

Appendix 5 – Fees & Charges

Schedule of Fees and Charges 2024/25 - Infrastructure

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Transport and Highways				
Streetworks				
Skip License (28 days)	51.50	55.62	each	8%
Unauthorised skips	197.00	212.76	each	8%
Private works: new apparatus Sec 50	624.00	673.92	per metre	8%
Sec 50 – Licence for repair or replace	660.00	712.80	per metre	8%
S171 Highway Excavation	256.30	276.80	each	8%
Tower Crane Over sailing the Highway Licence: 10 working days notice required.	686.40	741.31	each	8%
Road space booking	228.80	247.10	each	8%
Filming on the highway (small scale)	220.00	237.60	each	8%
Filming on the highway (large scale)	600.00	648.00	each	8%
Temporary Traffic Orders	2,420.00	2,613.60	each	8%
Emergency Temporary Traffic Orders	2,420.00	2,613.60	each	8%
Bus service departure Fees (Market Square)	0.75	0.75	each	0%
SAB Pre Applications - area is <0.4 ha	302.50	314.60	each	4%
SAB Pre Applications - area is 0.5-0.99 ha	715.00	743.60	each	4%
SAB Pre Applications - area is >0.99 ha	1,193.50	1,241.24	each	4%
Pre Application Meeting - area is <0.49 hectares	143.00	148.72	each	4%
Pre Application Meeting - area 0.5-0.99 hectares	343.20	356.93	each	4%
Pre Application Meeting - area is > 0.99 hectares	572.00	594.88	each	4%
Additional SAB services	54.00	56.16	each	4%
SAB Full Applications - fees set by WG	£420 to maximum £7,500 (depending on size of site)	£420 to maximum £7,500 (depending on size of site)	each	
Section 38 application fees	1,716.00	1,716.00	application	0%
Section 278/111	1,716.00	1,716.00	application	0%
Vehicle crossing service - installation and inspection	£1,500 - £2,500 depending on size	£1,500 - £2,500 depending on size	each	0%
APM Access protection markings	286.00	297.44	each	4%
Temporary Sign Application	95.15	102.76	each	8%
Permanent/Tourism Sign applications	185.90	200.77	each	8%
E/O per sign	12.00	12.96	each	8%
Switch off existing signal installation and reinstate within office hours	484.00	522.72	each	8%
Switch off existing signal installation and reinstate outside office hours	572.00	617.76	each	8%
Cesspit emptying:				
1,000 gallons	174.72	174.72	per 1,000 gallons	0%
2,000 gallons	220.48	220.48	per 2,000 gallons	0%
Parking				
Residents parking permits	36.50	37.96	each	4%
Visitor parking permits (Book of 10)	14.00	14.56	per book of 10	4%
Business Parking	1,125.00	1,170.00	per annum	4%
Car Park Charges (exc Maindee)				
Up to 3 hours	2.60	2.80		8%
Up to 5 hours	4.70	5.10		9%
Over 5 hours	6.20	6.70		8%
City Centre Kingsway - up to 1 hour	1.10	1.20		9%
Maindee Car Park				
Up to 2 hours	1.10	1.20		9%
Up to 5 hours	2.60	2.80		8%
Over 5 hours	3.20	3.50		9%

Appendix 5 – Fees & Charges

Schedule of Fees and Charges 2024/25 - People, Policy & Transformation

Income Source	23-24 Charge (exc VAT) £	Proposed 24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc.)	% Increase
Civic Centre Room Hire				
<i>The charges for the Civic Centre below are subject to charging under the following criteria:</i>				
- Full Charge : Industrial or Business Organisations; Organisations whose members are engaged in trade, business or professional practice (other than student associations); Statutory official or Government Bodies including Local Government except where reciprocal arrangements apply.				
- Half Price : Political, Social or Trade Union Groups not included under full price or free				
Free (this applies to evening sessions only) : Organisations devoted exclusively to charitable causes; Societies for the handicapped; Organisations for promotion of recreational activities for young people; Trade Union Branches whose members are employed by Newport City Council; Any political group meetings of Councillors and invited guests are free of charge (provided that not more than 25 % of the people attending the political group meetings are non Councillors). NB Any registered charities chaired by the Mayor of Newport can use the meeting rooms free of charge at any time				
Council Chamber	85.00	88.40	per session	4%
	260.00	270.40	per day	4%
Committee Room 1	45.00	47.00	per session	4%
	130.00	135.00	per day	4%
Committee Room 2	30.00	31.00	per session	3%
	95.00	99.00	per day	4%
Committee Room 3	30.00	31.00	per session	3%
	95.00	99.00	per day	4%
Committee Room 4	30.00	31.00	per session	3%
	95.00	99.00	per day	4%
Committee Room 5	25.00	26.00	per session	4%
	75.00	78.00	per day	4%
Committee Room 7	75.00	78.00	per session	4%
	230.00	239.00	per day	4%
Equipment Hire				
Full facilities in Committee Room 7 including staff assistance	64.50	67.00	per meeting	4%
Council Chamber Microphones	32.00	33.50	per meeting	5%
Council Chamber 1 Microphone	14.50	15.00	per meeting	3%
Beechwood House				
Meeting room - G1	67.50	70.00	half day	4%
Meeting room - G1	130.00	135.00	full day	4%
Meeting room - G5	67.50	70.00	half day	4%
Meeting room - G5	130.00	135.00	full day	4%
Meeting room - G6	52.00	54.00	full day	4%
Reception Room	52.00	54.00	full day	4%
Street Naming				
Property naming/renaming (does not cover newly built properties)	48.50	50.50	per property	4%
Single Plot Development	134.00	139.50	per plot	4%
Development 2+ Plots	182.50	190.00	per site and per additional plot	4%
Changes to Development Layout after Notification	48.50	50.50	per plot affected	4%
Street Renaming at Residents Request	182.50	190	per street and per property	4%
Confirmation of Address to Conveyancers etc	48.50	50.50	per property	4%

Appendix 5 – Fees & Charges

Schedule of Fees and Charges 2024/25 - Law & Standards

Income Source	23-24 Charge (exc VAT) £	Proposed 24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Legal Services (discretionary)				
Local Land Charges Official Search (Con 29 R)	118.80	124.00	per search	4%
Optional questions	14 (for 20 out of 22 questions) 17 (2 out of the 22 questions)	14 (for 20 out of 22 questions) 17 (2 out of the 22 questions)	per search	
Solicitors own questions	28.08	30.00	per search	7%
Additional parcel fee (Con29 R)	28.12	30.00	per search	7%
Additional parcel fee (total)	28.08	30.00	per search	7%
Query re: personal search (dealing with errors etc)	28.08	30.00	per search	7%
Legal Services (statutory)				
Local Land Charges (LLC1 only)	6.00	6.00	per search	0%
Local Land Charges (Nlis LLC1))	4.00	4.00	per search	0%
Additional parcel fee (LLC1)	1.00	1.00	per search	0%
Registrars Fees & Charges (statutory)				
Register Office (simple ceremony)	46.00	46.00	per event	0%
Church/Chapel ceremony attendance	86.00	86.00	per event	0%
Legal notice of marriage or civil partnership	35.00	35.00	per notice	0%
Designated Office Notice	47.00	47.00	per notice	0%
Certificate (issued at time of registration)	11.00	11.00	per certificate	0%
Certificate (issued within 28 days)	11.00	11.00	per certificate	0%
Same Day Service				
Certificate (from archive)	35.00	35.00	per certificate	0%
Regular Service				
Standard Certificate (from archive)	11.00	11.00	per certificate	0%
Short Certificate (from archive)	11.00	11.00	per certificate	0%
Ceremony Charges (discretionary)				
Mansion House - Monday to Friday	365.00	384.00	per event	5%
Mansion House - Saturday	440.00	462.00	per event	5%
Garden Room Wednesday	160.00	168.00	per event	5%
Approved Venue - Monday to Friday	475.00	499.00	per event	5%
Approved Venue - Saturday, Sunday	555.00	583.00	per event	5%
Approved Venue - Bank holidays	640.00	672.00	per event	5%
Commemorative certificate packs	11.00	11.00	per pack	0%
Save the Date Fee	35.00	37.00	per request	6%
Approved Premise Licensing	1,800.00	1,800.00	per licence	0%
Citizenship Ceremony (individual)	105.00	110.00	per event	5%
Citizenship ceremony (additional relative)	50.00	50.00	per person	0%
Certificate Search Fees				
Search 1 year either side of date				
Search a further 5 years	10.00	10.00	per request	0%
Search a further 10 years	20.00	20.00	per request	0%
Certificate Postage Costs - "signed for" delivery				
Administration Charge - Registrar Certificate	3.00	3.50	per envelope	17%
Administration Charge - Superintendent Certificate	3.00	3.50	per envelope	17%
Same day service certificates *	38.00	38.50		1%
Regular service applications *	14.00	14.50		4%
<i>* These total charges are made up of 2 elements - the certificate (statutory fee for Priority or Regular service) plus postage - see sections above</i>				
NEW "Pilot" Fees proposed for 2024-25				
Intimate Ceremony - Garden Room Monday-Friday	N/A	88.00	per ceremony	N/A
Proof of life and residence for foreign pensions	N/A	10.00	per request	N/A

Appendix 5 – Fees & Charges

Schedule of Fees and Charges 2024/25 - Regeneration & Economic Development

Income Source	23-24 Charge (exc VAT) £	Proposed 24-25 Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Building Control Fees						
Single Storey Extensions						
Single storey extension, floor area not exceeding 10m ²						
Full plans charge	325.00	357.50	487.50	536.00	each	10%
Single storey extension, floor area exceeding 10m ² but not exceeding 40m ²						
Full plans charge	404.17	444.50	606.26	667.00	each	10%
Single storey extension, floor area exceeding 40m ² but not exceeding 100m ²						
Full plans charge	466.67	513.50	700.00	770.00	each	10%
Two Storey Extensions						
Two storey extension not exceeding 40m ²						
Building notice charge	466.67	513.50	700.00	770.00	each	10%
Two storey extension, floor area exceeding 40m ² but not exceeding 100m ²						
Full plans charge	570.83	628.00	856.25	942.00	each	10%
Loft Conversions						
Loft conversion that does not include the construction of a dormer	420.83	463.00	631.25	694.50	each	10%
Loft conversion that does include the construction of a dormer	466.67	513.50	700.00	770.00	each	10%
Garages and Carports						
Erection of extension of a non exempt detached domestic garage or carport up to 100m ²	245.83	270.50	368.75	405.50	each	10%
Erection of a non exempt attached single storey extension of a domestic garage or carport up to 100m ²	245.83	270.50	368.75	405.50	each	10%
Other						
Conversion of a garage to a habitable room(s)	245.83	270.50	368.75	405.50	each	10%
Alterations to extend or create a basement up to 100m ²	466.67	513.50	700.00	770.00	each	10%
Underpinning	229.17	252.00	343.76	378.00	each	10%
Renovation of a thermal element to a single dwelling	87.50	96.50	131.25	144.50	each	10%
Creation of New Dwelling						
i) Plan charge	203.13	223.50		0.00	each	10%
ii) Inspection charge	406.87	447.50		0.00	each	10%
iii) Building notice charge	610.00	671.00	915.00	1,006.50	each	10%
Internal Alterations						
i) cost of works <£2,000	125.00	137.50	187.50	206.50	each	10%
ii) cost of works £2,001 to £5,000	204.17	224.50	306.26	337.00	each	10%
iii) cost of works £5,001 to £15,000	245.83	270.50	368.00	405.50	each	10%
iv) cost of works £15,001 to £25,000	345.83	380.50	380.50	570.50	each	10%
v) cost of works £25,001 to £40,000	441.67	486.00	662.50	729.00	each	10%
vi) cost of works £40,001 to £60,000	537.50	591.50	806.35	887.00	each	10%
Window Replacement						
Window replacement (non competent persons scheme) - 1 to 3 windows	83.33	91.50	125.00	137.50	each	10%
Window replacement (non competent persons scheme) - 4 to 20 windows	125.00	137.50	187.50	206.50	each	10%
Window replacement (non competent persons scheme) - 20+ windows	208.33	229.00	312.50	343.50	each	10%
Electrical Work						
Electrical work (not competent persons scheme) carried out by a qualified electrician in accordance with BS7671	133.33	146.50	200.00	220.00	each	10%
Electrical work carried out by others	279.17	307.00	418.76	460.50	each	10%
Installation of Heat Producing Appliance						
Installation of solid fuel heat producing appliance where the installer is not a member of a competent persons scheme	125.00	137.50	187.50	206.50	each	10%
Non Domestic Work						
Commercial Building - Floor Area not exceeding 40m ²	533.00	586.50	799.50	879.50	each	10%
Commercial Building - Floor Area exceeding 40m ² but not exceeding 100m ²	612.50	674.00	918.75	1,010.50	each	10%
Commercial Building - Floor Area exceeding 100m ² but not exceeding 200m ²	891.67	981.00	1,337.51	1,471.50	each	10%
Underpinning - Est. cost up to £50,000	341.67	376.00	512.51	564.00	each	10%
Underpinning - Est. cost exceeding £50,000 and up to £100,000	441.67	486.00	662.51	729.00	each	10%
Underpinning - Est. cost up to £100,000 and up to £250,000	550.00	605.00	825.00	907.50	each	10%
Window Replacement						
Window Replacement - 1 to 20 windows	204.17	224.50	306.63	337.00	each	10%
Window Replacement - 21 to 50 windows	325.00	375.50	487.50	536.50	each	16%
New Shop front(s)						
Window Replacement - 1 to 20 windows	291.67	321.00	437.51	481.50	each	10%
Window Replacement - 21 to 50 windows	370.83	408.00	556.25	612.00	each	10%
Renovation of a thermal element - Est. cost up to £50,000	204.17	224.50	306.63	337.00	each	10%
Renovation of a thermal element - Est. cost exceeding £50,000 and up to £100,000	245.83	270.50	368.75	405.50	each	10%
Renovation of a thermal element - Est. cost exceeding £100,000 and up to £250,000	312.50	344.00	468.75	515.50	each	10%

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	Proposed 24-25 Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Alterations not described elsewhere inc. structural alterations and installation of controlled fittings						
Estimated cost up to £5,000	204.17	224.50	306.63	337.00	each	10%
Estimated cost exceeding £5,000 and up to £15,000	262.50	289.00	393.75	433.00	each	10%
Estimated cost exceeding £15,000 and up to £25,000	345.83	380.50	518.75	570.50	each	10%
Estimated cost exceeding £25,000 and up to £50,000	508.33	559.00	762.50	838.50	each	10%
Estimated cost exceeding £50,000 and up to £75,000	675.00	742.50	1,012.50	1,114.00	each	10%
Estimated cost exceeding £75,000 and up to £100,000	795.83	875.50	1,193.75	1,313.00	each	10%
Installation of Mezzanine floor up to 500m ²	587.50	646.50	881.25	969.50	each	10%
Office Fit Out - floor up to 500m ²	570.83	628.00	856.25	942.00	each	10%
Office Fit Out - floor 500m ² to 2000m ²	733.33	806.50	1,100.00	1,210.00	each	10%
Shop fit out - Floor up to 500m ²	570.83	628.00	856.25	942.00	each	10%
Shop fit out - Floor 500m ² to 2000m ²	733.33	806.50	1,100.00	1,210.00	each	10%
Letter of acceptance to Als	20.00	22.00	20.00	22.00	each	10%
Preliminary enquiries	50% of plan fee	50% of plan fee			each	
Museum and Art Gallery						
Educational Publications UK Rights	21.50	22.50				5%
Educational Publications World Rights	41.50	43.50				5%
Commercial Publications & Websites UK rights	42.50	44.50				5%
Commercial Publications & Websites world rights	88.50	92.00				4%
Publication Jacket, Covers & Homepages UK Rights	101.50	105.50				4%
Publication Jacket, Covers & Homepages World Rights	205.50	214.00				4%
Television Flash Fees UK rights	101.50	105.50				4%
Television Flash Fees world rights	200.50	208.50				4%
Digital Image 300 dpi	8.00	8.50				6%
Loans to UK based institutions (outside of Wales)	250.00	260.00				4%
Loans to Worldwide institutions	350.00	364.00				4%
Commission on artworks	Variable 33% of art work value	Variable 33% of art work value				0%
Ship Project						
Staff Consultancy and Training services						
Hourly Rate	80.00	83.20			per hour	4%
Staff Consultancy and Training services						
Day Rate	500.00	520.00			per day	4%
Faro Arm Rental	100.00	104.00			per day	4%
Transporter Bridge						
Day Ticket - Adult	4.00	4.00			per ticket	0%
Day Ticket - Child	3.00	3.00			per ticket	0%
Gondola - Adult (one way)	1.50	1.50			per ticket	0%
Gondola - Adult (return)	2.00	2.00			per ticket	0%
Gondola - Child (one way)	1.00	1.00			per ticket	0%
Gondola - Child (return)	1.50	1.50			per ticket	0%
Abseil Fee	280.00	291.00			per event	4%
Private Service	75.00	78.00			per event	4%
Filming fee	150.00	156.00			per hour	4%
Development Management Fees	Statutory fees - no change	Statutory fees - no change			per application	0%
Pre-application advice	Various depending on the scale of development	Various depending on the scale of development			per application	0%
Dangerous Structures - Building Control	Statutory fees - no change	Statutory fees - no change			per application	0%
Demolition Notice	Statutory fees - no change	Statutory fees - no change			per application	0%
Scaffolding permits (up to 6 months)	180.00	187.00			per 3 month permit	4%
Additional fee for scaffolding permits erected more than 6 months	90.00	93.00			per 3 month permit	3%
Additional fee for scaffolding permits erected more than 12 months	180.00	187.00			per 3 month permit	4%

Appendix 5 – Fees & Charges

Schedule of Fees and Charges 2024/25 - Housing & Communities

Income Source	23-24 Charge (exc VAT) £	Proposed 24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc.)	% Increase
Community Centres Room Hire				
Caerleon Town Hall				
Non Profit Making/ Voluntary Organisations				
Town Hall (Monday to Friday)	11.00	12.00	per hour	9%
Town Hall (Weekend)	15.75	17.00	per hour	8%
Memorial Hall (Monday to Friday)	8.50	9.00	per hour	6%
Memorial Hall (Weekend)	13.75	15.00	per hour	9%
Hire of Kitchen	6.25	6.75	per hour	8%
Small Group Organisations				
Town Hall (Monday to Friday)	13.75	14.75	per hour	7%
Town Hall (Weekend)	19.00	20.50	per hour	8%
Memorial Hall (Monday to Friday)	10.50	11.25	per hour	7%
Memorial Hall (Weekend)	15.75	17.00	per hour	8%
Hire of Kitchen	7.50	8.00	per hour	7%
Commercial/ Business (per hour)				
Town Hall (Monday to Friday)	17.00	18.25	per hour	7%
Town Hall (Weekend)	22.00	23.75	per hour	8%
Memorial Hall (Monday to Friday)	13.75	14.75	per hour	7%
Memorial Hall (Weekend)	19.00	20.50	per hour	8%
Hire of Kitchen	9.00	9.75	per hour	8%
Ringland Community Centre				
Non Profit Making/ Voluntary Organisations (per hour)				
Main Hall	16.75	18.00	per hour	7%
Meeting Rooms	16.75	18.00	per hour	7%
Membership Fee	1,250.00	1,350.00	per annum	8%
Small Group Organisations - Member Rates				
Meeting Rooms	22.00	23.75	per hour	8%
Main Hall - Half Day	65.75	71.00	Half Day	8%
Main Hall - Full Day	131.50	142.00	Half Day	8%
Small Group Organisations - Non Member Rates				
Meeting Rooms	29.50	31.75	per hour	8%
Main Hall - Half Day	99.00	107.00	Half Day	8%
Main Hall - Full Day	185.00	200.00	Full Day	8%
Alway Community Centre				
Non Profit Making/ Voluntary Organisations (per hour)				
Main Hall (Monday to Friday)	8.50	9.00	per hour	6%
Main Hall (Weekend)	19.50	21.00	per hour	8%
Meeting Rooms (Monday to Friday)	7.50	8.00	per hour	7%
Meeting Rooms (Weekend)	12.50	13.50	per hour	8%
Hire of Kitchen	5.75	6.25	per hour	9%
Small Group Organisations (per hour)				
Main Hall (Monday to Friday)	11.50	12.50	per hour	9%
Main Hall (Weekend)	23.50	25.50	per hour	9%
Meeting Rooms (Monday to Friday)	9.50	10.25	per hour	8%
Meeting Rooms (Weekend)	14.75	16.00	per hour	8%
Hire of Kitchen	5.75	6.25	per hour	9%
Commercial/ Business (per hour)				
Main Hall (Monday to Friday)	14.25	15.50	per hour	9%
Main Hall (Weekend)	29.50	31.75	per hour	8%
Meeting Rooms (Monday to Friday)	14.75	16.00	per hour	8%
Meeting Rooms (Weekend)	16.75	18.00	per hour	7%
Hire of Kitchen	5.75	6.25	per hour	9%

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Income Source	23-24 Charge (exc VAT) £	Proposed 24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc.)	% Increase
Rivermead Community Centre				
Non Profit Making/ Voluntary Organisations (per hour)				
Both Halls (Monday to Friday)	21.50	23.25	per hour	8%
Both Halls (Weekend)	30.50	33.00	per hour	8%
Main Hall (Monday to Friday)	10.50	11.50	per hour	10%
Main Hall (Weekend)	20.00	21.50	per hour	8%
Meeting Rooms (Monday to Friday)	10.50	11.50	per hour	10%
Meeting Rooms (Weekend)	19.50	21.00	per hour	8%
Small Group Organisations (per hour)				
Both Halls (Monday to Friday)	24.75	26.75	per hour	8%
Both Halls (Weekend)	34.00	36.75	per hour	8%
Main Hall (Monday to Friday)	12.50	13.50	per hour	8%
Main Hall (Weekend)	21.50	23.25	per hour	8%
Meeting Rooms (Monday to Friday)	12.00	13.00	per hour	8%
Meeting Rooms (Weekend)	21.00	22.75	per hour	8%
Commercial/ Business (per hour)				
Both Halls (Monday to Friday)	30.50	33.00	per hour	8%
Both Halls (Weekend)	40.00	43.25	per hour	8%
Main Hall (Monday to Friday)	15.00	16.25	per hour	8%
Main Hall (Weekend)	24.75	26.75	per hour	8%
Meeting Rooms (Monday to Friday)	14.75	16.00	per hour	8%
Meeting Rooms (Weekend)	24.00	26.00	per hour	8%
Bettws Day Centre				
Non Profit Making/ Voluntary Organisations (per hour)				
Main Hall (Monday to Friday)	11.00	12.00	per hour	9%
Main Hall (Weekend)	15.75	17.00	per hour	8%
Day Club (Monday to Friday)	8.50	9.25	per hour	9%
Day Club (Weekend)	13.75	14.75	per hour	7%
Hire of Kitchen	6.25	6.75	per hour	8%
Small Group Organisations (per hour)				
Main Hall (Monday to Friday)	12.50	13.50	per hour	8%
Main Hall (Weekend)	19.00	20.50	per hour	8%
Day Club (Monday to Friday)	10.50	11.25	per hour	7%
Day Club (Weekend)	15.75	17.00	per hour	8%
Hire of Kitchen	7.50	8.00	per hour	7%
Commercial/ Business (per hour)				
Main Hall (Monday to Friday)	16.75	18.00	per hour	7%
Main Hall (Weekend)	22.00	23.75	per hour	8%
Day Club (Monday to Friday)	13.75	14.75	per hour	7%
Day Club (Weekend)	19.00	20.50	per hour	8%
Hire of Kitchen	9.00	9.75	per hour	8%
Cefn Wood Centre				
Small Group Organisations (per hour)				
Leased to Education - SLA		As per SLA		
Maesglas Community Centre				
Main Hall (Monday to Friday before 6pm)	11.00	12.00	per hour	9%
Main Hall (Monday to Friday after 6pm)	22.00	24.00	per hour	9%
Main Hall (Weekend)	22.00	24.00	per hour	9%
Committee Room (Monday to Friday before 6pm)	11.00	12.00	per hour	9%
Committee Room (Monday to Friday after 6pm)	22.00	24.00	per hour	9%
Committee Room (Weekend)	22.00	24.00	per hour	9%

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	Proposed 24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc.)	% Increase
Community Centres - Equipment Hire				
Flip Charts	6.50	7.00	per pad	8%
Digital Projector	5.50	6.00	per day	9%
Interactive Screen	5.50	6.00	per day	9%
Malpas Court				
The Library Room	36.75	40.00	per half day	9%
The Drawing Room	57.75	62.50	per half day	8%
Library and Drawing Room combined	73.50	80.00	per half day	9%
Room 14	52.50	56.50	per half day	8%
The Library Room	63.00	75.00	per full day	19%
The Drawing Room	105.00	120.00	per full day	14%
Library and Drawing Room combined	147.00	160.00	per full day	9%
Room 14	94.50	102.00	per full day	8%
Library and Drawing Room combined	21.00	22.75	per hour	8%
Room 14	15.75	17.00	per hour	8%
Eveswell Community Centre				
Voluntary Groups				
Main Hall (Monday to Friday)	8.50	9.25	per hour	9%
Main Hall (Weekend)	19.50	21.00	per hour	8%
Meeting Rooms (Monday to Friday)	7.25	7.75	per hour	7%
Meeting Rooms (Weekend)	12.50	13.50	per hour	8%
Hire of Kitchen (flat charge per booking)	5.75	6.25	per hour	9%
Chargeable Sessions				
Main Hall (Monday to Friday)	11.50	12.50	per hour	9%
Main Hall (Weekend)	23.75	25.75	per hour	8%
Meeting Rooms (Monday to Friday)	9.50	10.25	per hour	8%
Meeting Rooms (Weekend)	14.75	16.00	per hour	8%
Hire of Kitchen (flat charge per booking)	5.75	6.25	per hour	9%
Commercial Rate				
Main Hall (Monday to Friday)	14.25	15.50	per hour	9%
Main Hall (Weekend)	29.50	31.75	per hour	8%
Meeting Rooms (Monday to Friday)	14.75	16.00	per hour	8%
Meeting Rooms (Weekend)	16.75	18.00	per hour	7%
Hire of Kitchen (flat charge per booking)	5.75	6.25	per hour	9%
Gaer Community Centre				
Non Profit Making/ Voluntary Organisations (per hour)				
Hall	14.75	16.00	per hour	8%
Playgroup Room	12.75	13.75	per hour	8%
Café Room	12.50	13.50	per hour	8%
Training Room	14.75	16.00	per hour	8%
121 Room	12.50	13.50	per hour	8%
Small Group Organisations				
Hall	14.75	16.00	per hour	8%
Playgroup Room	12.50	13.50	per hour	8%
Café Room	12.50	13.50	per hour	8%
Training Room	14.75	16.00	per hour	8%
121 Room	12.50	13.50	per hour	8%
Commercial/Business				
Hall	14.75	16.00	per hour	8%
Playgroup Room	12.50	13.50	per hour	8%
Café Room	12.50	13.50	per hour	8%
Training Room	14.75	16.00	per hour	8%
121 Room	12.50	13.50	per hour	8%

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	Proposed 24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc.)	% Increase
Libraries				
Fines (per day)	0.20	0.22	per day	10%
Overdue Administration Adult	0.30	0.32	per letter	7%
Replacement Library Card	4.00	4.00	each	0%
Lost Books and other items	Sliding scale linked to Book Price	Sliding scale linked to Book Price	each	
Photocopying B&W A4	0.20	0.22	per copy	10%
Photocopying B&W A3	0.30	0.32	per copy	7%
Photocopying Colour A4	1.10	1.20	per copy	9%
Photocopying Colour A3	1.60	1.75	per copy	9%
Computer Printout A4	0.20	0.22	per copy	10%
Computer Printout A3	0.30	0.32	per copy	7%
Hire of Talking Books	1.40	1.50	each	7%
Charge for late return of Talking Books	0.20	0.22	per day	10%
Family History Research	30.00	32.50	per hour	8%
Hire of Rooms	16.00	17.25	per hour	0%
Houses in Multiple Occupation Pre-licensing Advice Service				
Property inspection and report with one schedule & fire plan	238.37	257.44	per survey	8%
Property inspection and report with 2 schedules & fire plans	297.82	321.65	per survey	8%
Each additional proposal over 2 proposals above	59.45	64.21	per additional proposal	8%
Property Surveys (Non-Statutory)	230.11	253.12	per survey	10%
Health and Safety - swimming pool/spa pool resamples following unsatisfactory result (plus VAT)	84.70	93.17	per sample	10%
Houses In Multiple Occupation Licensing Fees				
(i) Initial Licence	1,231.47	1,354.61	per licence	10%
(For larger HMO (6+ units of accommodation/households)	£67.31 extra per additional unit up to a max of 1,704	£74.04 extra per additional unit up to a max of 1,874	per additional accommodation unit	10%
(ii) Renewal of Licence made before expiry of existing licence	918.49	1010.34	per renewal	10%
(For larger HMO (6+ units of accommodation/households)	£67.31 extra per additional unit up to a max of 1,499	£74.04 extra per additional unit up to a max of 1,874	per additional accommodation unit	10%
(iii) Renewal of Licence made after expiry of existing licence	1,161.76	1,277.94	per renewal	10%
(For larger HMO (6+ units of accommodation/households)	£67.31 extra per additional unit up to a max of 1,704	£74.04 extra per additional unit up to a max of 1,874	per additional accommodation unit	10%
(iv) Licensing following revocation of previous licence (where ownership unchanged)	918.49	1010.34	per application	10%
(For larger HMO (6+ units of accommodation/households)	£67.31 extra per additional unit up to a max of 1,499	£74.04 extra per additional unit up to a max of 1,874	per additional accommodation unit	10%
(v) Licence Variations				
Property inspection required	104.94	115.43	per variation	10%
Licensing inspections - owner/manager etc. cancellations with less than 48 hours' notice/failure to attend to	30.00	33.00		10%

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	Proposed 24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc.)	% Increase
Camp Site Licences	805.07	885.58	per site licence	10%
Mobile Homes				
Site Licence fees - small site (3-10 caravans)	805.07	885.58	per site licence	10%
Site Licence fees - medium site (11-49 caravans)	898.88	988.77	per site licence	10%
Site Licence fees - large site (50+ caravans)	1,072.72	1,179.99	per site licence	10%
Site Licence fees - sites of 2 or fewer pitches	0.00	0.00	per site licence	0%
Amendment to site licence conditions - variation	73.14	80.45	per amendment	10%
Amendment to site licence conditions - variation requiring an inspection	189.74	208.71	per amendment	10%
Fee to deposit site rules	60.95	67.05	per fee	10%
Fee for replacement licence	18.02	19.82	per replacement licence	10%
Fixed Penalty Notice charge	101.23	111.35	per FPN charge	10%
Housing Act 2004 Notice Fees	440.96	485.06	per notice	10%
Each additional notice (where schedule is identical) served on another recipient at the same time (charges added and split equally across recipients)	59.36	65.30	per notice	10%

Appendix 5 – Fees & Charges

Schedule of Fees and Charges 2024/25 - Environment & Public Protection

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Cemeteries				
Exclusive right of burial and issue deed and marker for:				
Standard grave space not exceeding 2.15m x 0.76m (30") including headstone permit	1,325.50	1,378.52	per plot	4%
Large or special external coffin size over 30" including the extended size of coffin handles £60.00 per inch.	68.75	68.75	per inch	0%
Green burial in green burial area - excluding headstone permit	886.60	922.06	per plot	4%
Cremated remains in Garden of Rest – grave space not exceeding 0.23m x 0.92m	633.60	658.94	per plot	4%
Interments – including use of grass mats as necessary				
Stillborn child or child not exceeding one month	no charge	0.00	per plot	
Child one month to eighteen years	no charge	0.00	per plot	
Persons exceeding eighteen years	1,441.00	1,498.64	per plot	4%
Interment of second person in grave space on same day	229.35	238.52	per plot	4%
Cremated remains in full grave space	319.55	332.33	per plot	4%
Cremated remains in garden of rest	319.55	332.33	per plot	4%
Interment of second person cremated remains in same space on same day	319.55	332.33	per plot	4%
Scattering of ashes	173.80	180.75	each	4%
Scattering of ashes of second person at same time	136.95	142.43	each	4%
Headstones and Tablets – including all inscriptions				
Columbaria Sanctum 2000 Units – above ground	2,682.60	2,789.90	each	4%
second and subsequent Interment Sanctum 2000 units	74.80	77.79	each	4%
Memorial plaque - NCC owned and maintained bench	457.60	475.90	each	4%
Other Services and Items				
Administrative research of burial records (per 30 minute period)	39.05	40.61	per 30 minutes	4%
Provision of fibreglass burial cube	1,015.85	1,056.48	each	4%
Provision of BROXAP bench and concrete plinth	1,581.60	1,644.86	each	4%
Exhumation of Ashes	319.55	332.33	each	4%
Exhumation Full - Facilitation undertaken in house	2,856.00	2,970.24	each	4%
Exhumation of a child under the age of 3 years	655.20	681.41	each	4%
Exhumation of a child aged 3 - 8 years	904.80	940.99	each	4%
Exhumation of a child aged 8 - 14 years	1,154.40	1,200.58	each	4%
Exhumation of a child aged 14 -18 years	1,428.00	1,485.12	each	4%
Statutory Declaration	62.15	64.64	each	4%
Incorrect or missing details off forms. Interment forms not complete and where required, return to funeral directors to complete forms.	17.05	17.73	each	4%
Change in Circumstances (Grant name, marriage etc)	37.95	39.47	each	4%
Cancellation of Funeral (48hrs)	371.25	386.10	each	4%
Change in Funeral Times	37.95	39.47	each	4%

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Copy of Exclusive Right of Burial (LOST/MISPLACED)	185.90	193.34	each	4%
Grant of Exclusive Right - 50 YEARS	1,039.50	1,081.08	each	4%
Grant of Exclusive Right - 25 YEARS	519.75	540.54	each	4%
Fee for plot for Non Newport resident	2,549.25	2,651.22	each	4%
Additional Tablet on Existing plot with Headstone	227.70	236.81	each	4%
Fee for new ashes plot Non Newport resident	1,586.20	1,649.65	each	4%
Headstone fee - Before April 2011	438.90	456.46	each	4%
Tablet Fee - Before April 2011	227.70	236.81	each	4%
Additional inscription	71.50	74.36	each	4%
Weekend Burial Services (Standard Burial Charges also apply)	595.10	618.90	each	4%
Memorial tree (no plinth)	565.40	678.48	each	20%
Traditional Graves (allowing the installation of full kerb sets). Additional cost on top of the purchasing of a grant of exclusive right.	457.60	475.90	each	4%
Double Depth Grave	228.80	237.95	each	4%
Triple Depth Grave	343.20	356.93	each	4%
Test Dig of a Grave	160.60	167.02	each	4%
Bricking up a Single Grave	743.60	773.34	each	4%
Bricking up a Double Grave	1,487.20	1,546.69	each	4%
Poly urn for sanctums	290.50	290.50	each	0%
Allotment Rents - admin charge per plot	36.00	36.72	per plot	2%
Allotment Perch Fee (Plots can be made up of multiple perches - each perch represents approx 25m2)	4.07	4.07	per perch	0%
Public Rights of Way				
Public rights of way temporary order (minimum cost of officer time only)	1,830.40	1,903.62	each	4%
Public rights of way permanent order (minimum cost officer time only)	2,163.20	2,249.73	each	4%
Car Parking in City Parks				
Up to 2 hours	1.00	1.00		0%
Up to 5 hours	3.00	3.00		0%
Over 5 hours	5.00	5.00		0%
Car parking Fourteen Locks Canal Centre	0.00			
Up to 4 hours	1.00	1.00		0%
Up to 5 hours	2.50	2.50		0%
Over 5 hours	3.00	3.00		0%

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Waste Collection				
Trade waste collection:-				
Trade blue sacks	32.24	TBC	per roll of 13	
Trade blue labels	64.48	TBC	per pack of 26	
Recycling sacks	15.08	TBC	per roll of 13	
Cardboard labels	11.96	TBC	per pack of 10	
240 Litre bin	6.76	TBC	each	
360 Litre bin	8.84	TBC	each	
660 Litre bin	15.60	TBC	each	
1100 Litre bin	26.00	TBC	each	
New - cardboard bin collections	N/A	TBC		
New - cans and metal collections	N/A	TBC		
New - food waste collections	N/A	TBC		
New - sack collections	N/A	TBC		
* Charges TBC pending the implications of new Extended Producer Responsibility legislation.				
Residual bin replacement	22.36	23.70	each	6%
New Developments - set of new bins	56.16	58.41	each	4%
Bulky/Special Collection	22.00	22.00	up to 3 item	0%
	6.00	6.00	additional items above £21	0%
Waste Disposal Charges				
Active Waste Disposal Charge (set gate fee but variables for asbestos and commercial waste contracts)	64.90	67.50	per tonne	4%
Inactive Waste Disposal Charge	19.25	20.02		4%
Parks And Open Spaces				
Belle Vue Park				
Commercial Photography (Wedding Photography professional)- Annual Permit	97.90	101.82	annually	4%
Caerleon Pavilion				
Commercial hire per hour	19.80	20.59	per hour	4%
Education hire per hour	15.95	16.59	per hour	4%
Children's Parties per hour	15.95	16.59	per hour	4%
Community Groups hire per hour	12.65	13.16	per hour	4%
Parks General				
Provision of BROXAP bench and concrete plinth	1,581.60	1,644.86	per item	4%
Memorial plaque - NCC owned and maintained bench	457.60	494.21	each	8%
Tredegar Park Bike Scheme				
Newport Resident under 18	0.00	0.00		0%
Newport Resident over 18	0.00	0.00		0%
Non Newport Resident under 18	3.63	4.17		15%
Non Newport Resident over 18	6.05	6.66		10%

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Sport and Leisure Pitch Hire				
Football				
Pitch only (adult) (per match/pitch) summer and winter	42.83	44.54	each	4%
Pitch and 1 x changing (adult) (per all sports summer and winter)	60.19	62.60	each	4%
Changing room (all ages)	25.41	26.43	each	4%
Seasonal football charge exclusive use – football pitch only	1,283.76	1,335.11	each	4%
Seasonal football charge exclusive use - football pitch and changing room	1,477.56	1,536.67	each	4%
Seasonal football charge priority - pitch only	673.40	700.34	each	4%
Seasonal football charge priority - pitch & changing room	906.95	943.23	each	4%
Seasonal football charge standard - pitch only	487.80	507.31	each	4%
Seasonal football charge standard - pitch and changing room	768.54	799.28	each	4%
Seasonal football charge general use - Sunday sides - pitch only	375.23	390.24	each	4%
Seasonal football charge general use - Sunday sides - pitch and changing room	519.72	540.51	each	4%
Football pitch hire aged 11-12 years	10.30	10.71	each	4%
Football pitch hire and changing rooms aged 11-12 years	17.05	17.73	each	4%
Football pitch hire aged 13-16 years	20.89	21.73	each	4%
Football pitch hire and changing rooms aged 13-16 years	31.83	33.11	each	4%
Rugby				
Pitch only (adult) (per match/pitch) summer and winter	42.83	44.54	each	4%
Pitch and 1 x changing (adult) (per all sports summer and winter)	60.19	62.60	each	4%
Changing room (all ages)	23.10	24.02	each	4%
Rugby - exclusive use pitch and changing	1,477.36	1,536.46	each	4%
Rugby - exclusive pitch only	1,283.57	1,334.91	each	4%
Rugby - standard pitch	487.92	507.44	each	4%
Rugby - standard pitch and changing	724.84	753.83	each	4%
Rugby pitch hire aged 11-12 years	10.30	10.71	each	4%
Rugby pitch hire and changing rooms aged 11-12 years	17.05	17.73	each	4%
Rugby pitch hire aged 13-16 years	20.89	21.73	each	4%
Rugby pitch hire and changing rooms aged 13-16 years	28.94	30.10	each	4%
Glan Usk				
Glan Usk Astro Juniors	27.74	28.85	each	4%
Glan Usk Astro Seniors	57.20	59.49	each	4%
Tennis courts - Tredegar Park (New charges)				
Annual Pass - student	N/A	39.00	Annual	N/A
Annual Pass - Family	N/A	19.00	Annual	N/A
Pay and Play	N/A	4.50	per hour	N/A

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Events				
Major Charitable Events - Price upon application Charity Events land hire (per day discretionary)	257.40	267.70	each	4%
Setup and Derig	367.95	382.67	each	4%
Fun fair 1-3 rides	367.95	382.67	each	4%
Fun fair 3 plus ride	612.70	637.21	each	4%
Outdoor cinema	490.60	510.22	each	4%
Catering/Commercial stall per trader	147.40	153.30	each	4%
Alcohol bar	1,226.50	1,275.56	each	4%
NCC Street Cleaning Service per day	371.80	386.67	each	4%
Major Commercial Events - Price upon application Commercial Events land hire (per day discretionary)	643.50	669.24	each	4%
Setup and Derig	619.30	644.07	each	4%
Fun fair 1-3 rides	495.00	514.80	each	4%
Fun fair 3 plus ride	619.30	644.07	each	4%
Outdoor cinema	619.30	644.07	each	4%
Catering/Commercial stall per trader	185.90	193.34	each	4%
Alcohol bar	2,475.00	2,574.00	each	4%
NCC Street Cleaning Service per day	371.80	386.67	each	4%
Low Key Community Events (no Income Generation (per day))	64.35	66.92	each	4%
Community Events Income Generation (per day)	124.30	129.27	each	4%
Catering/Commercial stall per trader (New)	N/A	64.00	each	N/A
Fun fair 1-3 rides/Inflatables (New)	N/A	64.00	each	N/A
Site clean up (if required) (New)	N/A	100.00	each	N/A
Land rental for car boot sales - location Tredegar park when available	321.20	334.05	each	4%
Lodges - Rental Costs				
Grove Park Lodge	658.90	685.26	per month	4%
Shaftesbury Park Lodge	660.00	686.40	per month	4%
Christchurch Cemetery Lodge	595.10	618.90	per month	4%
St.Woolos Cemetery Lodge	735.90	765.34	per month	4%
Belle Vue Park - top lodge	735.90	765.34	per month	4%
Belle Vue Park - Residential Lodge Rent	676.50	703.56	per month	4%
Filming				
Student Filming	0.00	0.00		
Independent Filiming (New)	N/A	93.60	per hour	N/A
Independent Filiming (New)	N/A	356.93	half day	N/A
Independent Filiming (New)	N/A	713.86	full day	N/A
Comercial Filming (New)	N/A	187.20	per hour	N/A
Commercial Filming	686.40	686.40	half day	0%
Commercial Filming	1,372.80	1,372.80	full day	0%
Displaying of Banners	28.60	28.60	display period	0%
CCTV for NCC clients		per SLA	per SLA	
CCTV for non-NCC clients		per contrac	per contract	
Environmental Health Advice and Training	Variable	Variable	per contract	

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Port Health Ship Sanitation Certificates				
Gross Tonnage				
Up to 1,000	As per APHA Board decision	As per APHA Board decision	per certificate	
1,001 to 3,000	As per APHA Board decision	As per APHA Board decision	per certificate	
3001 to 10,000	As per APHA Board decision	As per APHA Board decision	per certificate	
10,001 to 20,000	As per APHA Board decision	As per APHA Board decision	per certificate	
20,001 to 30,000	As per APHA Board decision	As per APHA Board decision	per certificate	
Over 30,000	As per APHA Board decision	As per APHA Board decision	per certificate	
With exception of vessels with capacity to carry between 50 and 100 persons	As per APHA	As per APHA	per certificate	
With exception of vessels with capacity to carry more than 1,000 persons	As per APHA	As per APHA	per certificate	
Extensions to Certificates	As per APHA Board decision	As per APHA Board decision	per certificate	
Tables and Chairs (Licence)				
Annual Fee	175.50	175.50	per licence	0%
4 chairs	64.50	64.50	per licence	0%
12 Chairs	99.50	99.50	per licence	0%
24 chairs	175.50	175.50	per licence	0%
24+ chairs	216.50	216.50	per licence	0%
smoking area	58.50	58.50	per licence	0%
change name on licence	29.00	29.00	per licence	0%

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Animal Establishment Licensing				
Application Audit Pre	50.00	50.00	per hour	0%
Audit Inspection				
Re Audit - In the event a licence is not issued following an audit the fee for an additional visit will be required.	50.00	50.00	per hour	0%
[a] Riding Establishments (Application Audit applies - see above)				
Up to 10 horses	138.00	143.52	per licence	4%
11 to 20 horses	169.00	175.76	per licence	4%
21 to 30 horses	181.00	188.24	per licence	4%
[b] Animal Boarding Establishments (Application Audit applies - see above)				
Pet Sitters	158.00	164.32	per licence	4%
Up to 25 animals	158.00	164.32	per licence	4%
25 to 50 animals	179.00	186.16	per licence	4%
Over 51 animals	210.00	218.40	per licence	4%
[c] Pet Shops (Application Audit applies - see above)				
	131.00	136.24	per licence	4%
[d] Dangerous Wild Animals (Application Audit applies - see above)				
	604.00	628.16	per licence	4%
[e] Dog Breeding Establishments (Application Audit applies - see above)				
	131.00	136.24	per licence	4%
[f] Zoo Licence (Application Audit applies - see above)				
	1,153.00	1,199.12	per licence	4%
<i>For [a] to [f] above, in addition to the licence fee, the licensee to pay the Council's veterinary fees. The fee is payable on application and is not refundable if a licence is not issued.</i>				
Stray Dogs Reclaiming Fees:				
Dogs reclaimed within 4 hours (New)	N/A	54.00	per dog	N/A
Dogs reclaimed after one day	104.00	108.16	per dog	4%
Dogs reclaimed after two day	120.00	124.80	per dog	4%
Dogs reclaimed after three day	137.00	142.48	per dog	4%
Dogs reclaimed after four day	151.00	157.04	per dog	4%
Dogs reclaimed after five day	168.00	174.72	per dog	4%
Dogs reclaimed after six overnight stays	183.00	190.32	per dog	4%
Dogs reclaimed after seven overnight stays	199.00	206.96	per dog	4%
Dogs reclaimed and staying with the kennels for an extended period (charge per night)	12.00	12.00	per dog	0%
<i>However there will be discretion given to the Kennels Officer on the level of charging due to unusual circumstances. Further, where the Council has found it necessary to pay for vet treatment, these fees should be passed on to the owner reclaiming the dog.</i>				
Dog re-homing fee	Variable		per dog	

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
[a] Ear piercing, acupuncture, electrolysis and Tattooing - Registration				
Premises	118.72	123.47	per registration	4%
Practitioners	118.72	123.47	per registration	4%
Replacement Certificates	29.68	30.87	per certificate	4%
Addition of new Procedure to existing Certificate	59.36	61.73	per certificate	4%
Temporary Premises for Public Event	82.15	85.44	per registration	4%
Temporary Practitioners for Public Event	40.81	42.44	per registration	4%
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Voluntary Surrender of Food Certificate	71.02 for first half hour and 71.02 for every additional half hour or part thereof plus VAT	73.86 for first half hour and 73.86 for every additional half hour or part thereof plus VAT	per certificate	4%
Collection and Disposal of Food (with or without agreement)	To be determined by cost of disposal and officer time	To be determined by cost of disposal and officer time	per disposal & hour	
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Food Hygiene Rating Scheme - Rescore Fee	180.00	180.00	per certificate/ abortive visit	0%
[c] Export Health Certificates				
Export Health Certificate - Food Safety (per certificate)	139.39	144.97	per certificate	4%
Local land searches/Environmental Information Regulations requests in respect of contaminated land etc. [other than those under the Local Land Charges Act 1975]	70.49 for first hour and 70.49 for each additional	73.31 for first hour and 73.31 for each additional	per hour	4%
UK Entrance Clearance - Premises Assessment				
Property inspection	229.90	239.10	per inspection	4%
Re-assessment for additional person (within 6 months)	117.70	122.41	per assessment	4%

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Works in Default - Administration fee	Fee charged by the contractor (ex.VAT) plus: 20% for fees up to £1,000 10% for fees £1,001+ *Fee charged by contractor plus "officer time" charge (up to a max. of the above charge) where RS Manager agrees defaulter has special circumstances.	Fee charged by the contractor (ex.VAT) plus: 20% for fees up to £1,000 10% for fees £1,001+ *Fee charged by contractor plus "officer time" charge (up to a max. of the above charge) where RS Manager agrees defaulter has special circumstances.		
Port Health – Water Sampling				
(i) Drinking water – Microbiological (First Sample) (Plus VAT)	122.65	127.56	per sample	4%
(ii) Drinking water – Microbiological (each subsequent sample) (plus VAT)	86.35	89.80	per sample	4%
(iii) Legionella water sample (first sample) (plus VAT)	145.75	151.58	per sample	4%
(iv) Legionella water sample (each subsequent sample) (plus VAT)	109.45	113.83	per sample	4%
Port Health – Organic Animal Feed and Food Import Certificate	45.00	45.00	National flat rate charge of £45	0%

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Sports Grounds General Safety Certificates				
General Safety Certificates	Cost recovery up to maximum of £500	Cost recovery up to maximum of £500	per certificate	0%
Special Safety Certificates for Sports Grounds	186.56	194.02	per certificate	4%
Street Trading				
City centre pitch - application fee (monthly)	64.89	67.49	per licence	4%
City centre pitch - application fee (quarterly/full year)	196.56	204.42	per licence	4%
License fee (daily) - static trader	59.28	61.65	per licence	4%
License fee (weekly) - static trader	118.56	123.30	per licence	4%
License fee (monthly) - static trader	328.64	341.79	per licence	4%
License fee (quarterly) - static trader	460.72	479.15	per licence	4%
License fee (full year) - static trader	1,052.48	1,094.58	per licence	4%
City centre pitch - license fee (full year) - static trader	3,289.52	3,421.10	per licence	4%
License fee (daily) - mobile trader	59.28	61.65	per licence	4%
License fee (weekly) - mobile trader	118.56	123.30	per licence	4%
License fee (monthly) - mobile trader	155.53	161.75	per licence	4%
License fee (quarterly) - mobile trader	196.56	204.42	per licence	4%
License fee (full year) - mobile trader	394.16	409.93	per licence	4%
Taxi Licensing Fees				
Vehicles - less than 5 years	83.00	83.00	per licence	0%
Vehicles – more than 5 years, less than 10	114.00	114.00	per licence	0%
Vehicles – over 10 Years	166.00	166.00	per licence	0%
Drivers 3 year	249.00	249.00	per licence	0%
Driver instalments	83.00	83.00	per licence	0%
Operators 1-9 vehicles	1,000.00	1,000.00	per licence	0%
Operators 10-19 vehicles	1,500.00	1,500.00	per licence	0%
Operators 19-35 vehicles	2,000.00	2,000.00	per licence	0%
Operators 35+ vehicles	2,500.00	2,500.00	per licence	0%
Replacement rear plate	19.00	19.00	per item	0%
Replacement internal plate	12.00	12.00	per item	0%
Replacement licence	6.00	6.00	per licence	0%
Replacement bracket	13.00	13.00	per item	0%
Replacement Badge	19.00	19.00	per item	0%
Transfer Plate	65.00	65.00	per item	0%
Change of vehicle	115.00	115.00	per licence	0%
Knowledge test	65.00	75.00	per test	15%
Scrap Metal				
Site Licence	524.16	545.13	per licence	4%
Variation of licence	59.28	61.65	per licence	4%
Collectors licence	341.12	354.76	per licence	4%

Appendix 5 – Fees & Charges

Income Source	23-24 Charge (exc VAT) £	24-25 Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Private Water Supplies				
Risk Assessment (each assessment) - Up to 3 hours	£189.00 for up to 3 hours plus £63.00 for each additional hour or	£189.00 for up to 3 hours plus £63.00 for each additional hour or	per assessment	0%
Sampling (each visit)	£100*	£100*	per sample	0%
Investigation (each investigation)	£100* plus the analysis cost	£100* plus the analysis cost	per investigation	0%
Grant of an authorisation (each authorisation)	£100*	£100*	per authorisation	0%
Analysis (taken under regulation 10)	£25*	£25*	per analysis	0%
Analysis (taken during check monitoring)	Analysis cost up to £100*	Analysis cost up to £100*	per analysis	0%
Analysis (taken during audit monitoring))	Analysis cost up to £500*	Analysis cost up to £500*	per analysis	0%
<i>* Maximum permitted by regulation</i>				
Fireworks - all year sales licence (set at statutory maximum)	500.00	500.00	per licence	0%