

EAST RENFREWSHIRE COUNCIL**CABINET****5 December 2024****Report by Head of Finance (Chief Financial Officer)****SUMMARY OF DEPARTMENTAL CHARGING PROPOSALS FOR 2025/26****PURPOSE OF REPORT**

1. To advise Cabinet of the proposals for the revised charges for services as calculated by each department.

RECOMMENDATIONS

2. It is recommended that members:
 - note the three options proposed for Early Learning and Childcare Add-On charges and that proposal A is recommended; and
 - approve all proposed increases to charges and new charges.

BACKGROUND AND REPORT

3. Each year, as part of the budget process, departments review the charges they make for service provision, including an assessment of services where there is currently no charge being made.
4. An in-depth review of each charge is only required on a rolling three-year basis. This entails full benchmarking, review of the level of cost recovery, etc. Departments are, however, expected to ensure that critical and high profile charges are reviewed in as much depth as can be achieved in any one year.
5. All departments have taken a principles-based approach in determining the proposed changes to fees and charges. These principles are as follows:
 - all statutory charges will be updated according to advised rates;
 - where the charge is not statutory, and the Council is currently achieving full cost recovery on the services, the charge will be increased by the rate of inflation;
 - where the charge is not statutory and the Council is not achieving cost recovery, the service would look to increase the charge, seeking a greater proportion of cost recovery, and
 - charges under £50 will be rounded up to the nearest 10p, charges of between £50 and £100 will be rounded up to the next 50p and charges of £100 and over will be rounded up to the nearest £1.
6. The anticipated inflation rate for 2025/26 is provided by the Council's treasury advisors and for the current exercise the inflation rate used is 2.3%, based on the estimated position at the beginning of the financial year. This is calculated using the average of forecasts provided from Capital Economics, Bank of England and HM Treasury.
7. Detailed departmental proposals are set out in the attached Appendices.

FINANCE AND EFFICIENCY

8. The impact of the proposed fees and charges will be taken into account in the preparation of the revenue budget for 2025/26.

PARTNERSHIP WORKING

9. This report has been prepared in partnership with service departments across the Council.

IMPLICATIONS OF THE RECOMMENDATIONS

10. A summary of the implications of the attached appendices is as follows:

EDUCATION (Appendix 1)

11. The proposal for the charge for school meals for those who choose to purchase additional Early Learning and Childcare (ELC) above the statutory entitlement is an increase from £3.40 to £3.50. For both Primary and Secondary Schools, the proposal is to increase charges by approximately 4%, which represents a 10p increase to £2.60 and £2.80 respectively, increasing cost recovery from 65% to 70%.
12. Three proposals have been made for Early Learning and Childcare Add-Ons to enable a 52% increase over a three year period. Charges will increase from between £3.55 and £5.20, to between £4.20 to £6.10, depending on age and recognizing differing staffing ratios required. Illustrative case studies of the impact of the charges have been provided. A phased approach is recommended to allow monitoring of the impact on uptake/income levels.
13. There are also proposed inflationary increases of 2.3% recommended in respect of charges for Membership of Choral Groups and Singing, Games and Rhymes. It is proposed to retain sibling discounts.
14. Charges for School Transport are proposed to be increased by inflation (2.3%).
15. Following approval of a separate Cabinet report (November 2024), charges for the new Isobel Mair Out of School Care provision will increase by inflation from August 2025.
16. Charges for pupils from outwith the Council area attending Isobel Mair or other specialist additional support needs provision will continue to be based on the outturn position for the previous year, uplifted by inflation. However, given the uncertainty around pupil numbers, the budget for this will not be adjusted.
17. It is anticipated that the increase in charges for the Education Department, will generate additional income of £147,600 in 2025/26, and further additional income of £47,700 in 2026/27, given the proposed increases would take effect from August 2025.

HEALTH AND SOCIAL CARE PARTNERSHIP

18. Whilst the IJB will consider all charging proposals relating to the HSCP, the Council has the statutory duty to set the charges under the current legislation.
19. In addition to the increases in existing charges, the HSCP is proposing a new charge for non-residential social care. There has therefore been a period of engagement on this new charge, with in-person and online events held on 22 and 23 October. Additional engagement events are planned for 25 November. The HSCP proposals are set out in a separate report.

ENVIRONMENT (Appendix 2)

20. The Environment Department proposes to increase most charges by 2.3%, in line with inflation. Some charges, however, have proposed increases substantially in excess of inflation in order to increase the percentage of costs recovered.

21. New Charges are also proposed for Short Term lets – Provisional Licence for New Build and Short terms lets – Transfer of License fee: these charges arise through The Civic Government (Scotland) Act 1982 (Licensing of Short-term Lets) Amendment Order 2024. The order required that the Council introduced a new provisional licence and fees for new build short term lets. In setting the charge for 2025/26 consistency has been applied with the charges for the Secondary Let Licence, as the application requirements are the same; but with the requirement for the submission of a provisional planning certificate.
22. It is anticipated that the increase in charges will generate additional income of £51,700 in 2025/26.

BUSINESS OPERATIONS & PARTNERSHIPS (Appendix 3)

23. Statutory fees for Registration Services are set by National Records of Scotland in November each year. The Department of Business Operations & Partnerships proposes to increase all non-statutory fees and charges by 5% in 2025/26, in line with benchmarked authorities, whilst remaining cost competitive with neighbouring authorities. These charges are expected to increase income by £2,800 in 2025/26.
24. With regards to the administration charge for the Duke of Edinburgh scheme, there is no planned increase to the current charges.

CHIEF EXECUTIVE'S OFFICE (Appendix 4)

25. The Chief Executive's Office propose an inflationary increase of 2.3% to charges relating to licensing, with the exception of those charges relating to Taxi Licence fees where no increases are recommended.
26. The Licensing committee have recommended waiver of Wheelchair Access Vehicle (WAV) fees for a trial period of 18 months to encourage an increase in availability of wheelchair access vehicles for the benefit of the local disabled population.
27. With regards to the Public Entertainment licences for commercial events the proposal is to increase charges substantially by between 240% and 300% to be more inline with those charged by neighbouring authorities.
28. It is anticipated that the proposed increases will generate an estimated additional income of £300 in 2025/26 and will enable the overall costs of providing this service to be covered in line with the Civic Government legislation.

CONCLUSION

29. All service areas have undertaken a review of charges for services in respect of 2025/26 and proposed charges are attached. The total increase in income that will be generated by departments, excluding HSCP, is estimated to be £202,400 as a result of these reviews.

RECOMMENDATIONS

30. It is recommended that members:
- note the three options proposed for Early Learning and Childcare Add-On charges and that proposal A is recommended; and
 - approve all proposed increases to charges and new charges.

REPORT AUTHOR

Head of Finance

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Kirsty Stanners

Chief Accountant - Barbara Clark Tel. 0141 577 3068
Barbara.Clark@eastrenfrewshire.gov.uk

mailto:Tony.buchanan@eastrenfrewshire.gov.uk
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CHARGING FOR SERVICES EDUCATION 2025/2026**Appendix 1**

Departmental Service	Current Charge	Recommended Charge	Recovery Policy	Percentage of costs recovered	Date of last in-depth review	Additional information
School meals and ELC food provision	Early Years – £3.40 Primary – £2.50 Secondary - £2.70	Early Years – £3.50 Primary – £2.60 Secondary - £2.80	Charge to recover full costs for early years provision given charge relates to sessions in addition to statutory entitlement Charge to recover part costs for primary and secondary school meals given links to local and national policy priorities	100% for early years Approx. 70% of costs for school meals (average across primary and secondary)	2024/25	For primary and secondary meals, proposed (approx. 4%) increase would see average cost recovery increase from 65% to 70%. Current national benchmarking data:- National average primary meal - £2.32 with 21 LAs charging less than ERC. National average secondary meal - £2.59 with 20 LAs charging less than ERC. Generally individual secondary menu items cheaper than local alternatives albeit supermarket 'meal deals' include (sugary) drinks whilst ERC meal deals only include water (to comply with nutritional guidance). Risk price increase in secondary sector particularly will reduce uptake/income levels achieved/increase levels of debt and potential for young people to opt for other less healthy options if price differential reduces.
Add-On ELC Sessions	3-5 year olds - £3.55 (equivalent hourly rate)	3-5 year olds - £4.20 (equivalent hourly rate)	3-5 yr olds : Charge to support delivery of council services	N/A for 3-5 yr olds as no additional direct costs (service availability subject to staffing capacity at each centre)	2024/25 (direct costs)	See Annex 1 for further details around charging options and case study examples. Proposed increase (Proposal A in annex 1) would see charges increased by approx. 17.3% (inflation plus 15%) for 2025/26 as part of 3-year plan to significantly increase percentage direct cost recovery ERC current charges remain amongst the lowest compared to other local authorities/childcare providers. Most providers charge £5 - £6 per hour but charges for 0-2 year olds vary widely and often significantly higher.

Departmental Service	Current Charge	Recommended Charge	Recovery Policy	Percentage of costs recovered	Date of last in-depth review	Additional information
	2 year olds - £4.40 (equivalent hourly rate) 0-2 year olds - £5.20 (equivalent hourly rate)	2 year olds - £5.20 (equivalent hourly rate) 0-2 year olds - £6.10 (equivalent hourly rate)	2 yr olds :- Charge to recover part costs 0-2 yr olds :- Charge to recover part costs	66% of direct costs 53% of direct costs		Concession applies to siblings accessing the service.
Instrumental Music Service	No charge for instrumental music per Scottish Government policy commitment Membership of choral groups : £90 Singing, Games and Rhymes (P2 & P3): £150 per year	No charge for instrumental music per Scottish Government policy commitment Membership of choral groups : £92 Singing, Games and Rhymes (P2 & P3): £153 per year	Charge to support delivery of council services	100%	2024/25	Concessions apply to siblings accessing the services. Given unique nature of services provided, particularly re Singing, Games and Rhymes no current benchmarking information available.

Departmental Service	Current Charge	Recommended Charge	Recovery Policy	Percentage of costs recovered	Date of last in-depth review	Additional information
Provision for Pupils with Additional Support Needs who reside outwith the authority	Annual charge per full time place :- Primary Communication Centres and The Den £28,817; Williamwood Communication Support Service £20,637; Isobel Mair School £34,480 Isobel Mair Family Centre £33,918; PSADU provision £13,871	Revised charge to be set for 2025/2026 following consideration of 2024/2025 outturn.	Charge to recover full costs	100%	Costs updated annually	
School Transport – Privilege Place	£3.10 per day, £1.55 per single journey	£3.20 per day, £1.60 per single journey	Charge to support delivery of council services	100%	2024/25	Some LAs have already stopped charging. Of those still charging, fee is around £2 per day.
Isobel Mair Out of School Care (OSC) Provision	£22.50 per session*	£23 per session	Charge to recover part costs with balance of funding to come from £60k ASN PB budget established by Council in March 2023	66%	2024/25	*Reflects revised rate approved by Cabinet on 7 November 2024 as part of new service to be established at Isobel Mair School later in this academic session.

Additional £147,600 of income is projected for 2025/26 and a further £47,700 in 2026/27 given proposed increases would take effect from August 2025.

Annex 1

Proposal A - 2025/26 proposed charge as reflected in table

Phased approach over 3 years with overall percentage increase evenly spread over the period. As with Proposal B, increases for years 2 and 3 would be subject to review via the annual charging for services exercise.

This would see the subsidy for 2 year olds provision reduce to 13%, and for 0-2 year olds provision it would reduce to 30% (based on current costs/staffing models) by the end of the three-year period.

This proposal would reduce the potential for income loss due to sharp increases in charges. A more evenly spread increase would enable families greater time to plan for future increases, enabling them to budget and would allow the department to monitor the impact of the significant price increase on demand/uptake.

Age group	2024/25 (Current)	2025/26 (% change)	2026/27 (% change)	2027/28 (% change)	Total Increase Proposed from 2024/25 to 2027/28
0-2	£5.20	£6.10 (17.3%)	£7.10 (16%)	£7.90 (12%)	52% increase
2	£4.40	£5.20 (17.3%)	£6.00 (16%)	£6.70 (12%)	52% increase
3-5	£3.55	£4.20 (17.3%)	£4.80 (16%)	£5.40 (12%)	52% increase

Proposal B

Phased approach over three-year period but with steep increase of 30% in Year 1 (2025/26). 30% increase would take the charge for 3-5 year olds back to 2016 levels when a universal hourly rate of £4.60 applied for wraparound. For consistency, the same percentage uplift is proposed for all current rates. As with Proposal A, increases for years 2 and 3 would be subject to review via the annual charging for services exercise, and a phased approach allows the department to monitor impact on demand and gives families greater time to plan for further increases.

As with alternative proposals, this would see the subsidy for 2 year olds' provision reduce to 13%, and for 0-2 year olds' provision, it would reduce to 30% (based on current costs/staffing models) by the end of the three-year period.

Age group	2024/25 (Current)	2025/26 (% change)	2026/27 (% change)	2027/28 (% change)	Total Increase Proposed from 2024/25 to 2027/28
0-2	£5.20	£6.80 (30%)	£7.40 (10%)	£7.90 (7%)	52% increase
2	£4.40	£5.70 (30%)	£6.25 (10%)	£6.70 (7%)	52% increase
3-5	£3.55	£4.60 (30%)	£5.05 (10%)	£5.40 (7%)	52% increase

Proposal C

Rather than a phased increase over a three-year period, this option would see a 52% increase applied from August 2025. There are likely significant risks around uptake and therefore achievement of income levels with implementing this proposal. This would also raise charges above many local providers, making Council provision less competitive, again impacting on potential income levels.

As with Proposal A, this proposal would see the subsidy for 2 year olds' provision reduce to 13% and for 0-2 year olds' provision it would reduce to 30% (based on current costs/staffing models). Under this option this would be achieved from August 2025.

Age	2024/25 (Current)	2025/26 (% change)
0-2	£5.20	£7.90 (52%)
2	£4.40	£6.70 (52%)
3-5	£3.55	£5.40 (52%)

Case Studies

Child A, age 4, currently attends Glenwood Family Centre on a full-time model – with their family supplementing their entitlement to 1,140 hours per year with an additional 1,260 hours across the year, enabling them to attend nursery from 8am – 6pm, 5 days per week to support their parents working full time jobs. At present, the family are billed £344 per 4-week period.

Under proposal A, in 2025/26 this would be £407 per 4-week period, an increase of £63 per 4-week period/£819 per year.

Under proposal B in 2025/26, this would increase to £446 per 4-week period, an increase of £102 per 4-week period/£1,323 year.

Under proposal C in 2025/26, this would increase to £523 per 4-week period, an increase of £179 per 4-week period/£2,331 per year.

Child B, age 2, attends McCready Family Centre 5 mornings per week, a total of 23hrs and 45 minutes across the week. At the moment, the parent pays £418 per 4-week period.

Under proposal A, in 2025/26 this would be £494 per 4-week period, an increase of £76 per 4-week period/£988 per year.

Under proposal B in 2025/26, this would increase to £542 per 4-week period, an increase of £124 per 4-week period/£1,606 per year.

Under proposal C in 2025/26, this would increase to £637, an increase of £219 per 4-week period/£2,841 per year.

Family C have their two children Child D (1 year old) and Child E (4 years old) attending Arthurlie Family Centre. Child E has an entitlement to 1,140 hours and attends 2 and half days per week. To support the parent's work, the family have been able to buy an additional half day so that Child E can attend for 3 full days. The parent has been able to get Child D in on the same pattern in the family centre's 0-2 year old room. At the moment, the parent pays £695 per 4-week period for both children to attend.

Under proposal A in 2025/26, this would increase to £816 per 4-week period, an increase of £121 per 4-week period/£1,573 per year

Under proposal B in 2025/26, this would increase to £908 per 4-week period, an increase of £213 per 4-week period/£2,769 per year.

Under proposal C in 2025/26, this would increase to £1,056 per 4-week period, an increase of £361 4-week period/£4,693 per year.

CHARGING FOR SERVICES ENVIRONMENT 2025/2026

Appendix 2

SECTION 1 – PROPOSED NEW FEES AND CHARGES (to be applied from 5/12/24)

Department	Service Provision	Departmental Service	Recommended Charge
Environment	Housing	Short Term Lets - Provisional Licence for New Build	£595 for up to 2 bedrooms £50.00 Per additional bedroom
Environment	Housing	Short Term Lets - Transfer of Licence Fee	£143

SECTION 2 – NON-STATUTORY FEES

Service Provision	Departmental Service	Current Charge	Recommended Charge	Recovery Policy	Percentage of Costs recovered	Date of last in-depth review
Environmental Health	Environmental Health - Animal Health Licensing - (Deer) Scotland Act 1996 Venison Dealers Licence (1 hour officer time)	£61.70	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Dangerous Wild Animals Act 1976 (4 hours officer's time)	£251.20	£290	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Zoo Licensing Act 1981 (8 hours officer's time)	£502.20	£580	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Riding Establishments Act 1964/76 (4 hours officer's time)	£266.50	£290	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Performing Animals Act 1925 (2.5 hours officer's time)	£167.15	£182	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Animal Boarding Establishments Act 1963 (Kennels/Cattery) (3.5 hours officer's time)	£217.55	£254	Cost Fully Covered	91-100+	2024

Environmental Health	Animal Health Licensing - Animal Breeders : Dogs ≤ 10 breeding bitches (3.5 hours officer's time)	£217.55	£254	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Animal Breeders : Dogs >10 breeding bitches (5.5 hours officer's time)	£362.25	£399	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Cats (2.5 hours officer's time)	£144.90	£182	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Rabbits (2.5 hours officer's time)	£144.90	£182	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Animal Home Boarding License <10 animals (2.5 hours officer's time)	£144.90	£182	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Animal Home Boarding License ≥10 animals (4.5 hours officer's time)	289.80	£327	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Animal Sales/Pet Shops (3 hours officer's time)	£181.13	£218	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Animal Welfare Establishments (3 hours officer's time)	£181.13	£218	Cost Fully Covered	91-100+	2024

Environmental Health	Animal Health Licensing - Animal Welfare Establishments Animal Rehoming Centre/Animal Sanctuary (3 hours officer's time)	£181.13	£218	Cost Fully Covered	91-100+	2024
Environmental Health	Animal Health Licensing - Enforcement of Regulations (hourly rate)	£72.45 and recharge of legal fees	£72.50 and recharge of legal fees	Cost Fully Covered	91-100+	2024
Environmental Health	Events Charging - 1 day event (no PEL , <500 customers, no or 1 / 2 food vehicles) (3 hours officer's time)	£144.90	£218	Cost Fully Covered	91-100+	2024
Environmental Health	Events Charging - 1 day event with- PEL, 2-10 food vehicles and/or music, lighting, stages or similar (6.5 hours officer's time)	£434.70	£471	Cost Fully Covered	91-100+	2024
Environmental Health	Events Charging - 2 day event as above or larger (21 hour officer's time)	£1,304.10	£1,522	Cost Fully Covered	91-100+	2024
Environmental Health	Events Charging - 3 day event as above or larger (28 hours officer's time)	£1,956.15	£2,029	Cost Fully Covered	91-100+	2024

Environmental Health	Immigration Control Certificate (2 hours officer's time)	£110.60	£145	Cost Fully Covered	91-100+	2024
Environmental Health	Immigration Control Certificate (1 hour as duplicate cert)	£52.10	£73	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Mice (includes 3 visits) (1.5 hours officer's time)	£99.10	£109	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Rats (includes 3 visits) (1.5 hours officer's time)	£99.10	£109	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Squirrels (includes 3 visits) (3 hours officer's time)	£195.00	£218	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Wasp nest treatment (1 hour officer's time)	£61.20	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Ants (1 hour officer's time)	£38.10	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Flying Ants (1 hour officer's time)	£50.85	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Flying Ants - Additional Visit (1 hour officer's time)	£31.80	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Fleas (includes 2 visits) (2 hours officer's time)	£101.60	£145	Cost Fully Covered	91-100+	2024

Environmental Health	Pest Control Treatments - Fleas - Additional Visit (1 hour officer's time)	£31.80	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatment/ additional visit - Fruit Flies/sewerage flies (1 hour officer's time)	£38.10	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Cockroaches (includes 3 visits) (initial survey 1 hour, 2.5hours treatment)	£229.20	£254	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Cockroaches - Initial survey required (1 hour officer's time no treatment)	£26.10	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Cockroaches - Recall visit – Prior approval from Environmental Health required (1.5 hour officer's time)	£76.20	£109	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Bed Bugs (includes 3 visits and initial 1 hour survey) (3.5 hours officer's time)	£229.20	£254	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Bed Bugs - Initial survey required (1 hour officer's time)	£26.10	£72.50	Cost Fully Covered	91-100+	2024

Environmental Health	Pest Control Treatments - Bed Bugs - Recall visit – Prior approval from Environmental Health required (1.5 hours officer's time)	£76.20	£109	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatment/ additional treatment - Silver fish (1hours officer's time)	£38.10	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	Pest Control Treatments - Beetles (1 hour officer time)	£38.10	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	General Public Health Charges - Samples Collected and Analysed for Bacteriological Monitoring (Excluding Type A & B Private Water Supplies for Monitoring & Requests for bacteriological testing). (2 hours' time including analysis costs)	£107.00	£145	Cost Fully Covered	91-100+	2024
Environmental Health	General Public Health Charges - Private Water Supply (PWS) Samples Collected and Analysed (Including Type A & B Supplies for bacteriological & Routine Chemical Quality Monitoring) - Type A (3.5 hours but including analysis)	£218.85	£254	Cost Fully Covered	91-100+	2024

Environmental Health	General Public Health Charges - Private Water Supply (PWS) Samples Collected and Analysed (Including Type A & B Supplies for bacteriological & Routine Chemical Quality Monitoring) - Type B (2.5 hours officer's time including analysis)	£148.35	£182	Cost Fully Covered	91-100+	2024
Environmental Health	General Public Health Charges - Private Water Supply (PWS) Samples Collected and Analysed (Including Type A & B Supplies for bacteriological & Routine Chemical Quality Monitoring) (Statutory Charge) Carrying out a PWS Risk Assessment (1 hour officer's time and analysis)	£50.00	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	General Public Health Charges - Contaminated Land Enquiry (per hours rate)	£79.50	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	General Food Law Charges - Section 50 Licensing Fee (2 hours officer's time)	£138.10	£145	Cost Fully Covered	91-100+	2024
Environmental Health	General Food Law Charges - Certificate of compliance to operate as a street trader (2 hours officer's time)	£79.95	£145	Cost Fully Covered	91-100+	2024

Environmental Health	General Food Law Charges - Food Condemnation Certificates (4 hours officer's time)	£221.60	£290	Cost Fully Covered	91-100+	2024
Environmental Health	Skin Piercing and Tattooing Licence Inspection (2.5 hours officer's time)	147.73	£182	Cost Fully Covered	91-100+	2024
Environmental Health	Export Health Certificate (1 hour officer's time)	£62.10	£72.50	Cost Fully Covered	91-100+	2024
Environmental Health	Caravan Site Licensing - New/renewal Licence (14 hours officer's time)	£953.15	£1,015	Cost Fully Covered	91-100+	2024
Roads Operations	Misc. Recharges (Roads Staff Time) i.e. Technical Advice, Sign Preparation, Traffic Management etc.	£82.95	£85	Cost Fully Covered	91-100+	2023
Roads Operations	Section 109 (Roads Scotland Act) - Approval to put Private Apparatus in the Public Road	£287.50	£295	Cost Fully Covered	91-100+	2023
Roads Operations	Temporary Traffic Signal Permit - 3 Way	£144.95	£149	Cost Fully Covered	91-100+	2023
Roads Operations	Road Occupation Permits - Section 58 (4 week period)	£166.50	£171	Cost Fully Covered	91-100+	2023
Roads Operations	Road Occupation Permits - Retrospective charge to cover occupations put in place without a Section 58 permit (covers days without permit only)	£166.50	£171	Cost Fully Covered	91-100+	2023
Roads Operations	Road Occupation Permits - Section 59 (Annual) Street Café Application	£290.90	£298	Cost Fully Covered	91-100+	2023

Roads Operations	Road Opening Permit (per week or part of)	£166.50	£171	Cost Fully Covered	91-100+	2023
Roads Operations	Retrospective Charge to cover works put in place without a permit (covers days without permit only)	£166.50	£171	Cost Fully Covered	91-100+	2023
Roads Operations	Skip Permits (4 weeks)	£91.90	£94	Cost Fully Covered	91-100+	2023
Roads Operations	Skip Permits - Retrospective Charge to cover skip put in place without a permit (covers days without permit only)	£91.90	£94	Cost Fully Covered	91-100+	2023
Roads Operations	Inspection charges relating to roads in new developments	£62.65	£64.50	Cost Fully Covered	91-100+	2023
Roads Operations	Property Enquiry Report Roads - Standard Charge	£145.60	£149	Cost Fully Covered	91-100+	2023
Roads Operations	Property Enquiry Report - Roads Only	£71.35	£73	Cost Fully Covered	91-100+	2023
Roads Operations	Property Enquiry Report - Additional Fee	£74.25	£76	Cost Fully Covered	91-100+	2023
Roads Operations	Approval to Erect Temporary Direction Signs e.g. New Housing Developments etc.	£413.55	£424	Cost Fully Covered	91-100+	2023
Roads Operations	Provision of Bar Markings on the Carriageway	£232.05	£238	Cost Fully Covered	91-100+	2024
Strategic Transport Service	Road Closure Notices/Orders Section 14 - 5 Days (4 weeks advance notice required)	£626.55	£641	Cost Fully Covered	91-100+	2024

Strategic Transport Service	Road Closure Notices/Orders Fast Track requests - Section 14 (less than 4 weeks' notice)	£857.90	£878	Cost Fully Covered	91-100+	2024
Strategic Transport Service	Road Closure Temporary Orders (8 weeks advance notice required)	£1,279.45	£1,308	Cost Fully Covered	91-100+	2024
Strategic Transport Service	Road Closure Temporary Orders - Fast Track (less than 8 weeks advance notice provided)	£1,520.10	£1,556	Cost Fully Covered	91-100+	2024
Strategic Transport Service	Road Closure Notices - Amendments to preauthorised TRN or TTRO	£165.90	£170	Cost Fully Covered	91-100+	2024
Trading Standards	Trading Standards - Second Hand Car Dealer's License	£520.00	£532	Cost Fully Covered	91-100+	2023
Trading Standards	Weights, Measures and Environmental Information - Hourly Rate for Weight & Measures Staff	£86.90	£89	Cost Fully Covered	91-100+	2023
Trading Standards	Weights, Measures and Environmental Information - Hourly Rate for Support Staff	£47.80	£49	Cost Fully Covered	91-100+	2023
Housing	Mixed Tenure Charges	£400	£450	Cost Partially Covered	80-90	2023
Housing	Private Sector Grants Registration	£95.55	£98	Cost Fully Covered	91-100+	2025
Housing	Houses in multiple Occupations (HMO) Licensing - New Application	£1,029.25	£2,063	Cost Partially Covered	21-30	2024
Housing	Houses in multiple Occupations (HMO) Licensing - New Application	£1,303.70	£2,611	Cost Partially Covered	21-30	2024

Housing	Houses in multiple Occupations (HMO) Licensing - Renewals	£649.50	£747	Cost Partially Covered	21-30	2024
Housing	Houses in multiple Occupations (HMO) Licensing - Renewals	£840.65	£967	Cost Partially Covered	21-30	2024
Housing	Short Term Let Licensing - Secondary Letting - New Application	£595.00	£936	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Secondary Letting	£50.00	£51.50	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Home Letting - New Application	£405.00	£636	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Home Letting	£50.00	£51.50	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Home Sharing - One Bedroom -New Application	£230.00	£363	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Home Sharing	£25.00	£25.60	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Home Letting & Home Sharing - New Application	£405.00	£636	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Secondary Letting - Renewal	£565.00	£775	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Secondary Letting	£50.00	£51.50	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Home Letting - Renewal	£385.00	£528	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Home Letting	£50.00	£51.50	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Home Sharing - One Bedroom - Renewal	£219.00	£301	Cost Partially Covered	81-90	2024

Housing	Short Term Let Licensing - Home Sharing	£25.00	£26	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Home Letting & Home Sharing - Renewal	£385.00	£528	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Home Letting & Home Sharing	£50.00	£51.50	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing - Duplicate Licence	£15.85	£17	Cost Fully Covered	91-100+	2024
Housing	Short Term Let Licensing - Certified Licence	£142.25	£149	Cost Fully Covered	91-100+	2024
Housing	Short Term Let Licensing - Inspection Visit (nonvexatious)	£147.40	£155	Cost Fully Covered	91-100+	2024
Housing	Short Term Let Licensing- Provisional Licence for New Build	£595.00	£936	Cost Partially Covered	81-90	2024
Housing	Short Term Let Licensing – Transfer of Licence	£142.25	£149	Cost Fully Covered	91-100+	2024
Housing	Factoring Services	£103.95	£115	Cost Partially Covered	51-60	2023
Neighbourhood Services	Supply of Bins for New Housing Developments	£167.05	£171	Cost Fully Covered	91-100+	2022
Neighbourhood Services	Large Domestic Bins	£74.15	Full cost of bin plus £76	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Burial Ground Charges - Interments Mondays - Fridays - Residents	£1,299.80	£1,330	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Interments Mondays - Fridays - Non-Residents	£2,943.45	£3,012	Cost Partially Covered	Under Review - Not Available	2022

Neighbourhood Services	Burial Ground Charges - Interments - Saturdays/Sundays/ Public Holidays - Residents	£2,255.30	£2,308	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Interments - Saturdays/Sundays/ Public Holidays - Non-Residents	£3,564.60	£3,647	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Interments in Hebrew Cemetery- Mondays - Fridays - Residents	£1,204.15	£1,232	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Interments in Hebrew Cemetery- Mondays - Fridays - Non-Residents	£2,657.70	£2,719	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Interments in Hebrew Cemetery- Saturdays/Sundays/ Public Holidays – Residents	£2,255.30	£2,308	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Interments in Hebrew Cemetery- Saturdays/Sundays/ Public Holidays - Non-Residents	£3,564.60	£3,647	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Cremated Remains - Mondays - Fridays - Resident	£391.80	£401	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Cremated Remains - Mondays - Fridays - Non-resident	£869.70	£890	Cost Partially Covered	Under Review - Not Available	2022

Neighbourhood Services	Burial Ground Charges - Cremated Remains - Saturdays/Sundays/Public Holidays - Resident	£821.90	£841	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Cremated Remains - Saturdays/Sundays/Public Holidays - Non-resident	£1,395.25	£1,428	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - New Lair Coffin - Resident	£1,452.60	£1,486	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - New Lair Coffin - Non-resident	£3,335.20	£3,412	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - New Lair Cremated Remains (Neilston Only) - Resident	£841.00	£861	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - New Lair Cremated Remains (Neilston Only) – Non-Resident	£1,796.60	£1,838	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Misc. - Feasibility Certificate	£334.50	£343	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Misc. - Exhumation Coffin	£3,039.00	£3,109	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Misc. - Exhumation Cremated Remains	£668.90	£685	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Misc. - Lair Certificate	£39.00	£40	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Misc. - Duplicate Certificate	£78.05	£80	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Misc. - Transfer of Title	£82.00	£84	Cost Partially Covered	Under Review - Not Available	2022

Neighbourhood Services	Burial Ground Charges - Misc. - Search Fee	£156.10	£160	Cost Partially Covered	Under Review - Not Available	2022
Neighbourhood Services	Burial Ground Charges - Misc. - Memorial Foundation	£178.40	£183	Cost Partially Covered	Under Review - Not Available	2022
* Note on Burial Ground Charges						
There will be no charge for the burial of children under 18.						
Double Interment, second and subsequent coffins or cremated remains 50% of appropriate fee.						
When a deceased person residing out-with East Renfrewshire has previously resided within the Council area for a minimum of 50 years the surcharge for burial of a non-resident will not be applied.						

SECTION 3 – MISCELLANEOUS FEES						
Neighbourhood Services	Hire of Rouken Glen Pavilion Standard Use (Mon-Fri - working hours)	£19.05	£19.50	Cost Fully Covered	91-100+	2023
Neighbourhood Services	Hire of Rouken Glen Pavilion Commercial Use (Mon-Fri - working hours)	£38.10	£39	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Hire of Rouken Glen Pavilion - Weekends	£65.55	£67.50	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Garden Waste Permit	£52.20	£52.20	Cost Partially Covered	41-50	2024
Neighbourhood Services	Garden Waste Permit (Additional permit only)	£52.20	£52.20	Cost Partially Covered	41-50	2024
Neighbourhood Services	Garden Waste Permit (Additional bin and permit)	£114.85	£114.85	Cost Partially Covered	41-50	2024
Neighbourhood Services	Single uplift of Garden Waste (Non permit holder)	£36.55	£37.50	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Christmas Tree Collection	£15.65	£15.65	Cost Fully Covered	91-100+	2022
Neighbourhood Services	Special Uplifts	£54.15	£55.50	Cost Fully Covered	91-100+	2021
Neighbourhood Services	Special Uplifts - Ground Clearance Charge - for each additional 15 minutes required in addition to the special uplift charge	£54.15	£55.50	Costs Fully Covered	91-100+	2021

Neighbourhood Services	Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - Red Trade Sack	£3.50	£3.60	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 120 litre plastic container	£3.50	£3.60	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 240 litre plastic container	£6.95	£7.10	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 360 litre plastic container	£9.90	£10.20	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 500 litre steel container	£12.90	£13.20	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 660 litre steel/plastic container	£16.60	£17	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 1100/1280 litre steel/plastic container	£24.25	£24.80	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections - Food Waste Uplift	£6.95	£7.10	Cost Fully Covered	91-100+	2024

Neighbourhood Services	Commercial Waste Collections - Additional Uplift	£54.15	£55.50	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections – contaminated bin uplift	£54.15	£55.50	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections – weekly lease charge (excluding VAT) - 120 litre Plastic container	£0.94	£1.00	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections – weekly lease charge (excluding VAT) - 240 litre Plastic container	£1.03	£1.10	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections – weekly lease charge (excluding VAT) - 500 litre Steel container	£3.14	£3.20	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections – weekly lease charge (excluding VAT) - 600 litre Steel container	£3.14	£3.20	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Commercial Waste Collections – weekly lease charge (excluding VAT) - 1280 litre Steel container	£3.24	£3.30	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Uplift Charges per uplift (excluding VAT) - Paper recycling sack	£2.80	£2.90	Cost Fully Covered	91-100+	2021
Neighbourhood Services	Uplift Charges per uplift (excluding VAT) - Glass & Cans recycling box	£2.80	£2.90	Cost Fully Covered	91-100+	2021

Neighbourhood Services	Uplift Charges per uplift (excluding VAT) - Plastics recycling bag	£2.80	£2.90	Cost Fully Covered	91-100+	2021
Neighbourhood Services	Uplift Charges per uplift (excluding VAT) - 240 litre container - Any material (paper, glass, cans, plastic)	£5.10	£5.20	Cost Fully Covered	91-100+	2021
Development Management and Building Standards	High Hedges Application Fee	£607.30	£622	Cost Fully Covered	91-100+	2023
Development Management and Building Standards	Recharge of Legal Fees to 3rd Parties	£130.70	£134	Cost Fully Covered	91-100+	2023
Development Management and Building Standards	Providing Variety of Planning & Building Standards Information	£82.95	£85	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Planning & Building Standards Section 50 Certificates	£138.10	£150	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Building Standards - Section 89 (Raised Structures) Certificate	£336.80	£375	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Building Standards - Section 89 (Raised Structures) Out of hours inspections/applications received less than 14 days from date of event	£89.45	£95	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Supply Copies of - Building Warrants	£91.80	£95	Cost Fully Covered	91-100+	2024

Development Management and Building Standards	Supply Copies of - Completion Certificates	£91.80	£95	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Supply Copies of - Additional Copy of Consent	£18.60	£19	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Archived File Search & Retrieval	£67.55	£75	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Property Enquiry Report - 5 Day Response	£127.00	£130	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Property Enquiry Report -2 Day Response	£134.80	£138	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Street naming and numbering - The naming of a new street (price per street)	£313.20	£321	Cost Partially Covered	51-60	2023
Development Management and Building Standards	Change of Street Name	£313.20	£321	Cost Partially Covered	51-60	2023
Development Management and Building Standards	Single Change of an existing house number or name	£83.50	£85.50	Cost Partially Covered	51-60	2023
Development Management and Building Standards	Registering/numbering of new properties	£200-900	£205 - £921	Cost Partially Covered	51-60	2023
Development Management and Building Standards	Re-numbering a new development after earlier naming/numbering has been confirmed	£313.20	£321	Cost Partially Covered	51-60	2023

Development Management and Building Standards	1st Copy of Ordnance Survey Extracts	£34.35	£35.20	Cost Fully Covered	91-100+	2023
Development Management and Building Standards	Supply of Ordnance Survey Extracts Additional Copies	£0.75	£0.80	Cost Fully Covered	91-100+	2023
Development Management and Building Standards	Letters of Comfort Building Standards - without Site Visit	£172.85	£180	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Letters of Comfort Building Standards - without Site Visit. No completion Certificate	£336.80	£355	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Letters of Comfort Building Standard - Unauthorised Work	£580.35	£595	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Letters of Comfort Building Standard - Unauthorised Work - Additional Inspection	£172.85	£180	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Building Warrant Exemption Letter - Without Property Inspection	£172.85	£180	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Supply Copies of Planning Consents - Initial Copy	£91.85	£95	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Additional Consents	£18.60	£19	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Archived File Search & Retrieval	£67.55	£75	Cost Fully Covered	91-100+	2024

SECTION 3 – MISCELLANEOUS FEES						
Service Provision	Departmental Service	Current Charge	Recommended Charge	Recovery Policy	Percentage of costs recovered	Date of Last In-Depth review
Environmental Health	Pest Control Treatments - Insects not part of pest control contract	Contractor's charge + 10% mgt/admin fee	Contractor's charge + 10% admin fee	Cost Fully Covered	91-100+	2024
Housing	Temporary Accommodation Rent Charge- Homelessness Services	Between £279.35 and 296.35	Between £286 and £304 (Minimum)	Cost Fully Covered	91-100+	2024
Housing	Housing Management Fee - Recharge of Damage repairs caused by tenants	repairs cost plus 5% admin fee	Repairs cost plus 10% admin fee.	Cost Fully Covered	91-100+	2024
Housing	Storage cost for homeless residents	Various	Varied Fees	Cost Fully Covered	91-100+	2024
Neighbourhood Services	Rouken Glen Event	POA	POA	Cost Fully Covered	91-100+	2023
Neighbourhood Services	Filming in Parks, Cemeteries and Roads	POA	POA	Cost Fully Covered	91-100+	2023
Neighbourhood Services	Hire of Events Litter Squad	POA	POA	Cost Fully Covered	91-100+	2023

Development Management and Building Standards	Dangerous Buildings Recharge - Admin Fee	Repairs cost plus 10% admin fee	Repairs cost plus 10% admin fee	Cost Fully Covered	91-100+	2023
Development Management and Building Standards	Plans and Documentation	£1.25 -£3.60 dependant on size of copy	POA	Cost Fully Covered	91-100+	2024
Development Management and Building Standards	Pre Application Enquiries - Local development (excl. householder and new housing) and all other consents, approvals, notifications and certificate types	50% of the cost of the planning application fee subject to a maximum of £500	50% of the cost of the planning application fee subject to a maximum of £500	Cost Fully Covered	91-100+	2023
Development Management and Building Standards	Pre Application Enquiries - Local development (new housing)	50% of the cost of the planning application fee subject to a maximum of £1000	50% of the cost of the planning application fee subject to a maximum of £1000	Cost Fully Covered	91-100+	2023
Development Management and Building Standards	Pre Application Enquiries - Major Development	50% of the cost of the planning application fee subject to a maximum of £2000	50% of the cost of the planning application fee subject to a maximum of £2000	Cost Fully Covered	91-100+	2023
Development Management and Building Standards	Pre Application Enquiries - Householder Development	£100.00 (30% of Householder Development fee)	N.K.	Cost Fully Covered	91-100+	2023

SECTION 4 STATUTORY FEES			
Service Provision	Departmental Service	Current Charge	Recommended Charge
Environmental Health	Abandoned Vehicles - Removal, Storing & Disposal of Vehicles	£150 - £7570	25/26 fee not available. Scottish Government statutory fees. These are usually released March prior to 1 April implementation
Environmental Health	Abandoned Vehicles - Removal, Storing & Disposal of Vehicles	£13 - £44	As above
Environmental Health	Abandoned Vehicles - Removal, Storing & Disposal of Vehicles	£63 - £189	As above
Housing	Applications for Private Landlord Registration - Principal	£80	As above
Housing	Applications for Private Landlord Registration - Property	18 per property	As above
Housing	Applications for Private Landlord Registration - Late Applications	£160	As above

Neighbourhood Services	MOT Testing	£54 - £124	Set by DVSA (Charge dependant on vehicle size and type)
Development Management and Building Standards	Discharge of conditions	£100	Set by Scottish Government
Development Management and Building Standards	Planning Applications	Various	Set by Scottish Government. Statutory fees are set on a standard scale
Development Management and Building Standards	Certificates of Lawful Use or Development	Various	Dependent on the size Set by Scottish Government
Development Management and Building Standards	Building Warrant Applications	Various	As above
Development Management and Building Standards	Non-Material Variation - Householder development	£200	As above
Development Management and Building Standards	Non-Material Variation - New Housing development local or major	£200	As above

Development Management and Building Standards	Non-Material Variation - Other Local development (and other applications for consent, prior notifications, certificates of lawfulness etc.)	£200	As above
Development Management and Building Standards	Non-Material Variation - Other Major Development	£200	As above
Trading Standards	Trading Standards - Petroleum License - Less than 2500 Litres	£46	As above
Trading Standards	Trading Standards - Petroleum License - 2501 - 50,000 Litres	£62	As above
Trading Standards	Trading Standards - Petroleum License - Over 50,000 Litres	£131	As above
Trading Standards	Storage & Registration of Explosives	Fee set by Health & Safety and Nuclear (Fees) (Amendment) Regulations 2023	As above
Roads Operations	Inspection Charges relating to Roads in New Developments	£60	per £1000 of Road Bond (min £1200). Set by Scottish Government

SECTION 5 - PROPOSED REMOVAL OF FEES AND CHARGES			
Service Provision	Departmental Services	Current Charge	Recommendation
Roads Operations	Approval to erect temporary direction signs	£413.53	Remove fee
Trading Standards	Weights - Not exceeding 5kg but exceeding 500mg	£13.25	Remove fee
Trading Standards	Other Weights	£10.05	Remove fee
Trading Standards	Measures - Linear Measures not exceeding 3m	£14.65	Remove fee
Trading Standards	Measures - Capacity measures not exceeding 1 litre	£12.75	Remove fee
Trading Standards	Liquid Capacity Measures	£41.50	Remove fee
Trading Standards	Weighing instruments Non EC - not exceeding 1 tonne	£93.25	Remove fee

Trading Standards	Weighing instruments Non EC - exceeding 1 tonne to 10 tonne	£150.94	Remove fee
Trading Standards	Weighing instruments Non EC -exceeding 10 tonne	£316.55	Remove fee
Trading Standards	EC (Non-Automatic Weighing Instruments)- Not Exceeding 1 tonne	£155.15	Remove fee
Trading Standards	EC (Non-Automatic Weighing Instrument)	£240.25	Remove fee
Trading Standards	EC (Non-Automatic Weighing Instruments) - Exceeding 10 tonne	£525.05	Remove fee
Trading Standards	Measuring Instruments for Intoxicating Liquor - Not Exceeding 150ml	£25.60	Remove fee
Trading Standards	Measuring Instruments for Intoxicating Liquor - Other	£29.55	Remove fee
Trading Standards	Measuring Instruments for Liquid Fuel and Lubricants - Container Type, not Subdivided	£106.60	Remove fee

Trading Standards	Measuring Instruments for Liquid Fuel and Lubricants - Single/Mulletoutlets (nozzles) - First Nozzle Tested per site	£174.65	Remove fee
Trading Standards	Measuring Instruments for Liquid Fuel and Lubricants - Testing of Peripheral Equipment on a Separate Visit (per site)	£117.80	Remove fee
Trading Standards	Measuring Instruments for Liquid Fuel and Lubricants - Single/Mulletoutlets (nozzles) - Each Additional Nozzle Tested	£107.45	Remove fee
Development Management and Building Standards	Building Warrant Exemption Letter - Expired Building Warrant (approved after 1st May 2005) Completion Certificate	£172.85	Remove Fee

Section 6 Additional Income Generated

Name of Section / Service	2023/24 (Actual)	2024/25 (Estimate based on full year 2023/24 income with an inflationary uplift of 4.4% added)	25/26 Increase rate (%)	25/26 additional income
Trading Standards	£15,000	£15,660	2.30%	£360
Env Health	£4,570	£4,771	37%	£1,765
Roads Operations	£354,172	£369,755	2.30%	£8,504
Roads Strategy	£4,448	£4,643	2.30%	£107
Homeless Storage Costs	New Charge from 24/25	n/a	The service pays the removal and storage fee upfront and aims to make full recovery from client	£0
Short Term Lets	£21,270	£22,205	57%	£12,657
Private Sector Grants	£1,483	£1,548	2.30%	£36
HMO	£817	£853	100%	£853
Mixed Tenure Scheme	£10,250	£10,701	12.50%	£1,338
Factoring Service	£80,800	£84,355	10%	£8,436
Burials	£281,100	£293,468	2.30%	£6,750
Commercial Waste	£271,642	£283,594	2.30%	£6,523
Chargeable Garden Waste	£1,122,500	£1,171,890	0%	£0
Special Uplift Service	£125,800	£131,335	2.30%	£3,021
Development Management Non Statutory Fees	£1,165	£1,216	2.30%	£28
Building Standards Non Statutory Fees	£12,700	£13,258	2.30%	£304
Development Management and Building Standards Joint Income	£1,225	£1,279	2.30%	£29
Sales of bins	£38,000	£39,672	2.30%	£912

Skip permits	£3,200	£3,340	2.30%	£77
Total				£51,700

CHARGING FOR SERVICES BUSINESS OPERATIONS & PARTNERSHIPS 2025/2026**Appendix 3**

Service Provision	Departmental Service	Current Charge	Recommended Charge	Recovery policy	Percentage of costs recovered	Data of last in- depth review
Registration	Marriage/Civil Partnership Office Monday - Friday (4 only)	£155.00 (statutory fee only).	No Change	To recover partial costs while remaining cost competitive.	94% based on the demand of last year's figures.	August 2024
Registration	Marriage/Civil Partnership Office (Monday to Friday with guests)	£145.00	£153.00	To recover partial costs while remaining cost competitive.	94% based on the demand of last year's figures.	August 2024
Registration	Marriage/Civil Partnership Office (Saturday)	£298.00	£314.00	To recover partial costs while remaining cost competitive.	94% based on the demand of last year's figures.	August 2024
Registration	Marriage/Civil Partnerships Office (Sunday/Public Holidays)	£366.00	£385.00	To recover partial costs while remaining cost competitive.	94% based on the demand of last year's figures.	August 2024
Registration	Marriage/Civil Partnership (Outside Venue Monday- Friday)	£201.00	£211.00	To recover partial costs while remaining cost competitive.	94% based on the demand of last year's figures.	August 2024

Registration	Marriage/Civil Partnership (Outside Venue Saturday)	£393.00	£413.00	To recover partial costs while remaining cost competitive.	As above	August 2024
Registration	Marriage/Civil Partnership (Outside Venue Sunday/public holiday)	£461.00	£484.00	To recover partial costs while remaining cost competitive.	As above	August 2024
The Community Learning & Development Service has responsibility for overseeing the delivery of the Duke of Edinburgh (DofE) award across the authority.	Administration of DofE Awards Programme. (eDofE, approvals, certification etc)	Bronze £22 Silver £22 Gold £27	Bronze £22 Silver £22 Gold £27	DofE costs are non-statutory as the programme is focused on improving young people's skills, resilience, and life outcomes. We are seeking to minimise costs to the Council while ensuring the provision is open to as many young people as possible, particularly those young people with greatest needs	Current fees allow us to recover approximately 25% of the cost of a part-time post to support the DofE Award programmes.	Charges are reviewed annually against yearly set income target. Charges have remained static since an increase of £2 per level in academic year 23/24.

Additional income of £2,800 is projected for 2025/26 as a result of these proposals.

The above Registration fees does not include the statutory fee of £155.00 which is applicable to all Civil Marriages.

CHARGING FOR SERVICES CEO 2025/26**Appendix 4**

Service Provision	Department al Service	Current Charge	Recommended Charge	Recovery Policy	Percentage of costs recovered	Date of last in-depth review
Civic Licensing	Taxi Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£249 £475 £673	£249 £475 £673	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Taxi Operator's Licence (WAV) 1 yr/(Temp) 2 yrs 3 yrs	£116 £221 £325	0 0 0	Concession on basis of committee recommendation to address equality issues	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	Sept 24
Civic Licensing	Taxi Driver's Licence 1 yr/(Temp) 2 yrs 3 yrs	£112 £212 £302	£112 £212 £302	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Private Hire Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£249 £475 £673	£249 £475 £673	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022

Civic Licensing	Private Hire Operator's Licence (WAV) 1 yr/(Temp) 2 yrs 3 yrs	£116 £221 £325	0 0 0	Concession on basis of committee recommendation to address equality issues	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	Sep 24
Civic Licensing	Private Hire Driver's Licence 1 yr/(Temp) 2 yrs 3 yrs	£112 £212 £302	£112 £212 £302	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Street Trader's Licence (business/multiple owner) 1 yr/(Temp) 2 yrs 3 yrs	£212 £404 £573	£216 £413 £586	Inflationary rise deemed prudent to cover processing cost implications.	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Street Trader (employee) 1 yr/(Temp) 2 yrs 3 yrs	£112 £212 £302	£114 £216 £308	Inflationary rise deemed prudent to cover processing cost implications	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Window Cleaner's Licence (business/multiple owner/trader) 1 yr/(Temp) 2 yrs 3 yrs	£212 £404 £573	£216 £413 £586	Inflationary rise deemed prudent to cover processing cost implications	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022

Civic Licensing	Window Cleaner (employee or single trader) 1yr/(Temp) 2yrs 3yrs	£112 £212 £302	£114 £216 £308	Inflationary rise deemed prudent to cover processing cost implications	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Public Entertainment Licence Non commercial 1 yr 2yrs 3yrs For commercial events : Up to 2,000 attendees Up to 5,000 attendees Over 5,000 attendees Approved community group (on application)	£324 £617 £877 £415 £592 £831 £0	£331 £631 £897 £1,000 £1,500 £2,500 £0	Inflationary rise Increased to reflect commercial benefit to organisers Concession to maintain ability of community groups/charities to hold events	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Market Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£212 £404 £573	£216 £413 £586	Inflationary rise deemed prudent to cover processing cost implications	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022

Civic Licensing	Late Hours Catering Licence 1 yr/(Temp) 2 yrs 3 yrs	£212 £404 £573	£216 £413 £586	Inflationary rise deemed prudent to cover processing cost implications	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Second Hand Dealer's Licence 1 yr/(Temp) 2 yrs 3 yrs	£212 £404 £573	£216 £413 £586	Inflationary rise deemed prudent to cover processing cost implications	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Indoor Sports Entertainment Licence 1 y/(Temp) 2 yrs 3 yrs	£324 £617 £877	£331 £631 £897	Inflationary rise deemed prudent to cover processing cost implications	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Skin Piercing 1 yr/(Temp) 2 yrs 3 yrs	£212 £404 £573	£216 £413 £586	Inflationary rise deemed prudent to cover processing cost implications	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Vehicle Inspection Fee (Admin) (Annual)	£34	£34	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022

Civic Licensing	Vehicle Partial Retest Fee (Admin)	£15	£15	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	ID Badge Replacement	£15	£15	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Vehicle Substitution Fee	£67	£67	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Licence Variation Fee	£67	£67	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Front Vehicle Licence Plate Inserts	£10	£10	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022

Civic Licensing	Rear Vehicle Licence Plate Inserts	£11	£11	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Platform Flexiplate Kit Size 2	£10	£10	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Platform Flexiplate Kit Size 4	£11	£11	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Strapping Accessory Kit	£7	£7	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Quick Release Button & Key Set	£2.50	£2.50	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022

Civic Licensing	No Smoking Sticker	£3.50	£3.50	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Tariff Sheet	£5	£5	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Taxi Driver Test	£59	£59	No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Taxi/Private Hire Booking Offices			No change in light of already high fees in comparison with other Council areas and threat to local taxi numbers	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
	1 yr /(Temp)	£324	£324			
	2 yrs	£617	£617			
	3 yrs	£877	£877			
Civic Licensing	Knife Dealer's Licence			Inflationary rise	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
	1 yr /(Temp)	£112	£114			
	2 yrs	£212	£216			
	3 yrs	£302	£308			

Civic Licensing	Metal Dealer 1 yr/(Temp) 2 yrs 3 yrs	£212 £404 £573	£216 £413 £586	Inflationary rise	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Notification of changes and alterations Civic Government Licences	£23	£23	Inflationary change results in no change when rounded down	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022
Civic Licensing	Same day service surcharge (where applicable)	£53	£54	Inflationary rise deemed prudent to cover processing cost implications	Civic licensing fees assessed cumulatively to ensure 100% cost recovery for overall licensing function	August 2022

Refunds will not be made for withdrawal or unsuccessful applications – they will only be provided in cases of overpayments or duplicate payments.

Additional income of £300 is projected as a result of these proposals.