fee	Per event	12,000.00	12,000.00	12,000.00	12,000.00	0.00	0.00	0%	0%	OS
<b>50,000 to 59,999</b>											
	Additional Fee	Per event	32,000.00	32,000.00	32,000.00	32,000.00	0.00	0.00	0%	0%	OS
	Annual Fee	Per event	16,000.00	16,000.00	16,000.00	16,000.00	0.00	0.00	0%	0%	OS
<b>60,000 to 69,999</b>											
	Additional Fee	Per event	40,000.00	40,000.00	40,000.00	40,000.00	0.00	0.00	0%	0%	OS
	Annual Fee	Per event	20,000.00	20,000.00	20,000.00	20,000.00	0.00	0.00	0%	0%	OS
<b>70,000 to 79,999</b>											
	Additional Fee	Per event	48,000.00	48,000.00	48,000.00	48,000.00	0.00	0.00	0%	0%	OS
	Annual Fee	Per event	24,000.00	24,000.00	24,000.00	24,000.00	0.00	0.00	0%	0%	OS
<b>80,000 to 89,999</b>											
	Additional Fee	Per event	56,000.00	56,000.00	56,000.00	56,000.00	0.00	0.00	0%	0%	OS
	Annual Fee	Per event	28,000.00	28,000.00	28,000.00	28,000.00	0.00	0.00	0%	0%	OS
<b>90,000 and over</b>											
	Additional Fee	Per event	64,000.00	64,000.00	64,000.00	64,000.00	0.00	0.00	0%	0%	OS
	Annual Fee	Per event	32,000.00	32,000.00	32,000.00	32,000.00	0.00	0.00	0%	0%	OS
<b>Personal Licences, Temporary Events and Other Fees:</b>											
	Application for a grant or renewal of personal licence	Per event	37.00	37.00	37.00	37.00	0.00	0.00	0%	0%	OS
	Temporary event notice (per event)	Per event	21.00	21.00	21.00	21.00	0.00	0.00	0%	0%	OS
	Theft, loss, etc. of premises licence or summary	Per event	10.50	10.50	10.50	10.50	0.00	0.00	0%	0%	OS
	Application for a provisional statement where premises being built, etc.	Per event	315.00	315.00	315.00	315.00	0.00	0.00	0%	0%	OS
	Notification of change of name or address	Per event	10.50	10.50	10.50	10.50	0.00	0.00	0%	0%	OS
	Application to vary licence to specify individual as premises supervisor	Per event	23.00	23.00	23.00	23.00	0.00	0.00	0%	0%	OS
	Application for transfer of premises licence	Per event	23.00	23.00	23.00	23.00	0.00	0.00	0%	0%	OS
	Application for a minor variation	Per event	89.00	89.00	89.00	89.00	0.00	0.00	0%	0%	OS
	Removal of DPS at community premises	Per event	23.00	23.00	23.00	23.00	0.00	0.00	0%	0%	OS
	Interim authority notice following death, etc. of licence holder	Per event	23.00	23.00	23.00	23.00	0.00	0.00	0%	0%	OS
	Theft, loss, etc. of certificate or summary	Per event	10.50	10.50	10.50	10.50	0.00	0.00	0%	0%	OS
	Notification of change of name or alteration of club rules	Per event	10.50	10.50	10.50	10.50	0.00	0.00	0%	0%	OS



**Appendix 2**  
**Licensing**  
**Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2021/22 Charge (£) (inc VAT)	2022/23 Charge (£) (inc VAT)	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual Increase 24/25 (£)	Actual %age Increase	Actual %'age Increase 24/25	VAT Code
	Change of relevant registered address of club	Per event	10.50	10.50	10.50	10.50	0.00	0.00	0%	0%	OS
	Theft, loss, etc. of temporary event notice	Per event	10.50	10.50	10.50	10.50	0.00	0.00	0%	0%	OS
	Theft, loss, etc. of personal licence	Per event	10.50	10.50	10.50	10.50	0.00	0.00	0%	0%	OS
	Duty to notify change of name or address	Per event	10.50	10.50	10.50	10.50	0.00	0.00	0%	0%	OS
	Right of free holder, etc. to be notified of licensing matters	Per event	21.00	21.00	21.00	21.00	0.00	0.00	0%	0%	OS

The application is by a proprietor of an educational institution in respect of premises that are or form part of an educational establishment:

- The establishment is a school or college;
- The provision of regulated entertainment on the premises is carried on by the establishment for and on behalf of that establishment; OR

The application is in respect of premises that are or form part of a church hall, chapel hall or similar building or a village hall, parish hall or other similar building.

**Premises Licence Application Fees**

**New Application:**

Regional Casino Premises Licence	Per premises	11,250.00	11,250.00	11,250.00	11,250.00	0.00	0.00	0%	0%	OS
Large Casino Premises Licence	Per premises	7,500.00	7,500.00	7,500.00	7,500.00	0.00	0.00	0%	0%	OS
Small Casino Premises Licence	Per premises	6,000.00	6,000.00	6,000.00	6,000.00	0.00	0.00	0%	0%	OS
Existing Casino Premises Licence	Per premises	0.00	0.00	0.00		0.00	0.00	0%	0%	OS
Bingo Premises Licence	Per premises	2,625.00	2,625.00	2,625.00	2,700.00	0.00	75.00	0%	3%	OS
Adult Gaming Centre Premises Licence	Per premises	1,500.00	1,500.00	1,500.00	1,600.00	0.00	100.00	0%	7%	OS
Family Entertainment Centre Premises Licence	Per premises	1,500.00	1,500.00	1,500.00	1,600.00	0.00	100.00	0%	7%	OS
Betting Premises (Track) Licence	Per premises	1,125.00	1,125.00	1,125.00	1,250.00	0.00	125.00	0%	11%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	2,250.00	2,250.00	2,250.00	2,350.00	0.00	100.00	0%	4%	OS

**New Application (Provisional Statement Holders):**

Regional Casino Premises Licence	Per premises	6,000.00	6,000.00	6,000.00	6,000.00	0.00	0.00	0%	0%	OS
Large Casino Premises Licence	Per premises	3,750.00	3,750.00	3,750.00	3,750.00	0.00	0.00	0%	0%	OS
Small Casino Premises Licence	Per premises	2,250.00	2,250.00	2,250.00	2,250.00	0.00	0.00	0%	0%	OS
Existing Casino Premises Licence	Per premises	0.00	0.00	0.00		0.00	0.00	0%	0%	OS
Bingo Premises Licence	Per premises	900.00	900.00	900.00	950.00	0.00	50.00	0%	6%	OS
Adult Gaming Centre Premises Licence	Per premises	900.00	900.00	900.00	950.00	0.00	50.00	0%	6%	OS
Family Entertainment Centre Premises Licence	Per premises	710.00	710.00	710.00	750.00	0.00	40.00	0%	6%	OS
Betting Premises (Track) Licence	Per premises	710.00	710.00	710.00	750.00	0.00	40.00	0%	6%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	900.00	900.00	900.00	950.00	0.00	50.00	0%	6%	OS

**Annual Fee:**

Regional Casino Premises Licence	Per premises	11,250.00	11,250.00	11,250.00	12,000.00	0.00	750.00	0%	7%	OS
Large Casino Premises Licence	Per premises	7,500.00	7,500.00	7,500.00	8,000.00	0.00	500.00	0%	7%	OS
Small Casino Premises Licence	Per premises	3,750.00	3,750.00	3,750.00	4,000.00	0.00	250.00	0%	7%	OS
Existing Casino Premises Licence	Per premises	2,250.00	2,250.00	2,250.00	2,500.00	0.00	250.00	0%	11%	OS
Bingo Premises Licence	Per premises	750.00	750.00	750.00	825.00	0.00	75.00	0%	10%	OS
Adult Gaming Centre Premises Licence	Per premises	750.00	750.00	750.00	825.00	0.00	75.00	0%	10%	OS
Family Entertainment Centre Premises Licence	Per premises	560.00	560.00	560.00	600.00	0.00	40.00	0%	7%	OS
Betting Premises (Track) Licence	Per premises	750.00	750.00	750.00	800.00	0.00	50.00	0%	7%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	450.00	450.00	450.00	500.00	0.00	50.00	0%	11%	OS

**Premises Licences - Related Application Fees and Charges**

**Application to Vary:**

Regional Casino Premises Licence	Per premises	5,625.00	5,625.00	5,625.00	6,000.00	0.00	375.00	0%	7%	OS
Large Casino Premises Licence	Per premises	3,750.00	3,750.00	3,750.00	4,000.00	0.00	250.00	0%	7%	OS
Small Casino Premises Licence	Per premises	3,000.00	3,000.00	3,000.00	3,200.00	0.00	200.00	0%	7%	OS
Existing Casino Premises Licence	Per premises	1,500.00	1,500.00	1,500.00	1,650.00	0.00	150.00	0%	10%	OS
Bingo Premises Licence	Per premises	1,310.00	1,310.00	1,310.00	1,400.00	0.00	90.00	0%	7%	OS
Adult Gaming Centre Premises Licence	Per premises	750.00	750.00	750.00	800.00	0.00	50.00	0%	7%	OS
Family Entertainment Centre Premises Licence	Per premises	750.00	750.00	750.00	800.00	0.00	50.00	0%	7%	OS
Betting Premises (Track) Licence	Per premises	935.00	935.00	935.00	1,000.00	0.00	65.00	0%	7%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	1,125.00	1,125.00	1,125.00	1,250.00	0.00	125.00	0%	11%	OS

**2. Application to Transfer:**

Regional Casino Premises Licence	Per premises	4,875.00	4,875.00	4,875.00	5,000.00	0.00	125.00	0%	3%	OS
Large Casino Premises Licence	Per premises	1,610.00	1,610.00	1,610.00	1,700.00	0.00	90.00	0%	6%	OS
Small Casino Premises Licence	Per premises	1,350.00	1,350.00	1,350.00	1,450.00	0.00	100.00	0%	7%	OS
Existing Casino Premises Licence	Per premises	1,010.00	1,010.00	1,010.00	1,100.00	0.00	90.00	0%	9%	OS
Bingo Premises Licence	Per premises	900.00	900.00	900.00	950.00	0.00	50.00	0%	6%	OS
Adult Gaming Centre Premises Licence	Per premises	900.00	900.00	900.00	950.00	0.00	50.00	0%	6%	OS
Family Entertainment Centre Premises Licence	Per premises	710.00	710.00	710.00	750.00	0.00	40.00	0%	6%	OS
Betting Premises (Track) Licence	Per premises	710.00	710.00	710.00	750.00	0.00	40.00	0%	6%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	900.00	900.00	900.00	950.00	0.00	50.00	0%	6%	OS

**Application for Re-instatement:**

Regional Casino Premises Licence	Per premises	4,875.00	4,875.00	4,875.00	5,000.00	0.00	125.00	0%	3%	OS
Large Casino Premises Licence	Per premises	1,610.00	1,610.00	1,610.00	1,750.00	0.00	140.00	0%	9%	OS
Small Casino Premises Licence	Per premises	1,350.00	1,350.00	1,350.00	1,450.00	0.00	100.00	0%	7%	OS
Existing Casino Premises Licence	Per premises	1,010.00	1,010.00	1,010.00	1,100.00	0.00	90.00	0%	9%	OS
Bingo Premises Licence	Per premises	900.00	900.00	900.00	950.00	0.00	50.00	0%	6%	OS

**Appendix 2**  
**Licensing**  
**Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2021/22 Charge (£) (inc VAT)	2022/23 Charge (£) (inc VAT)	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual Increase 24/25 (£)	Actual %age Increase	Actual %age Increase 24/25	VAT Code	
	Adult Gaming Centre Premises Licence	Per premises	900.00	900.00	900.00	950.00	0.00	50.00	0%	6%	OS	
	Family Entertainment Centre Premises Licence	Per premises	710.00	710.00	710.00	750.00	0.00	40.00	0%	6%	OS	
	Betting Premises (Track) Licence	Per premises	710.00	710.00	710.00	750.00	0.00	40.00	0%	6%	OS	
	Betting Premises (Other / Non-Track) Licence	Per premises	900.00	900.00	900.00	950.00	0.00	50.00	0%	6%	OS	
	<b>Application for Provisional Statement:</b>											
	Regional Casino Premises Licence	Per premises	11,250.00	11,250.00	11,250.00	12,000.00	0.00	750.00	0%	7%	OS	
	Large Casino Premises Licence	Per premises	7,500.00	7,500.00	7,500.00	8,000.00	0.00	500.00	0%	7%	OS	
	Small Casino Premises Licence	Per premises	6,000.00	6,000.00	6,000.00	6,250.00	0.00	250.00	0%	4%	OS	
	Existing Casino Premises Licence	Per premises	0.00	0.00	0.00		0.00	0.00	0%	0%	OS	
	Bingo Premises Licence	Per premises	2,625.00	2,625.00	2,625.00	2,800.00	0.00	175.00	0%	7%	OS	
	Adult Gaming Centre Premises Licence	Per premises	1,500.00	1,500.00	1,500.00	1,600.00	0.00	100.00	0%	7%	OS	
	Family Entertainment Centre Premises Licence	Per premises	1,500.00	1,500.00	1,500.00	1,600.00	0.00	100.00	0%	7%	OS	
	Betting Premises (Track) Licence	Per premises	1,875.00	1,875.00	1,875.00	1,950.00	0.00	75.00	0%	4%	OS	
	Betting Premises (Other / Non-Track) Licence	Per premises	2,250.00	2,250.00	2,250.00	2,350.00	0.00	100.00	0%	4%	OS	
	<b>Copy Licence:</b>											
	All copy licences under Gambling Act	Per premises	20.00	20.00	20.00	20.00	0.00	0.00	0%	0%	OS	
	<b>Notification of Change:</b>											
	All premises under Gambling Act	Per premises	40.00	40.00	40.00	40.00	0.00	0.00	0%	0%	OS	
	<b>Gaming Machine Permits</b>											
	<b>Application and Renewal Fee:</b>											
Family Entertainment Centre Permits	Per premises	300.00	300.00	300.00	300.00	0.00	0.00	0%	0%	OS		
Prize Gaming Permits	Per premises	300.00	300.00	300.00	300.00	0.00	0.00	0%	0%	OS		
<b>Change of Name:</b>												
Family Entertainment Centre Permits	Per premises	25.00	25.00	25.00	25.00	0.00	0.00	0%	0%	OS		
Prize Gaming Permits	Per premises	25.00	25.00	25.00	25.00	0.00	0.00	0%	0%	OS		
<b>Copy of Permit:</b>												
Family Entertainment Centre Permits	Per premises	15.00	15.00	15.00	15.00	0.00	0.00	0%	0%	OS		
Prize Gaming Permits	Per premises	15.00	15.00	15.00	15.00	0.00	0.00	0%	0%	OS		
<b>Alcohol Licensed Premises Gaming Machine Permits</b>												
Notification Fee (2 machines or less)	Per premises	50.00	50.00	50.00	50.00	0.00	0.00	0%	0%	OS		
New Application Fee	Per premises	150.00	150.00	150.00	150.00	0.00	0.00	0%	0%	OS		
Application by an Existing Permit Holder	Per premises	100.00	100.00	100.00	100.00	0.00	0.00	0%	0%	OS		
Vary Permit	Per premises	100.00	100.00	100.00	100.00	0.00	0.00	0%	0%	OS		
Transfer Permit	Per premises	25.00	25.00	25.00	25.00	0.00	0.00	0%	0%	OS		
Annual Fee	Per premises	50.00	50.00	50.00	50.00	0.00	0.00	0%	0%	OS		
Change of Name	Per premises	25.00	25.00	25.00	25.00	0.00	0.00	0%	0%	OS		
Copy of Permit	Per premises	15.00	15.00	15.00	15.00	0.00	0.00	0%	0%	OS		
<b>Club Gaming and Club Machine Permits</b>												
New Application Fee	Per premises	200.00	200.00	200.00	200.00	0.00	0.00	0%	0%	OS		
Application by an Existing Permit Holder	Per premises	100.00	100.00	100.00	100.00	0.00	0.00	0%	0%	OS		
Renewal Fee	Per premises	200.00	200.00	200.00	200.00	0.00	0.00	0%	0%	OS		
Annual Fee	Per premises	50.00	50.00	50.00	50.00	0.00	0.00	0%	0%	OS		
Vary Permit	Per premises	100.00	100.00	100.00	100.00	0.00	0.00	0%	0%	OS		
Copy of Permit	Per premises	15.00	15.00	15.00	15.00	0.00	0.00	0%	0%	OS		
<b>Small Society Lottery Registrations</b>												
Registration Fee	Per premises	40.00	40.00	40.00	40.00	0.00	0.00	0%	0%	OS		
Annual Fee	Per premises	20.00	20.00	20.00	20.00	0.00	0.00	0%	0%	OS		
<b>Temporary Use Notices</b>												
Fee for giving a notice	Per premises	375.00	375.00	375.00	375.00	0.00	0.00	0%	0%	OS		
Fee for the Replacement of an Endorsed Copy of a Notice	Per premises	25.00	25.00	25.00	25.00	0.00	0.00	0%	0%	OS		
<b>Street Trading - Harmonised Street Trading Charges per Street Trading Policy</b>												
<b>Street Trader Licences:</b>												
Daily Consent/Licence (application fee £21, charge upon grant £7.50)	Per trader	26.50	27.00	28.50	30.00	1.50	1.50	6%	5%	OS		
Weekly (2 to 7 Days) Consent/Licence (Excluding Designated Market Days) Application fee £48, £46 charge upon grant)	Per trader	81.50	83.50	89.00	94.00	5.50	5.00	7%	6%	OS		
Monthly (8 Days to Calendar Month) Consent/Licence (Excluding Designated Market Days) Application fee £100, charge upon grant £54	Per trader	143.00	146.00	154.00	165.00	8.00	11.00	5%	7%	OS		
Annual Consent/Licence (Excluding Designated Market Days) Application fee £215, £270 charge upon grant	Per trader	450.00	460.00	485.00	520.00	25.00	35.00	5%	7%	OS		
<b>Unestablished Markets:</b>												
Category 1 - Up to 10 Traders	Per Market	132.50	135.00	145.00	155.00	10.00	10.00	7%	7%	OS		
Category 2 - Between 11 and 30 Traders	Per Market	132.50	135.00	145.00	155.00	10.00	10.00	7%	7%	OS		
Category 3 - Between 31 and 50 Traders	Per Market	245.00	250.00	265.00	280.00	15.00	15.00	6%	6%	OS		
Category 4 - Between 51 and 70 Traders	Per Market	255.00	265.00	280.00	295.00	15.00	15.00	6%	5%	OS		
Category 5 - Over 71 Traders	Per Market	317.50	325.00	350.00	370.00	25.00	20.00	8%	6%	OS		
<b>Taxi Licences</b>												
<b>A. Drivers - One Year Licences</b>												

**Appendix 2**  
**Licensing**  
**Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2021/22 Charge (£) (inc VAT)	2022/23 Charge (£) (inc VAT)	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual Increase 24/25 (£)	Actual %age Increase	Actual %age Increase 24/25	VAT Code
	1) New HC Driver	Per vehicle	72.50	74.00	78.00	82.00	4.00	4.00	5%	5%	OS
	2) Renewal HC Driver	Per vehicle	72.50	74.00	78.00	82.00	4.00	4.00	5%	5%	OS
	3) New PHC Driver	Per vehicle	72.50	74.00	78.00	82.00	4.00	4.00	5%	5%	OS
	4) Renewal PHC Driver	Per vehicle	72.50	74.00	78.00	82.00	4.00	4.00	5%	5%	OS
	5) New Combined HC/PHV Driver	Per vehicle	102.00	104.00	109.00	114.00	5.00	5.00	5%	5%	OS
	6) Renewal Combined HC/PHV Driver	Per vehicle	102.00	104.00	109.00	114.00	5.00	5.00	5%	5%	OS
<b>B. Drivers - Two Year Licences</b>											
	1) New HC Driver	Per vehicle	127.00	129.50	136.00	142.00	6.50	6.00	5%	4%	OS
	2) Renewal HC Driver	Per vehicle	127.00	129.50	136.00	142.00	6.50	6.00	5%	4%	OS
	3) New PHC Driver	Per vehicle	127.00	129.50	136.00	142.00	6.50	6.00	5%	4%	OS
	4) Renewal PHC Driver	Per vehicle	127.00	129.50	136.00	142.00	6.50	6.00	5%	4%	OS
	5) New Combined HC/PHV Driver	Per vehicle	180.50	185.00	195.00	202.00	10.00	7.00	5%	4%	OS
	6) Renewal Combined HC/PHV Driver	Per vehicle	180.50	185.00	195.00	202.00	10.00	7.00	5%	4%	OS
<b>C. Drivers - Three Year Licences</b>											
	1) New HC Driver	Per vehicle	184.00	184.00	194.00	202.00	10.00	8.00	5%	4%	OS
	2) Renewal HC Driver	Per vehicle	184.00	184.00	194.00	202.00	10.00	8.00	5%	4%	OS
	3) New PHC Driver	Per vehicle	184.00	184.00	194.00	202.00	10.00	8.00	5%	4%	OS
	4) Renewal PHC Driver	Per vehicle	184.00	184.00	194.00	202.00	10.00	8.00	5%	4%	OS
	5) New Combined HC/PHV Driver	Per vehicle	261.00	261.00	275.00	282.00	14.00	7.00	5%	3%	OS
	6) Renewal Combined HC/PHV Driver	Per vehicle	261.00	261.00	275.00	282.00	14.00	7.00	5%	3%	OS
<b>D. Operators - One Year Licences</b>											
	1) New PH Operator	Per vehicle	126.00	129.00	136.00	143.00	7.00	7.00	5%	5%	OS
	2) Renewal PH Operator	Per vehicle	126.00	129.00	136.00	143.00	7.00	7.00	5%	5%	OS
<b>E. Operators - Two Year Licences</b>											
	1) New PH Operator	Per vehicle	226.00	230.00	242.00	253.00	12.00	11.00	5%	5%	OS
	2) Renewal PH Operator	Per vehicle	226.00	230.00	242.00	253.00	12.00	11.00	5%	5%	OS
<b>F. Operators - Three Year Licences</b>											
	1) New PH Operator	Per vehicle	324.00	329.00	345.00	363.00	16.00	18.00	5%	5%	OS
	2) Renewal PH Operator	Per vehicle	324.00	329.00	345.00	363.00	16.00	18.00	5%	5%	OS
<b>G. Operators - Four Year Licences</b>											
	1) New PH Operator	Per vehicle	427.00	435.00	455.00	475.00	20.00	20.00	5%	4%	OS
	2) Renewal PH Operator	Per vehicle	427.00	435.00	455.00	475.00	20.00	20.00	5%	4%	OS
<b>H. Operators - Five Year Licences</b>											
	1) New PH Operator	Per vehicle	525.00	535.00	560.00	583.00	25.00	23.00	5%	4%	OS
	2) Renewal PH Operator	Per vehicle	525.00	535.00	560.00	583.00	25.00	23.00	5%	4%	OS
<b>I. Other Charges</b>											
	Replacement Badge	Per vehicle	22.00	22.50	23.50	24.50	1.00	1.00	4%	4%	OS
	Locality Test	Per driver	23.00	23.50	25.00	26.50	1.50	1.50	6%	6%	OS
	Knowledge Test	Per driver	13.50	14.00	15.00	16.00	1.00	1.00	7%	7%	OS
	Hackney Carriage Vehicle	Per vehicle	225.00	230.00	230.00	240.00	0.00	10.00	0%	4%	OS
	Private Hire Vehicle	Per vehicle	225.00	230.00	230.00	240.00	0.00	10.00	0%	4%	OS
	Plate Transfer	Per vehicle	65.00	66.00	69.00	74.00	3.00	5.00	5%	7%	OS
	Cherished No Plate	Per vehicle	22.00	22.50	23.50	25.00	1.00	1.50	4%	6%	OS
	Loss of Licence	Per vehicle	14.50	15.00	16.00	17.00	1.00	1.00	7%	6%	OS
	Special Vehicles	Per vehicle	192.00	195.00	205.00	215.00	10.00	10.00	5%	5%	OS
<b>Miscellaneous Licences</b>											
	Sex Establishments/Sexual Entertainment - Application Fee	Per premises	3,635.00	3,690.00	3,890.00	4,100.00	200.00	210.00	5%	5%	OS
	Sex Establishments - Charge upon grant	Per premises	105.00	107.00	112.00	118.00	5.00	6.00	5%	5%	OS
	Scrap Metal Site (New) - Application Fee	Per premises	53.00	54.00	56.50	59.50	2.50	3.00	5%	5%	OS
	Scrap Metal Site (New) - Charge upon grant	Per premises	320.00	325.00	340.00	355.00	15.00	15.00	5%	4%	OS
	Scrap Metal Site - Variation	Per premises	54.50	55.50	58.00	61.00	2.50	3.00	5%	5%	OS
	Scrap Metal Collector (New) - Application Fee	Per premises	43.50	45.00	47.50	50.00	2.50	2.50	6%	5%	OS
	Scrap Metal Collector (New) - Charge upon grant	Per premises	216.00	220.00	230.00	242.00	10.00	12.00	5%	5%	OS
	Scrap Metal Collector - Variation	Per premises	43.50	44.50	47.00	50.00	2.50	3.00	6%	6%	OS

**Appendix 3  
Trading Standards  
Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2019/20 Charge (£) (inc VAT)	2020/21 Charge (£) (inc VAT)	2021/22 Charge (£) (inc VAT)	2022/23 Charge (£) (inc VAT)	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual %age Increase 24/25	VAT Code
<b>Trading Standards</b>											
When a visit is made by a Trading Standards Officer to any premises for the purpose of carrying out any of the functions or activities listed below, each visit may be subject to a minimum charge of £62.52 + VAT per Officer per visit regardless of the nature or amount of work requested or completed.											
Visits carried out partly or entirely outside of normal office hours may incur a surcharge of 50% on the standard fee or on the standard hourly rate per Officer per hour.											
Where the 2024/25 charges states 'Flat Rate' the charge is as follows: Trading Standards Officer: £85.00/hr Support Officer: £42.00/hr per support officer in attendance											
This charge has been agreed by Association of Chief Trading Standards Officers (ACTSO) based on the provision of a single weights and measures inspector which reflects salary levels, plus all the necessary on-cost for the delivery of such a services.											
	1 - Passing as Fit for Use for Trade Sections 11, 49 and 76 of the Weights and Measures Act 1985 and Measuring Instruments Directive	Per hr	62.50	62.50	72.00	74.00	78.00	85.00	7.00	9%	OS
	a. Measuring Instruments Directive	Per hr	Flat Rate	Flat Rate	Flat Rate	Flat Rate	Flat Rate	Flat Rate			SR
In order to reflect additional costs associated with examination, testing and documentation, and maintenance of MID notified body status, certain classes of instrument covered by MID should be subject to additional charges, as follows:											
1 - No extra charge for:											
<ul style="list-style-type: none"> <li>Automatics, being automatic discontinuous totalisers, automatic rail weighbridges, automatic catchweighers, automatic gravimetric filling instruments and beltweighers</li> <li>Cold water meters</li> </ul>											
2 - 10% surcharge for:											
<ul style="list-style-type: none"> <li>Measuring instruments for liquid fuel and lubricants</li> <li>Measuring instruments for liquid fuel delivered from road tankers</li> </ul>											
3 - 25% surcharge for:											
<ul style="list-style-type: none"> <li>Capacity serving measures</li> <li>Material measures of length</li> </ul>											
Note: Fees increase for initial MID conformity assessment, but not subsequent reverification.											
	b. Special Weighing and Measuring Equipment		Flat Rate	Flat Rate		74.00	78.00	85.00	7.00	9%	SR
Examining, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment at the place where the service is provided. Such types of equipment, specifically excluded from tables C to H below, include:											
<ul style="list-style-type: none"> <li>Automatic or totalising weighing machines</li> <li>Equipment designed to weigh loads in motion</li> <li>Bulk fuel measuring equipment tested following a Regulation 65 or 66 occurrence under the 1983 Regulations or Regulation 23 or 24 occurrence under the 1988 Regulations</li> <li>Weighing or measuring equipment tested by means of statistical sampling</li> <li>The establishment of calibration curves from templates</li> <li>Templates graduated in millilitres</li> <li>Testing or other services in pursuance of a Community obligation other than EC initial or partial verification</li> </ul>											
	c. Weights		Flat Rate	Flat Rate		74.00	78.00	85.00	7.00	9%	SR
1 - Weights exceeding 5kg or not exceeding 500mg, 2CM											
2 - Other weights											
VAT to be added, unless under the Measuring Instruments (EEC Requirements) Regs 1988											
	d. Measures		Flat Rate	Flat Rate		74.00	78.00	85.00	7.00	9%	SR
1 - Linear measures not exceeding 3m for each scale											
2 - Capacity measures without divisions not exceeding 1 litre											
3 - Cubic ballast measures (other than brim measures)											
4 - Liquid capacity measures for making up and checking average quantity packages											
5 - Templates											
<ul style="list-style-type: none"> <li>Per scale - first item</li> <li>Second and subsequent items</li> </ul>											
VAT to be added, unless under the Measuring Instruments (EEC Requirements) Regs 1988											
	e. Weighing Instruments		Flat Rate	Flat Rate		74.00	78.00	85.00	7.00	9%	SR
1 - Non-EC - Not exceeding 1 tonne											
2 - Non-EC - 1 tonne to 10 tonne											
3 - Non-EC - Exceeding 10 tonnes											
For above 3 pieces of equipment - VAT to be added unless under the Measuring Instruments (EEC Requirements) Regs 1988											
4 - EC (NAWI) - Not exceeding 1 tonne											
5 - EC (NAWI) - 1 tonne to 10 tonne											
6 - EC (NAWI) - Exceeding 10 tonnes											
When supplying specialist equipment (including but not limited to weighbridge test unit, van and test weights, etc) an additional fee may be charged hourly, daily or per appointment, according to circumstance.											
	f. Measuring Instruments for Intoxicating Liquor		Flat Rate	Flat Rate		74.00	78.00	85.00	7.00	9%	SR
1 - Not exceeding 150ml											
2 - Other											
	g. Measuring Instruments for Liquid Fuel and Lubricants		Flat Rate	Flat Rate		74.00	78.00	85.00	7.00	9%	SR
1 - Container type (unsubdivided)											
2 - Single/multi - outlets (nozzles)											
<ul style="list-style-type: none"> <li>First nozzle tested</li> <li>Each additional nozzle tested</li> </ul>											
3 - Testing of peripheral electronic equipment on a separate visit (per site)											
4 - Testing of credit card acceptor (per unit, regardless of no. of slots/nozzles/pumps)											
VAT to be added, unless under the Measuring Instruments (EEC Requirements) Regs 1988											
	h. Road Tanker Fuel Measuring Equipment (above 100 litres)		Flat Rate	Flat Rate		74.00	78.00	85.00	7.00	9%	SR
1 - Meter measuring systems											
<ul style="list-style-type: none"> <li>Wet hose type with two testing liquids</li> <li>Wet hose type with three testing liquids</li> <li>Dry hose type with two testing liquids</li> <li>Dry hose type with three testing liquids</li> <li>Wet/Dry hose type with two testing liquids</li> <li>Wet/Dry hose type with three testing liquids</li> </ul>											
VAT to be added, unless under the Measuring Instruments (EEC Requirements) Regs 1988											
2 - Dipstick measuring systems											

**Appendix 3  
Trading Standards  
Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2019/20 Charge (£) (inc VAT)	2020/21 Charge (£) (inc VAT)	2021/22 Charge (£) (inc VAT)	2022/23 Charge (£) (inc VAT)	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual %'age Increase 24/25	VAT Code	
	<ul style="list-style-type: none"> <li>Up to 7,600 litres (for calibration of each compartment and production of chart)</li> <li>Any compartment over 7,600 litres (minimum charge ½ hour)</li> <li>Initial dipstick</li> <li>Spare dipstick</li> <li>Replacement dipstick (including examination of compartment)</li> </ul>											
	Certification and Calibration (Sec. 74 Weights and Measures Act 1985)		Flat Rate	Flat Rate			74.00	78.00	85.00	7.00	9%	SR
	<b>In Situ Tests</b> 1 - Cost of provision of testing equipment (minimum charge ½ hour) 2 - Metrology Laboratory Calibration & Tests (minimum charge ½ hour) Note 1 - For supplying a certificate containing results of errors found on testing (Certificate supplied upon request of the submitter; fee applies when no other fee is payable)  Note 2 - An additional charge may be made where officers are requested to work outside normal office hours											
	<b>Hire of Weights</b>											
	1 - Collected and returned to Department by hirer per tonne or part thereof per 24 hours or part thereof	Per tonne per 24 hours	62.52	62.52	72.00	74.00	78.00	85.00	7.00	9%	SR	
	2 - Delivered to and/or collected from site by Department	Per delivery	Charges in (1) above plus 49p per mile + VAT and £33.69/hr + VAT per person	Charges in (1) above plus 49p per mile + VAT and £33.69/hr + VAT per person	Charges in (1) above plus 49p per mile + VAT and £33.69/hr + VAT per person	Charges in (1) above plus 49p per mile + VAT and £33.69/hr + VAT per person	per person	per person	0.00	0%	SR	
	<b>Explosives Act</b>											
	<b>1 Licence to store explosives up to 250kg NEQ</b>											
	1 year	Per licence	185.00	185.00	185.00	189.00	189.00	189.00	0.00	0%	OS	
	2 years	Per licence	243.00	243.00	243.00	248.00	248.00	248.00	0.00	0%	OS	
	3 years	Per licence	304.00	304.00	304.00	311.00	311.00	311.00	0.00	0%	OS	
	4 years	Per licence	374.00	374.00	374.00	382.00	382.00	382.00	0.00	0%	OS	
	5 years	Per licence	423.00	423.00	423.00	432.00	432.00	432.00	0.00	0%	OS	
	<b>2 Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres</b>											
	Renewal of licence 1 year	Per licence	86.00	86.00	88.00	88.00	88.00	88.00	0.00	0%	OS	
	2 years	Per licence	147.00	147.00	150.00	150.00	150.00	150.00	0.00	0%	OS	
	3 years	Per licence	206.00	206.00	211.00	211.00	211.00	211.00	0.00	0%	OS	
	4 years	Per licence	266.00	266.00	272.00	272.00	272.00	272.00	0.00	0%	OS	
	5 years	Per licence	326.00	326.00	326.00	333.00	333.00	333.00	0.00	0%	OS	
	<b>3 Licence to store explosives no minimum separation distance or a 0 metre separation distance</b>											
	Registration in relation to the storage of explosives (1 year)	Per registration	109.00	109.00	189.00	111.00	111.00	111.00	0.00	0%	OS	
	2 years	Per registration	141.00	141.00	248.00	144.00	144.00	144.00	0.00	0%	OS	
	3 years	Per registration	173.00	173.00	311.00	177.00	177.00	177.00	0.00	0%	OS	
	4 years	Per registration	206.00	206.00	382.00	211.00	211.00	211.00	0.00	0%	OS	
	5 years	Per registration	238.00	238.00	432.00	243.00	243.00	243.00	0.00	0%	OS	
	<b>4 Renewal of licence to store explosives where no minimum separation distance or a 0 metre minimum separation distance</b>											
	Renewal 1 year	Per registration	54.00	54.00	111.00	55.00	55.00	55.00	0.00	0%	OS	
	2 years	Per registration	86.00	86.00	144.00	88.00	88.00	88.00	0.00	0%	OS	
	3 years	Per registration	120.00	120.00	177.00	123.00	123.00	123.00	0.00	0%	OS	
	4 years	Per registration	152.00	152.00	211.00	155.00	155.00	155.00	0.00	0%	OS	
	5 years	Per registration	185.00	185.00	243.00	189.00	189.00	189.00	0.00	0%	OS	
	<b>5 - Varying the name of the Licensee of address of site, transfer of licence or registration, replacement of licence or registration, or any other kind of variation</b>											
		Per licence / registration	36.00	36.00	36.00	37.00	37.00	37.00	0.00	0%	OS	
	<b>6 - Annual Licence for supply of adult fireworks</b>											
		Per licence	500.00	500.00	500.00	500.00	500.00	500.00	0.00	0%	OS	

**Appendix 4**  
**Environment Protection**  
**Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2021/22 Charge (£) (inc VAT)	2022/23 Charge (£) (inc VAT)	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	2024/25 Actual %'age Increase	VAT Code
<b>Housing Health &amp; Safety Rating Scheme (HHSRS)</b>									
	<b>Inspection Charge</b>								
	Annual fee plus additional technical inspection costs for recovery of costs when taking enforcement action under the HHSRS scheme		290.00	295.00	310.00	325.00	15.00	5.00%	OS
<b>Houses in Multiple Occupation Licensing</b>									
	<b>HMO Charge</b>								
	Application for a mandatory HMO licence	Per premises	915.00	923.00	960.00	1,000.00	40.00	4%	OS
	Application fee to re-licence a mandatory HMO	Per premises	875.00	883.00	920.00	955.00	35.00	4%	OS
<b>Immigration Inspection Charges</b>									
	<b>Inspection Charge</b>								
	Inspection fee to ensure no overcrowding and suitability of property	Per premises	160.00	163.00	170.00	178.00	8.00	5%	SR
<b>LAPPC Charges - Prescribed by DEFRA</b>									
	<b>Application Fee:</b>								
	Standard process		1,579.00	1,579.00	1,650.00	1,650.00	0.00	0%	OS
	Additional fee for operating without a permit		1,137.00	1,137.00	1,188.00	1,188.00	0.00	0%	OS
	PVR I & Dry Cleaners		148.00	148.00	155.00	155.00	0.00	0%	OS
	PVR I & II combined		246.00	246.00	257.00	257.00	0.00	0%	OS
	VR's & other reduced fee activities		346.00	346.00	362.00	362.00	0.00	0%	OS
	Reduced fee activities: Additional fee for operating without a permit		68.00	68.00	71.00	71.00	0.00	0%	OS
	Mobile screening and crushing plant for the third to seventh applications		1,579.00	1,579.00	1,650.00	1,650.00	0.00	0%	OS
	for the eighth and subsequent applications		943.00	943.00	985.00	985.00	0.00	0%	OS
	Where an application for any of the above is for a combined Part B and waste application, add this extra amount to the above charges		477.00	477.00	498.00	498.00	0.00	0%	OS
			297.00	297.00	310.00	310.00	0.00	0%	OS
<b>Annual Subsistence Charge:</b>									
	Standard process Low		739.00	739.00	772.00	772.00	0.00	0%	OS
	Additional *		99.00	99.00	104.00	104.00	0.00	0%	OS
	Standard process Medium		1,111.00	1,111.00	1,161.00	1,161.00	0.00	0%	OS
	Additional *		149.00	149.00	156.00	156.00	0.00	0%	OS
	Standard process High		1,672.00	1,672.00	1,747.00	1,747.00	0.00	0%	OS
	Additional *		198.00	198.00	207.00	207.00	0.00	0%	OS
	Reduced fee activities Low		76.00	76.00	79.00	79.00	0.00	0%	OS
	Reduced fee activities Medium		151.00	151.00	158.00	158.00	0.00	0%	OS
	Reduced fee activities High		227.00	227.00	237.00	237.00	0.00	0%	OS
	PVR I & II combined Low		108.00	108.00	113.00	113.00	0.00	0%	OS
	PVR I & II combined Medium component **		216.00	216.00	226.00	226.00	0.00	0%	OS
	PVR I & II combined High		326.00	326.00	341.00	341.00	0.00	0%	OS
	Vehicle refinishers Low		218.00	218.00	228.00	228.00	0.00	0%	OS
	Vehicle refinishers Medium		349.00	349.00	365.00	365.00	0.00	0%	OS
	Vehicle refinishers High		524.00	524.00	548.00	548.00	0.00	0%	OS
	Mobile screening and crushing plant, for first and second permits Low		618.00	618.00	626.00	626.00	0.00	0%	OS
	Mobile screening and crushing plant, for first and second permits Medium		989.00	989.00	1,034.00	1,034.00	0.00	0%	OS
	Mobile screening and crushing plant, for first and second permits High		1,485.00	1,485.00	1,551.00	1,551.00	0.00	0%	OS
	for the third to seventh permits Low		368.00	368.00	385.00	385.00	0.00	0%	OS
	for the third to seventh permits Medium		590.00	590.00	617.00	617.00	0.00	0%	OS
	for the third to seventh permits High		884.00	884.00	924.00	924.00	0.00	0%	OS
	eighth and subsequent permits Low		189.00	189.00	198.00	198.00	0.00	0%	OS
	eighth and subsequent permits Medium		302.00	302.00	316.00	316.00	0.00	0%	OS
	eighth and subsequent permits High		453.00	453.00	473.00	473.00	0.00	0%	OS
	The additional amounts must be charged where the invoice remains unpaid after a period of 8 weeks from the issue date		50.00	50.00	52.00	52.00	0.00	0%	OS

**Appendix 4**  
**Environment Protection**  
**Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2021/22 Charge (£) (inc VAT)	2022/23 Charge (£) (inc VAT)	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	2024/25 Actual %'age Increase	VAT Code
	The additional amounts must be charged where a permit is for a combined Part B and waste installation		0.00	0.00	0.00		0.00	0%	OS
	Where a Part B installation is subject to reporting under the E-PRTR Regulation, add this extra amount to the above charges		99.00	99.00	104.00	104.00	0.00	0%	OS
<b>Transfer and Surrender:</b>									
	Standard process transfer		162.00	162.00	169.00	169.00	0.00	0%	OS
	Standard process partial transfer		476.00	476.00	497.00	497.00	0.00	0%	OS
	New operator at low risk reduced fee activity		75.00	75.00	78.00	78.00	0.00	0%	OS
	Surrender: all Part B activities		0.00	0.00	0.00	0.00	0.00	0%	OS
	Reduced fee activities: transfer		0.00	0.00	0.00	0.00	0.00	0%	OS
	Reduced fee activities: partial transfer		45.00	45.00	47.00	47.00	0.00	0%	OS
<b>Temporary transfer for mobiles:</b>									
	First transfer		51.00	51.00	53.00	53.00	0.00	0%	OS
	Repeat transfer		0.00	0.00	0.00	0.00	0.00	0%	OS
	Repeat following enforcement or warning		51.00	51.00	53.00	53.00	0.00	0%	OS
<b>Substantial Change:</b>									
	Standard process		1,005.00	1,005.00	1,050.00	1,050.00	0.00	0%	OS
	Standard process where the substantial change results in a new PPC activity		1,579.00	1,579.00	1,650.00	1,650.00	0.00	0%	OS
	Reduced fee activities		98.00	98.00	102.00	102.00	0.00	0%	OS
<b>LAPPC Mobile Plant changes</b>									
<b>Application Fee:</b>									
	1 permit	Per application	1,579.00	1,579.00	1,650.00	1,650.00	0.00	0%	OS
	2 permits	Per application	1,579.00	1,579.00	1,650.00	1,650.00	0.00	0%	OS
	3 permits	Per application	943.00	943.00	985.00	985.00	0.00	0%	OS
	4 permits	Per application	943.00	943.00	985.00	985.00	0.00	0%	OS
	5 permits	Per application	943.00	943.00	985.00	985.00	0.00	0%	OS
	6 permits	Per application	943.00	943.00	985.00	985.00	0.00	0%	OS
	7 permits	Per application	943.00	943.00	985.00	985.00	0.00	0%	OS
	8+ permits	Per application	477.00	477.00	498.00	498.00	0.00	0%	OS
<b>Subsistence Fee (Low):</b>									
	1 permit	Per application	618.00	618.00	626.00	626.00	0.00	0%	OS
	2 permits	Per application	618.00	618.00	626.00	626.00	0.00	0%	OS
	3 permits	Per application	368.00	368.00	385.00	385.00	0.00	0%	OS
	4 permits	Per application	368.00	368.00	385.00	385.00	0.00	0%	OS
	5 permits	Per application	368.00	368.00	385.00	385.00	0.00	0%	OS
	6 permits	Per application	368.00	368.00	385.00	385.00	0.00	0%	OS
	7 permits	Per application	368.00	368.00	385.00	385.00	0.00	0%	OS
	8+ permits	Per application	189.00	189.00	198.00	198.00	0.00	0%	OS
<b>Subsistence Fee (Medium):</b>									
	1 permit	Per application	989.00	989.00	1,034.00	1,034.00	0.00	0%	OS
	2 permits	Per application	989.00	989.00	1,034.00	1,034.00	0.00	0%	OS
	3 permits	Per application	590.00	590.00	617.00	617.00	0.00	0%	OS
	4 permits	Per application	590.00	590.00	617.00	617.00	0.00	0%	OS
	5 permits	Per application	590.00	590.00	617.00	617.00	0.00	0%	OS
	6 permits	Per application	590.00	590.00	617.00	617.00	0.00	0%	OS
	7 permits	Per application	590.00	590.00	617.00	617.00	0.00	0%	OS
	8+ permits	Per application	302.00	302.00	316.00	316.00	0.00	0%	OS
<b>Subsistence Fee (High):</b>									
	1 permit	Per application	1,484.00	1,484.00	1,506.00	1,506.00	0.00	0%	OS
	2 permits	Per application	1,484.00	1,484.00	1,506.00	1,506.00	0.00	0%	OS
	3 permits	Per application	884.00	884.00	924.00	924.00	0.00	0%	OS
	4 permits	Per application	884.00	884.00	924.00	924.00	0.00	0%	OS
	5 permits	Per application	884.00	884.00	924.00	924.00	0.00	0%	OS
	6 permits	Per application	884.00	884.00	924.00	924.00	0.00	0%	OS
	7 permits	Per application	884.00	884.00	924.00	924.00	0.00	0%	OS
	8+ permits	Per application	453.00	453.00	473.00	473.00	0.00	0%	OS
<b>LA -IPPC Charges</b>									
	Standard Application	Per application	3,218.00	3,218.00	3,363.00	3,363.00	0.00	0%	OS
	Additional fee for operating without a permit	Per application	1,137.00	1,137.00	1,188.00	1,188.00	0.00	0%	OS

**Appendix 4  
Environment Protection  
Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2021/22 Charge (£) (inc VAT)	2022/23 Charge (£) (inc VAT)	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	2024/25 Actual %'age Increase	VAT Code
	Annual Subsistence Low	Per application	1,384.00	1,384.00	1,446.00	1,446.00	0.00	0%	OS
	Annual Subsistence Medium	Per application	1,541.00	1,541.00	1,610.00	1,610.00	0.00	0%	OS
	Annual Subsistence High	Per application	2,233.00	2,233.00	2,333.00	2,333.00	0.00	0%	OS
	Variation	Per application	1,309.00	1,309.00	1,368.00	1,368.00	0.00	0%	OS
	Substantial Variation (where 9 (2) (a) or 9 (2) (b) of the scheme applies)				3,363.00	3,363.00	0.00		
	Transfer	Per application	225.00	225.00	235.00	235.00	0.00	0%	OS
	Partial transfer	Per application	668.00	668.00	698.00	698.00	0.00	0%	OS
	Surrender	Per application	668.00	668.00	698.00	698.00	0.00	0%	OS
	Late Payment Fee	Per application	50.00	50.00	52.00	52.00	0.00	0%	OS

**Key**

Subsistence charges can be paid in four equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by **£38**.

Reduced Fee Activities' are described in the Schedule to The Local Authority Permits for Part B installations and Mobile Plant and Solvent Emission Activities (Fees & charges) (England) Scheme 2017

**Newspaper Advertisements**

Newspaper adverts may be required under EPR at the discretion of the LA as part of the consultation process when considering an application (see Chapter 9 of the General Guidance Manual). This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to recoup its costs.

**Dwelling Inspection Charges**

Inspection Charge									
	Dwelling inspection charge for the purposes of issuing an Energy Performance Certificate	Per dwelling	0.00	0.00		0.00	0.00	0%	SR

**Works in Default Charges**

Charge Band (Invoice amount before VAT)									
A	<£100		100.00	100.00	105.00	110.00	5.00	5%	OS
B	£101 to £999		170.00	170.00	178.00	187.00	9.00	5%	OS
C	£1,000 to £4,999		250.00	250.00	262.00	275.00	13.00	5%	OS
D	£5,000 to £19,999		1,000.00	1,000.00	1,050.00	1,100.00	50.00	5%	OS
E	>£20,000		2,000.00	2,000.00	2,100.00	2,200.00	100.00	5%	OS

**Environmental Search Charge**

Inspection Charge									
	Environmental Search Per Property or Search Site		60.00	99.00	104.00	105.00	1.00	1%	OS
	Additional Charges Depending on Length and Extent of Search to Agree with Client		TBA	TBA	TBA	TBA	0.00	0%	OS

**Durham Student Assured Housing Scheme**

Inspection Charge									
	For a Licensed HMO to be Accredited		35.00	40.00	45.00	45.00	0.00	0%	OS
	For a Non-Licensed HMO to be Accredited		185.00	190.00	200.00	200.00	0.00	0%	OS

Fees shown above are not subject to VAT unless indicated as the work is a statutory monopoly of the local authority and qualifies as a "non business" activity. VAT will be applied where appropriate.



**Appendix 5  
Health Protection  
Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2020/21 Charge (£) (inc VAT)	2021/22 Charge (£) (inc VAT)	2022/23 Charge (£) (inc VAT)	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual %'age Increase	VAT Code
<b>Private Water Supplies - Charges for Testing</b>										
	Risk assessment	Per hour - 22/23 onwards	500.00	500.00	52.63	relevant hourly rate of officer	57.00	0.00	0%	SR
	Sampling	Per visit	100.00	100.00	100.00	100.00	100.00	0.00	0%	SR
	Investigation	Per investigation	100.00	100.00	100.00	100.00	100.00	0.00	0%	SR
	Granting an authorisation	Per authorisation	100.00	100.00	100.00	100.00	100.00	0.00	0%	SR
<b>Analysing a sample:</b>										
	Taken under Regulation 10	Per sample	25.00	25.00	£25 (plus sampling costs)	Up to £30(plus sampling costs)	Up to £30(plus sampling costs)	0.00	0%	SR
	Taken during check monitoring	Per sample	100.00	100.00	Up to £80 (plus sampling costs)	Up to £100 (plus sampling costs)	Up to £100 (plus sampling costs)	0.00	0%	SR
	Taken during audit monitoring	*Per sample (based on number of parameters being tested for)	up to 500.00*	up to 500.00*	Up to £300 (plus sampling costs)	Up to £340 (plus sampling costs)	Up to £340 (plus sampling costs)	0.00	0%	SR
*Additional charges may be applicable where further parameters require to be tested. This will be charged at appropriate hourly rates, and costs charged by laboratory services.										
<b>Agriculture Licences - Feed Premises</b>										
<b>*Set within the legislation</b>										
	Manufacture only, or manufacture and placing on the market, of feed additives referred to in Article 10(1)(a) of Regulation 183/2005 other than those specified in regulation 2(3), or of premixtures of such additives	Per licence	451.00	451.00	451.00	451.00	451.00	0.00	0%	OS
	Placing on the market of feed additives referred to in Article 10(1)(a) of Regulation 183/2005 other than those specified in regulation 2(3), or premixtures of such additives	Per licence	226.00	226.00	226.00	226.00	226.00	0.00	0%	OS
<b>Food Hygiene Rating System</b>										
	Request to have re-score carried out	Per re-score	170.00	170.00	172.00	176.00	178.00	2.00	1%	
<b>Ship Sanitation Certificates</b>										
<b>*Set by Association of Port Health Authorities.</b>										
	Gross Tonnage	Up to 1,000	100.00	105.00	110.00	125.00	125.00	0.00	0%	OS
	Gross Tonnage	Up to 1,001-3,000	135.00	140.00	150.00	170.00	170.00	0.00	0%	OS
	Gross Tonnage	3,001-10,000	205.00	210.00	220.00	250.00	250.00	0.00	0%	OS
	Gross Tonnage	10,001-20,000	265.00	270.00	285.00	325.00	325.00	0.00	0%	OS
	Gross Tonnage	20,001-30,000	340.00	345.00	365.00	415.00	415.00	0.00	0%	OS
	Gross Tonnage	Over 30,000	400.00	405.00	425.00	480.00	480.00	0.00	0%	OS
	Vessels with the capacity to carry between 50 and 1,000 persons	Per vessel	400.00	405.00	425.00	480.00	480.00	0.00	0%	OS
	Vessels with the capacity to carry more than 1,000 persons	Per vessel	680.00	690.00	725.00	820.00	820.00	0.00	0%	OS
	Extensions	Per vessel	70.00	75.00	80.00	95.00	95.00	0.00	0%	OS
<b>Export Certification for Foodstuffs</b>										
	Declaration that food is fit for human consumption or meets a specified standard *	Per inspection	90.00	90.00	92.00	96.00	100.00	4.00	4%	OS
	Declaration regarding legislative compliance or originating premises *	Per inspection	90.00	90.00	92.00	96.00	100.00	4.00	4%	OS
	Certification of visual examination of food products *	Per inspection	90.00	90.00	92.00	96.00	100.00	4.00	4%	OS
* Officer time at relevant hourly rate and travel costs will be added when a site visit is required.										
<b>Animal Welfare Licences- reviewed and updated in-year following introduction of new legislation in 2018</b>										
<b>Licence Fees - New applications</b>										
	*Hiring out Horses	Per licence	185.00	185.00	187.00	195.00	275.00	80.00	41%	OS
	*Pet Vending	Per licence	300.00	300.00	303.00	315.00	375.00	60.00	19%	OS
	*Exhibiting Animals	Per licence (issued for 3 year period)	300.00	300.00	303.00	315.00	335.00	20.00	6%	OS
	Animal Boarding - Kennel	Per licence	290.00	290.00	293.00	305.00	375.00	70.00	23%	OS
	* Home Animal Boarding	Per licence	290.00	290.00	293.00	305.00	335.00	30.00	10%	OS
	(1)Additional"host"boarding premises used in association with the primary licenced establishment.	Per licence	55.00	55.00	56.00	59.00	65.00	6.00	10%	OS
	*Dog Breeding	Per licence	300.00	300.00	303.00	315.00	375.00	60.00	19%	OS
	*Zoo	Per licence	775.00	775.00	780.00	820.00	850.00	30.00	4%	OS

**Appendix 5  
Health Protection  
Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2020/21 Charge (£) (inc VAT)	2021/22 Charge (£) (inc VAT)	2022/23 Charge (£) (inc VAT)	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£) (inc VAT)	Actual Increase (£)	Actual %'age Increase	VAT Code
	*Greyhound Stadium	Per licence	140.00	140.00	142.00	150.00	160.00	10.00	7%	OS
	*Dangerous Wild Animals	Per Licence	152.00	152.00	154.00	160.00	170.00	10.00	6%	OS
	Re-issue of any of the above within licence period due to material	Per licence	25.00	25.00	25.00	27.00	30.00	3.00	11%	OS
<b>*Any additional visits to confirm compliance will be charged at the relevant officer hourly rate, in addition to licensing fee</b>										
<b>Licence Fees - Renewals</b>										
	*Hiring out Horses	Per licence	158.00	158.00	160.00	166.00	210.00	44.00	27%	OS
	*Pet Vending	Per licence	235.00	235.00	237.00	245.00	275.00	30.00	12%	OS
	*Exhibiting Animals	Per licence ( issued for 3 year period)	235.00	235.00	237.00	245.00	265.00	20.00	8%	OS
	Animal Boarding - Kennel		235.00	235.00	237.00	245.00	295.00	50.00	20%	
	*Animal Boarding	Per licence	235.00	235.00	237.00	245.00	275.00	30.00	12%	OS
	(1)Additional boarding premises used in association with the primary licensed establishment.	Per licence	55.00	55.00	56.00	59.00	65.00	6.00	10%	OS
	*Dog Breeding Establishments	Per licence	275.00	275.00	278.00	285.00	310.00	25.00	9%	OS
	*Zoo	Per licence	680.00	680.00	685.00	720.00	770.00	50.00	7%	OS
	*Greyhound Stadium	Per licence	135.00	135.00	137.00	144.00	160.00	16.00	11%	OS
	*Dangerous Wild Animals	Per licence	105.00	105.00	107.00	112.00	120.00	8.00	7%	OS
	Re-issue of any of the above within licence period due to material	Per licence	25.00	25.00	25.00	27.00	30.00	3.00	11%	OS
<b>*Any additional visits to confirm compliance will be charged at the relevant officer hourly rate, in addition to licensing fee</b>										
<b>Application for re-score - Animal Welfare Licensing Scheme</b>										
	Request to carry out re-score inspection	Per re-score	153.00	155.00	157.00	162.00	175.00	13.00	8%	OS
<b>Cosmetic Treatment Registrations</b>										
<b>Tattooing / Cosmetic Treatments Establishments:</b>										
	Premises	Per registration	180.00	183.00	185.00	190.00	200.00	10.00	5%	OS
	Personal Operator	Per registration	56.00	58.00	60.00	63.00	66.00	3.00	5%	OS
	Additional treatment (s) requests requiring compliance visit.	Per registration variation	90.00	93.00	95.00	100.00	105.00	5.00	5%	OS
	Duplicate certificates	Per certificate	25.00	25.00	25.00	27.00	28.00	1.00	4%	OS
<b>Petroleum Storage Certificates / Licences</b>										
<b>The</b>										
<b>Health and Safety and Nuclear (Fees) Regulations 2016</b>										
<b>Fee payable in respect of applications for the granting and transfer of Petroleum Storage Certificates / Licences</b>										
	Certificate/licence to keep petroleum spirit of a quantity not exceeding 2,500 litres	Per site/per year	44.00	44.00	45.00	45.00	45.00	0.00	0%	OS
	Certificate/licence to keep petroleum spirit of a quantity exceeding 2,500 litres but not exceeding 50,000 litres	Per site/per year	60.00	60.00	61.00	61.00	61.00	0.00	0%	OS
	Certificate/Licence to keep petroleum spirit of a quantity exceeding 50,000 litres	Per site/per year	125.00	125.00	128.00	128.00	128.00	0.00	0%	OS
	Transfer of petroleum storage certificate/Licence	Per site/per year	8.00	25.00	25.00	28.00	28.00	0.00	0%	OS
	Petroleum Site Environmental Surveys and Reports	Per Report	150.00	150.00	99.00	105.00	105.00	0.00	0%	SR
	Duplicate certificates	Per certificate	25.00	25.00	25.00	27.00	27.00	0.00	0%	
<b>Mobile Home Fees Structure</b>										
<b>Initial Application Fee for new sites from 1st November 2014:</b>										
	Up to 10 units	Per site	224.00	227.00	230.00	240.00	252.00	12.00	5%	OS
	11-30 units	Per site	282.00	285.00	288.00	300.00	315.00	15.00	5%	OS
	31-50 units	Per site	385.00	388.00	400.00	420.00	440.00	20.00	5%	OS
	51 units and above	Per site	490.00	495.00	500.00	525.00	550.00	25.00	5%	OS
<b>Annual Licence Fee:</b>										
	Up to 10 units	Per site	156.00	159.00	162.00	168.00	177.00	9.00	5%	OS
	11-30 units	Per site	215.00	219.00	222.00	230.00	242.00	12.00	5%	OS
	31-50 units	Per site	322.00	325.00	328.00	340.00	358.00	18.00	5%	OS
	51 units and above	Per site	430.00	435.00	440.00	455.00	480.00	25.00	5%	OS
	Deposition of Site Rules - All sites	Per site	58.00	60.00	60.00	62.00	65.00	3.00	5%	OS
	Application to change, of up to 2 conditions / rules (All sites)	Per site	75.00	78.00	78.00	80.00	84.00	4.00	5%	OS
	Amendment of 2 or more conditions (involving site visits) - All sites	Per site	130.00	133.00	133.00	140.00	147.00	7.00	5%	OS
	Application to transfer a site licence - All sites	Per site	55.00	58.00	60.00	65.00	68.00	3.00	5%	OS
	Enforcement Costs - All sites	At officer hourly rates, on a case by case basis	At officer hourly rates, on a case by case basis	At officer hourly rates, on a case by case basis	At officer hourly rates, on a case by case basis	At officer hourly rates, on a case by case basis	At officer hourly rates, on a case by case basis	0.00	0%	OS

**Appendix 6**  
**Community Protection - Other**  
**Proposed Fees and Charges 2024/25**

Product Group	Product Description	Method of Charging	2023/24 Charge (£) (inc VAT)	2024/25 Charge (£)	2024/25 Actual Increase (£)	2024/25 Actual %'age Increase	VAT Code
<b>General Charging for Non-Specified Activities</b>							
	Hourly rate for activities not specifically listed elsewhere	Per Hour		Not to exceed £80 per hour			
<b>Better Business for All (BBFA) Chargeable Services</b>							
<b>Business regulatory advice covering relevant services delivered across Community (including start-up advice for new businesses)</b>							
	Pay as you go (PAYG)	Per Hour	85.00	85.00	0.00	0%	SR
<b>Bespoke advice to meet specific business needs (including business visits)'</b>							
	Pay as you go (PAYG)	Per Hour	85.00	85.00	0.00	0%	SR
<b>Business Regulatory compliance audit, providing written and verbal advice outlining action to be taken to secure compliance with regulations and to identify potential areas for improvement, business development needs and how to achieve best practice</b>							
	Pay as you go (PAYG)	Per Hour	85.00	85.00	0.00	0%	SR
	Licensing Direct	Per Hour	85.00	85.00	0.00	0%	SR
	Gain or Retain 5 (Standard two hour visit plus written report)*	Per visit & report*	200.00	300.00	100.00	50%	Exempt
<b>*Large and/or complex businesses may be subject to additional charges based on the relevant hourly rate.</b>							
	Environmental Health Bite Size Advice		48.00	65.00	17.00	35%	Exempt
	Trading Standards Assured		200.00	300.00	100.00	50%	SR
	Trading Standards Bite Sized		48.00	65.00	17.00	35%	Exempt
<b>Sampling services - examination, analysis and testing services for products and food, Analyst certificates and written report</b>							
	Pay as you go (PAYG)	Per Hour	85.00	90.00	5.00	6%	SR
<b>Additional chargeable services</b>							
	Safer Food Better Business for Caterers (SFBB Food Safety Management system) packs	SFBB pack - inc post & packaging	22.00	25.00	3.00	14%	Exempt
	Safer Food Better Business for Caterers (SFBB) diary refills	SFBB Diary refill inc post & packaging	10.00	15.00	5.00	50%	Exempt
	Bite Size Guides		22.00	25.00	3.00	14%	Exempt
	Community Talks, Presentations and Training	Per Hour	85.00	85.00	0.00	0%	SR
<b>Primary Authority</b>							
<b>Statutory Partnership, issue of 'assured' advice, development of an inspection plan and co-ordination of enquiries from other LA's, available to all businesses including pre-start up's</b>							
	Pay as you go (PAYG)	Per Hour	85.00	90.00	5.00	6%	Exempt

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