

**EASTRENFREWSHIRE COUNCIL****CABINET****14 December 2023****Report by Head of Accountancy (Chief Financial Officer)****SUMMARY OF DEPARTMENTAL CHARGING PROPOSALS FOR 2024/25****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 approve all new charges being proposed and all changes to the current charging structure.

**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 are currently no charges being made.
4. An in-depth review of each charge is only required on a rolling three year basis, involving full benchmarking, consultation 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. The anticipated inflation rate for 2024/25 is provided by the Council's treasury advisors and for the current exercise the inflation rate used is 4.4%, 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.
6. Detailed departmental proposals are set out in the attached Annexes.

**FINANCE AND EFFICIENCY**

7. The impact of the proposed fees and charges will be taken into account in the preparation of the revenue budget for 2024/25.

**PARTNERSHIP WORKING**

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

**IMPLICATIONS OF THE RECOMMENDATIONS**

9. A summary of the implications of the attached reports is as follows:

**EDUCATION (Annex A)**

10. For school meals it is proposed to retain the current charge of £3.40 for meals purchased by parents who choose to take additional Early Learning and Childcare (ELC) above the statutory entitlement. For both Primary & Secondary Schools, the proposal is to increase charges by 4.4% which represents a 10p increase to £2.50 and £2.70 respectively. Additional income generated is projected to be £54,000 in 2024/25 and £13,000 in 2025/26.

11. Proposed increases are recommended for ELC Add-Ons of 4.4% from between £3.40 and £5.00 to between £3.55 to £5.20, depending on age and recognizing differing staffing ratios required. It is anticipated that the additional charges will help the Department to close the current gap on their budgeted income level.
12. There are also proposed inflationary increases of 4.4% recommended in respect of charges for Membership of Choral Groups and Singing, Games and Rhymes – whilst retaining sibling discounts. Based on current demands this is likely to generate additional income of £700 in 2024/25.
13. Charges for School Transport are proposed to be increased by inflation. It is anticipated that this increase will not allow the current income target to be achieved, however the financial pressure should be reduced.
14. 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.
15. It is anticipated that the increase in charges for the Education Department, will generate savings £54,700 in 2024/25.

## **HEALTH AND SOCIAL CARE PARTNERSHIP (Annex B)**

16. With the exception of those charges that are set nationally, the HSCP propose to increase existing charges in line with the rate of inflation, 4.4%. This would generate additional income of £42,000 for the Integration Joint Board (IJB), based on the current income budget.
17. The IJB working group on income generation continues to meet, therefore there is a possibility of further proposed charges and where any of these relate to care, this will be linked, as with existing charges, to the ability to pay.

## **ENVIRONMENT (Annex C & Appendix (1))**

18. The Environment Department proposes to increase most charges by 4.4%, in line with inflation. Some charges will be based on staff hourly rates and several in-depth reviews are currently ongoing.
19. New Charges are also proposed for Skin Piercing and Tattooing Licence Inspection, which will be based on officer hourly rates and Short Term lets - Temporary Exemption Licence Fee: the charge for which will be subject to a separate Cabinet paper.
20. It is anticipated that the inflationary increase in charges will generate additional income of £16,000.

## **BUSINESS OPERATIONS & PARTNERSHIPS (Annex D)**

21. Statutory fees for Registration Services are set by National Records of Scotland in November each year and the Department of Business Operations & Partnerships proposes to increase all non-statutory fees and charges by 4.4% in 2024/25, in line with inflation, producing additional income of £2,400.
22. 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**

23. The Chief Executive's Office do not propose an increase to charges relating to licensing as the current charge is sufficient to cover the related costs.

**CONCLUSION**

24. All service areas have undertaken a review of charges for services in 2023/24 and full reports are attached. Income that will be generated by departments, in total, will increase by £73,100 for the Council as a result of these reviews.

**RECOMMENDATIONS**

25. It is recommended that members approve all new charges being proposed and all changes to the current charging structure.

**REPORT AUTHOR**

Head of Accountancy - Margaret McCrossan

Chief Accountant - Barbara Clark Tel. 0141 577 3068      [Barbara.Clark@eastrenfrewshire.gov.uk](mailto:Barbara.Clark@eastrenfrewshire.gov.uk)

Report date    20th October 2023

BLANK PAGE

**EAST RENFREWSHIRE COUNCIL****CABINET****14 December 2023****Report by Director of Education****CHARGING FOR SERVICES 2024/2025****PURPOSE OF REPORT**

1. The purpose of this report is to advise the Cabinet of the outcome of the charging for services exercise carried out within the Education Department and to submit for approval the proposed fees and charges for 2024/2025.

**RECOMMENDATIONS**

2. The Cabinet is asked to approve the following recommendations:

- **Service Area 1 - Catering Service – School and Early Years Meals**  
To retain charges for early years' meals at current level and apply inflationary uplifts to the meal charges within primary and secondary schools.
- **Service Area 2 – Add On Sessions (Early Learning and Childcare)**  
To apply an inflationary uplift to all charges.
- **Service Area 3 – Instrumental Music Service**  
To apply an inflationary uplift to charges for membership of choral groups and the Singing, Games and Rhymes programme
- **Service Area 4 – Provision for Pupils with Additional Support Needs who reside outwith the Authority**  
Revised charge to be set for 2024/25 following consideration of 2023/24 outturn.
- **Service area 5 - School Transport – Privilege Place**  
To apply an inflationary uplift to charges for Privilege Places on school transport.

**IMPACT OF CHARGES FOR 2023/2024**

3. Inflationary uplifts were applied to most chargeable services within education at the start of the new academic session. The main impacts on income levels to date are summarised below :-

- Whilst school meal uptake remains lower than the period before the pandemic and the rollout of stricter food regulations, initiatives such as taster sessions and wider pupil engagement have had a positive impact on uptake within the secondary sector. This is

evidenced by an increase of 10% in the uptake of paid meals compared to the same period last year despite the 8.3% price increase.

- Overall meal uptake in ERC across primary and secondary sectors continues to compare very favourably against national data with the 2023 School Healthy Living Survey statistics showing uptake of free and paid for meals at 83% in the primary sector (highest in Scotland) compared with a national average of 63.1%. For the secondary sector uptake is 56.1% (highest mainland Scotland) compared to a national average of 39%.
- To date there is no evidence that the increase in prices for ELC 'add-on' hours, both for those aged 3-5 and those aged under 3, has negatively impacted on demand for these services. In response to feedback from parents/carers, the facility to purchase guaranteed full-time provision and early access to 1,140 hours for 3 year olds (subject to spaces/staffing ratio limitations) has been introduced since August 2023. These options have proved popular with 78 full time places sold and 115 early access places sold for this session. The facility to purchase additional hours on a more ad hoc basis also remains available again where staffing/capacity allows.

#### **DEPARTMENTAL OBJECTIVES FOR CHARGING**

4. The majority of remaining charges for Education services are set to recover part costs in recognition of the links to local and national policy priorities/legislation.

#### **SERVICES REVIEWED & PROPOSED CHARGES FOR 2024/2025**

5. The services reviewed and recommendations for 2024/25 are summarised in the table below. Further information on each service area is available for scrutiny on request.

6. Where relevant, inflationary uplifts have been applied using the corporately agreed inflation figures of 10.2% for 2023/24 and 4.4% for 2024/25.

7. A summary of the department's concessions and discounts is also available for scrutiny on request.

8. In the table below, the following codes are used to denote the Charging Classification and Policy for 2024/2025 in respect of each service area:

9.

##### Classification:

- i. To accord with policy/strategy
- ii. Market based charge
- iii. Statutory charge

##### Charging Policy:

- a) Charge to recover full cost
- b) Charge to recover part cost
- c) Charge to support delivery of Council services
- d) Charges which are nationally prescribed
- e) Charges to recover marginal cost

Service	Current Charge 2023/2024	Proposed Charge 2024/2025	Charge Classification 2024/25	Charging Policy 2024/25	Recommendation
1. Catering Service – School and ELC Meals	Early Years – £3.40 Primary – £2.40 Secondary - £2.60	Early Years – £3.40 Primary – £2.50 Secondary - £2.70	(i) To accord with policy / strategy	(a) charge to recover full cost for early years  (b) Charge to recover part costs (primary/ secondary )	To retain charge at current level for ELC meals.  To increase charges for primary and secondary meals by inflation (average cost recovery rate of 65%)
2. Add-On ELC Sessions (formerly known as wraparound)	Equivalent to the following rates per hour to access sessions available per setting :- 3-5 year olds - £3.40 2 year olds - £4.20 0-2 year olds - £5.00	Equivalent to the following rates per hour to access sessions available per setting :- 3-5 year olds - £3.55 2 year olds - £4.40 0-2 year olds - £5.20	(i) To accord with policy / strategy	(b) Charge to recover part cost	To increase charges by inflation with an average direct cost recovery rate of 52%
3. Instrumental Music Service	No charge for instrumental music per Scottish Government policy commitment;  Membership of choral groups: £85  Singing Games and Rhymes (P2 & P3): £145 per year	No charge for instrumental music per Scottish Government policy commitment;  Membership of choral groups: £90 average  Singing Games and Rhymes (P2 & P3) : £150 per year	(i) To accord with policy / strategy	(b) Charge to recover full costs and support delivery of council services	To increase charges for Membership of choral groups and Singing, Games and Rhymes by inflation.
4. Provision for Pupils with Additional Support Needs who reside outwith the authority	Annual charge per full time place :- Carlibar Communication Centre £28,462; Williamwood Communication Support Service £21,759; Isobel Mair School £33,931 Isobel Mair Family Centre £36,245; Carlibar PSADU £14,230	Revised charge to be set for 2024/2025 following consideration of 2023/2024 outturn.	(i) To accord with policy / strategy	(a) Charge to recover full cost	Revised charge to be set for 2024/2025 following consideration of 2023/2024 outturn.
5. School Transport – Privilege Place	£3.00 per day, £1.50 per single journey	£3.10 per day, £1.55 per single journey	(i) To accord with policy / strategy	(c) Charge to support delivery of council services	To increase the charges by inflation

## IMPLICATIONS OF THE PROPOSALS

10. As has been previously highlighted, current Scottish Government policy restricts the extent to which charges for services within education can be considered. For services where charges continue to be levied, there remains a tension between maximising income and discouraging demand. This, as well as the ongoing cost of living challenges, has been taken into account in the recommendations made.

The key implications for these services are forecast as follows.

### Catering Services – School and ELC Meals

The proposed increase reflects increasing staff and food costs as well as the ongoing wider financial challenges facing the council. The scale of the recommended increase takes into account the cost of living impact on families as well as recognising prices for school meals have already been subject to around a 20% increase since 2019/20. Changes in food regulations over recent years continue to present challenges in terms of finding compliant menu options which appeal to young people. The service also continues to face significant recruitment and retention challenges which inevitably has a negative impact on service provision and when setting prices for meals within the secondary sector we need to be mindful of the range of alternative, often less healthy, lunch options available elsewhere.

The department and schools continue to offer support to families by promoting the uptake of free school meals to eligible families as well as considering any other support that can be offered to individual families experiencing particular financial hardship. Following Cabinet approval in January 2023 a total of £42,133 of school meal debt has been written off to date and a review of current school meal debt management procedures is ongoing.

Given the expansion of universal free school meals within the primary sector, paid meals only now applies to P6 and P7. Full rollout of universal free school meals to these stages is still expected before the end of the current parliamentary term in May 2026.

### Add On Sessions (Early Learning and Childcare)

11. An inflationary uplift is again proposed given this service is offered as additionality to the statutory entitlement of 1,140 hours free early learning and childcare and the wider financial challenges faced by the council.

12. If approved, the latest uplift would represent an average cumulative increase of 95% since 2021/22 when the charge across all age groups was £2.25 per hour. The proposed charges would still be highly subsidised in order to ensure ongoing support for parents/carers.

13. Benchmarking data suggests that the proposed charges for 3-5 year olds, for example, would still be lower than neighbouring authorities and funded providers in the private and voluntary sector. These competitive rates, along with the plans to increase the availability of full-time places going forward, is expected to bring income levels closer to the ambitious income target set for this service area.

## FINANCIAL AND EFFICIENCY

14. The impact of the proposals noted have been taken into account in the preparation of revenue budgets for 2024/25.



## CONSULTATION

15. Consultation is undertaken with various stakeholders in a number of service areas, for example:

The Children and Young People (Scotland) Act 2014 requires local authorities to consult on ELC every 2 years and prepare a delivery plan in response to the consultation exercise. The ability to secure full time provision when applying for an early years place (subject to capacity/staffing) was introduced from August 2023 in response to feedback from the last survey in October 2023.

Consultation with school meals service users takes place regularly to inform menu planning and service delivery. For example, Free Food Friday has been introduced in September 2023 utilising food left over in response to pupils concerns around food waste and sustainability. Our youngest children in early years also take part in consultation using tokens to vote for favourite menu choices. Digital surveys are also used to consult with parent/carers and head teachers around school meals.

## RECOMMENDATIONS

16. The Cabinet is asked to approve the following recommendations:

- Service Area 1 - Catering Service – School and Early Years Meals  
To retain charges for early years' meals at current level and apply inflationary uplifts to the meal charges within primary and secondary schools.
- Service Area 2 – Add On Sessions (Early Learning and Childcare)  
To apply an inflationary uplift to all charges.
- Service Area 3 – Instrumental Music Service  
To apply an inflationary uplift to charges for membership of choral groups and the Singing, Games and Rhymes programme
- Service Area 4 – Provision for Pupils with Additional Support Needs who reside out with the Authority  
Revised charge to be set for 2024/25 following consideration of 2023/24 outturn.
- Service area 5 - School Transport – Privilege Place  
To apply an inflationary uplift to charges for Privilege Places on school transport.

Mark Ratter  
Director of Education  
14 December 2023

Convener Contact Details  
Councillor Anderson, Convener for Education, Culture and Leisure  
Tel: 07341 640 825  
Tel: 0141 577 3107  
Email: [andrew.anderson@eastrenfrewshire.gov.uk](mailto:andrew.anderson@eastrenfrewshire.gov.uk)

Local Government Access to Information Act 1985

Report Author  
Mary Docherty, Education Resources Senior Manager  
Tel: 0414 577 3314  
[mary.docherty@eastrenfrewshire.gov.uk](mailto:mary.docherty@eastrenfrewshire.gov.uk)

BLANK PAGE

EAST RENFREWSHIRE COUNCILCABINET14 December 2023Report by Chief Officer – Health and Social Care PartnershipHEALTH AND SOCIAL CARE PARTNERSHIP -  
CHARGING FOR SERVICES 2024/25**PURPOSE OF REPORT**

1. To update Cabinet on the proposed charges within the Health and Social Care Partnership (HSCP) for financial year 2024/25.

**RECOMMENDATION**

2. The Cabinet is asked to:

- (a) Note this update on charging within the HSCP;
- (b) Agree the proposed increase to existing charges; and
- (c) Agree to receive further proposals out with the annual reporting cycle subject to the outcome of a Short Life Working Group within the Integration Joint Board.

**BACKGROUND**

3. This report is produced annually and identifies the proposed charging increases for 2024/25. The legislation supporting the integration of health and social care determines that the authority and approval for setting charges for social care remains with the Council, this function was not delegated to the Integration Joint Board.

4. The Integration Joint Board received this charging report at its meeting on 27<sup>th</sup> September 2023 and agreed to remit the 2024/25 charging increases to Cabinet for approval.

**REPORT**

5. The standard rate of inflation, identified as part of the Council process, of 4.4% is the basis of increase to the existing charges within the HSCP. As with prior years this has been rounded up or down to the nearest £0.05. The proposed treatment of each existing charge is set out below:

Service	2023/24	Proposed Change - Inflation (increase by)	2024/25	Percentage Recovery, Full Cost recovery or Prescribed Charge
	Charge		Proposed Charge - Inflation	
	£	£	£	
Community Alarms (per week)	3.1	0.15	3.25	24%
Meals 2 courses	5.5	0.24	5.74	Full Cost Recovery

Meals 3 courses	5.7	0.22	5.92	Full Cost Recovery
Room Hire (per day)	7.8	0.39	8.19	Nominal Contribution to costs
Day care Charges to Other Local Authorities (per day)	137.6	6.08	143.68	Full Cost Recovery - no charges at present
Blue Badges (per application)	20	No change proposed	No change proposed	Prescribed Charge
Bonnyton Residential Care (per week)	874.3	38.51	912.81	21%
Inclusive Support Holiday Programme (per day)	42.7	1.91	44.61	14%

6. The proposed charges represent a continued increase for individuals, Bonnyton House in particular, however there will be some mitigation as a financial assessment will determine the ability to pay.

7. The proposed contribution level for Individual Budgets was previously agreed at 5% of the chargeable element of the budget. Where an individual budget is in place the contribution will supersede any charge for individual aspects of a care package listed above. This was not implemented pre pandemic and the review of the Individual Budget calculator was postponed during the pandemic. This is currently being considered by a Short Life Working Group within the IJB along with any other options to generate income from charging, given the pressures facing health and social care.

8. In the event that this work is not concluded prior to the annual meeting of Cabinet to agree charging levels for 2024/25 the IJB respectfully requests that Cabinet considers receiving a report out with the annual reporting cycle.

9. The HSCP has a non-residential care charging policy in place to support the charges above. This was reviewed and agreed by the IJB at its meeting on 27<sup>th</sup> September 2023.

## **FINANCE AND EFFICIENCY**

10. All financial issues are included in the report above, in relation to existing charges. The proposed increase to these charges, as set out in the table above, could generate a potential £42,000 income when the uplifts are applied to income budgets; in real terms the income achieved may be lower as this will be linked to the ability to pay and is also dependent on service delivery and demand, particularly as we evolve away from building based models of care.

## **CONSULTATION**

11. A full consultation exercise and equalities impact assessment were undertaken prior to implementation of the Individual Budget proposals, however any revision to the calculator and the implementation of the contribution will require a further equalities impact assessment. Further consultation will be needed with a range of stakeholders.

## **PARTNERSHIP WORKING**

12. The setting of fees and charges remains a responsibility of East Renfrewshire Council under the legislation.

## **IMPLICATIONS OF THE PROPOSALS**

13. A full equalities impact assessment was undertaken as part of the development of the

Individual Budget implementation. However this will require review in the event of change.

14. There are no implications in relation to staffing, property, legal, sustainability or IT as part of this paper.

## CONCLUSIONS

15. The proposed increases to existing charges are in line with inflation however there needs to be recognition that the income that may be generated is subject to the ability to pay, through financial assessment.

16. The changing service delivery models will also impact on areas such as charges for meals and charges to other local authorities for day services as we move to community based service and support.

## RECOMMENDATIONS

17. The Cabinet is asked to:

- (a) Note this update on charging within the HSCP;
- (b) Agree the proposed increase to existing charges; and
- (c) Agree to receive further proposals out with the annual reporting cycle subject to the outcome of a Short Life Working Group within the Integration Joint Board.

## REPORT AUTHOR

Lesley Bairden, Head of Finance and Resources (Chief Financial Officer)

[Lesley.Bairden@eastrenfrewshire.gov.uk](mailto:Lesley.Bairden@eastrenfrewshire.gov.uk)

0141 451 0749

Chief Officer, IJB: Julie Murray

## BACKGROUND PAPERS

IJB 21.09.2022 – Charging for Services

[https://www.eastrenfrewshire.gov.uk/media/8152/IJB-Item-10-21-September-2022/pdf/IJB\\_Item\\_10\\_-\\_21\\_September\\_2022.pdf?m=637983202026730000](https://www.eastrenfrewshire.gov.uk/media/8152/IJB-Item-10-21-September-2022/pdf/IJB_Item_10_-_21_September_2022.pdf?m=637983202026730000)

IJB 25.11.2021 – HSCP Charging for Services

[https://www.eastrenfrewshire.gov.uk/media/7119/Cabinet-item-11-ii-25-November-2021/pdf/Cabinet\\_item\\_11ii\\_-\\_25\\_November\\_2021.pdf?m=637723135855770000](https://www.eastrenfrewshire.gov.uk/media/7119/Cabinet-item-11-ii-25-November-2021/pdf/Cabinet_item_11ii_-_25_November_2021.pdf?m=637723135855770000)

IJB 25.09.2020 – Charging for Services 2020/21

[https://www.eastrenfrewshire.gov.uk/media/3202/Integration-Joint-Board-Item-11-23-September-2020/pdf/Integration\\_Joint\\_Board\\_Item\\_11\\_-\\_23\\_September\\_2020.pdf?m=637354314865830000](https://www.eastrenfrewshire.gov.uk/media/3202/Integration-Joint-Board-Item-11-23-September-2020/pdf/Integration_Joint_Board_Item_11_-_23_September_2020.pdf?m=637354314865830000)

IJB 26.06.2019 - Individual Budget Update

[https://www.eastrenfrewshire.gov.uk/media/2262/Integration-Joint-Board-Item-11-26-June-2019/pdf/Integration\\_Joint\\_Board\\_Item\\_11\\_-\\_26\\_June\\_2019.pdf?m=637351721070000000](https://www.eastrenfrewshire.gov.uk/media/2262/Integration-Joint-Board-Item-11-26-June-2019/pdf/Integration_Joint_Board_Item_11_-_26_June_2019.pdf?m=637351721070000000)

IJB 27.06.2018 - Individual Budgets Self Directed Support Update

CABINET 28.11.2019 - HSCP Charging for Services

[https://www.eastrenfrewshire.gov.uk/media/2157/Cabinet-Item-03-v-28-November-2019/pdf/Cabinet\\_Item\\_03v\\_-\\_28\\_November\\_2019.pdf?m=637350899335870000](https://www.eastrenfrewshire.gov.uk/media/2157/Cabinet-Item-03-v-28-November-2019/pdf/Cabinet_Item_03v_-_28_November_2019.pdf?m=637350899335870000)

CABINET 30.11.2017 - HSCP Charging for Services

[https://www.eastrenfrewshire.gov.uk/media/3279/Cabinet-Item-07-v-30-November-2017/pdf/Cabinet\\_Item\\_07v\\_-\\_30\\_November\\_2017.pdf?m=637383706570130000](https://www.eastrenfrewshire.gov.uk/media/3279/Cabinet-Item-07-v-30-November-2017/pdf/Cabinet_Item_07v_-_30_November_2017.pdf?m=637383706570130000)



EAST RENFREWSHIRE COUNCILCABINET14 December 2023Report by Director of EnvironmentCHARGING FOR SERVICES 2024-25**PURPOSE OF REPORT**

1. The purpose of this report is to advise the Cabinet of the outcome of the charging for services exercise carried out within the Environment Department and to submit for approval the proposed fees and charges for 2024/25.

**RECOMMENDATIONS**

2. Cabinet is asked to approve:

(a) New charges being applied to the services noted below:-

- Skin Piercing and Tattooing Licence Inspection
- Storage Costs for Homeless Residents

(b) An increase of 4.4% is applied to the services noted in Appendix 1 Section 2 "Proposed New Fees and Charges".

(c) An increase in charges by more than 4.4%, as these are determined by actual officer's hourly rate or a % of overall charge for work undertaken for the following services.( Appendix1 Section 3)

- Animal Health Licensing
- Environmental Health charge for events inspections
- Pest Control Treatments - not part of contract
- Arranging Housing & Public Health Enforcement Works
- Recharge of damage repairs caused by Housing tenants
- Events in Parks & Cemeteries
- Filming in Parks, Cemeteries and Roads
- Hire of Events Litter Squad
- Dangerous Buildings Recharge - Admin Fee

(d) No change to fees and charges for the service noted below:

- Short Term Let Licensing

In addition, Cabinet is asked to note:

(e) New charges were raised during 2023 out with this process for the services noted below:

- Additional Garden Waste Permit and Bin

- Christmas Tree Uplift (for non-permit holders)
- (e) Nationally prescribed charges set by the Scottish Government and Vehicle & Operator Services Agency (Appendix 1 Section 6) for the following services:
- Planning applications
  - Certificates of lawful use or development
  - Building warrant applications
  - Application for private landlord registration
  - MOT testing
  - Trading Standards petroleum and explosives storage licenses
- (f) The removal of charges for the following services:
- Outdoor Sports Pitches Bookings (Service transferred to ERCLT)
  - Cubic Ballast Measurement

## BACKGROUND AND REPORT

3. This year it has been recommended that services consider applying an increase of 4.4% for year 2024/25 to reflect projected inflationary pressures.

4. The department currently raises a number of statutory and non-statutory charges relating to services delivered by the following sections:

- Building Standards
- Development Management
- Environmental Health
- Housing
- Neighbourhood Services
- Roads
- Trading Standards

5. A complete list of fees and charges raised by the Environment Department are contained within Appendix 1.

6. As part of the review to fees and charges process for 2024/25 the department was required to establish the percentage of service cost recovered through charging. The large number of fees charged by the department and the availability of resource to establish and or verify baseline costs means that the percentage recovered figure is not available for all services. Dependant on the availability of resource the department will aim to identify baseline cost and thereafter percentage cost recovered during year 2024/25 prioritising services that raise most income.

7. It has been recommended by Trading Standards Service that the charge for Cubic Ballast measurement be removed. This is a service that is no longer provided. There will be little or no impact on income.

8. During 2023 the Outdoor Sports Pitches Service transferred from Neighbourhood Services to the East Renfrewshire Community and Leisure Trust and therefore that services fees and charges have been removed.



9. As it is only year two of Short Term Letting Licensing fee, it is recommended that there is no increase to the charges applied to this service.

10. The Civic Government (Scotland) Act 1982 requires that a license to carry out the business of skin piercing and tattooing is obtained. It is recommended that a new charge (Appendix 1 Section 1) be raised to cover officer time in the processing of Skin Piercing and Tattoo license applications. The application, and level, of this charge is in line with other neighbouring Local Authorities.

13. With the increase in the number of homeless applications, there is an increase in the number of households assisted with the storage of furniture. The proposal is to recharge the household via the development of a recharge policy. The Council will continue to pay all upfront costs and recoup via individual affordable payment plans.

14. The cost of providing temporary accommodation has risen considerably in recent years and while there was a recent rent charge increase, this did not rise at a rate to cover the cost of the provision. An analysis of the cost to the Council in regards to providing temporary accommodation indicates that a further increase is required in order to meet service expenditure. The fee charged excludes the Council Tax charge which the Homelessness Service currently pay. It is proposed that Council Tax charge liability be moved from the Homelessness Service and the tenant will be liable for these charges. Many of these tenants will be eligible for Council Tax benefit.

15. Neighbourhood Services introduced two new chargeable services during the year as part of budget considerations for 2023/34. Firstly, the opportunity was offered to residents to purchase a second garden waste permit and second bin where required, secondly a Christmas tree uplift service, for residents without a garden waste permit was introduced. These are now included in the appendix with other charges to be considered for inflationary price increases.

15. The codes noted below and in Appendix 1 are used to denote the Charging Classification and Policy for 2024/25 in respect of each service area:

Classification:

- i) To accord with policy/strategy
- ii) Market-based charge
- iii) Statutory charge

Charging Policy:

- a) charge to recover full cost
- b) charge to recover specific part cost (e.g. all direct costs)
- c) charge to make contribution to service revenue
- d) charges which are nationally prescribed

## **FINANCE AND EFFICIENCY**

16. The impact of the proposed fees and charges on levels of use, and levels of income, will be taken into account in the preparation of revenue budgets for 2024/25.

## **CONSULTATION**

17. This report has been prepared in consultation with the Accountancy Section and where appropriate benchmarking was carried out to compare costs of services provided by other Councils and the private sector.

### **PARTNERSHIP WORKING**

18. There was no partnership working associated with this report.

### **IMPLICATIONS OF THE PROPOSALS**

#### **Equalities**

19. Where appropriate, an equality impact assessment has been carried out and there are no equality implications in relation to the proposed charges for service provided by the department.

### **CONCLUSIONS**

20. This report concludes the end of the 2024/25 fees and charges review process. The Environment Department has considered the range of fees and charges levied and applied where appropriate the Council's recommended 4.4 % rise that accommodates the predicted impact of inflationary pressures on services during 24/25. The report also demonstrates the department's willingness to recoup the actual cost of officer's time in processing applications and delivering services by applying an officer's hourly rate as a charge where this is appropriate. The review process also offers the department the opportunity to consider where appropriate applying new charges to support the delivery of council services without unduly impacting uptake of services delivered. Finally, the process gives the department the opportunity to remove charges where levying them is no longer appropriate or when the service is no longer delivered.

### **RECOMMENDATIONS**

21. Cabinet is asked to approve:

(a) New charges being applied to the services noted below:-

- Skin Piercing and Tattooing Licence Inspection
- Storage Costs for Homeless Residents

(b) An increase of 4.4% is applied to the services noted in Appendix 1 Section 2 "Proposed New fees and Charges".

(c) An increase in charges by more than 4.4%, as these are determined by actual officer's hourly rate or a % of overall charge for work undertaken for the following services.( Appendix1 Section 3)

- Animal Health Licensing
- Environmental Health charge for events inspections
- Pest Control Treatments - not part of contract
- Arranging Housing & Public Health Enforcement Works
- Recharge of damage repairs caused by Housing tenants
- Events in Parks & Cemeteries
- Filming in Parks, Cemeteries and Roads
- Hire of Events Litter Squad

- Dangerous Buildings Recharge - Admin Fee

(d) No change to fees and charges for the service noted below:

- Short Term Let Licensing

In addition, Cabinet is asked to note:

(e) New charges were raised during 2023 out with this process for the services noted below:

- Additional Garden Waste Permit and Bin
- Christmas Tree Uplift

(e) Nationally prescribed charges set by the Scottish Government and Vehicle & Operator Services Agency (Appendix 1 Section 6) for the following services:

- Planning applications
- Certificates of lawful use or development
- Building warrant applications
- Application for private landlord registration
- MOT testing
- Trading Standards petroleum and explosives storage licenses

(f) The removal of charges for the following services:

- Outdoor Sports Pitches Bookings (Service transferred to ERCLT)
- Cubic Ballast Measurement

Director of Environment

Convener contact details

Councilor Danny Devlin  
(Convener for Environment and Housing)

Home: 0141 580 0288  
Office: 0141 577 3107/8

13<sup>th</sup> November 2023

BLANK PAGE

## APPENDIX 1

## SECTION 1 - PROPOSED NEW FEES AND CHARGES

Service	Section	Current Charge 2023/24	Additional Charge Information	Recommended Charge 2024/25	Charge Status	Charge Classification	Costs fully or partially covered by fee	If partial what % is covered	Recommendation
Skin Piercing and Tattooing Licence Inspection	Environmental Health	n/a	£147.73 represents 2 hours of officer's time 23/24	Increase by hourly rate when agreed	New Charge	iii/d	Cost Partially Covered	Not Available	New charge for work carried out as part of statutory consultation for Legal and SPTL licencing is recommended. 24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Storage cost for homeless residents	Housing	n/a	We currently pay all the costs associated with the costs of storing good. The duty is statutory however reasonable charges can be made.	Various	New Charge	i/a and ii/a	Cost Fully Covered		Recommendation is to continue to pay all upfront costs and develop individual payment plans based on affordability.

## SECTION 2 – PROPOSED 4.4% INCREASE IN CHARGES

Service	Section	Current Charge 2023/24	Additional Charge Information	Recommended Charge 2024/25	Charge Status	Charge Classification	Costs fully or partially covered by fee	If partial what % is covered	Recommendation
Environmental Health Animal Health Licensing - (Deer) Scotland Act 1996 Venison Dealers Licence	Environmental Health	£59.10		£61.70	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Animal Health Licensing - Dangerous Wild Animals Act 1976	Environmental Health	£240.60	Plus Vet Fees	£251.20	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Animal Health Licensing - Zoo Licensing Act 1981	Environmental Health	£481.00	Plus Vet Fees	£502.20	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Animal Health Licensing - Riding Establishments Act 1964/76	Environmental Health	£255.25	Plus Vet Fees	£266.50	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Animal Health Licensing - Performing Animals Act 1925	Environmental Health	£160.10	Plus Vet Fees if required	£167.15	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Immigration Control Certificate	Environmental Health	£105.90		£110.60	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Immigration Control Certificate	Environmental Health	£49.90	where copy certificated required within 1 year of inspection being carried out	£52.10	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Mice (includes 3 visits)	Environmental Health	£94.90		£99.10	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Rats (includes 3 visits)	Environmental Health	£94.90		£99.10	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Squirrels (includes 3 visits)	Environmental Health	£94.90		£99.10	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Wasp nest treatment	Environmental Health	£58.60		£61.20	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Ants	Environmental Health	£36.50		£38.10	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Flying Ants	Environmental Health	£48.70		£50.85	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Pest Control Treatments - Flying Ants - Additional Visit	Environmental Health	£30.45		£31.80	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Fleas(includes 2 visits)	Environmental Health	£97.30		£101.60	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Fleas - Additional Visit	Environmental Health	£30.45		£31.80	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Fruit Flies/sewerage flies	Environmental Health	£36.50		£38.10	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Fruit/Sewerage flies - Additional Visit	Environmental Health	£30.45		£31.80	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Cockroaches (includes 3 visits)	Environmental Health	£219.55		£229.20	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Cockroaches - Initial survey required	Environmental Health	£25.00		£26.10	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Cockroaches - Recall visit – Prior approval from Environmental Health required	Environmental Health	£73.00		£76.20	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Bed Bugs (includes 3 visits)	Environmental Health	£219.55		£229.20	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Pest Control Treatments - Bed Bugs - Initial survey required	Environmental Health	£25.00		£26.10	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Bed Bugs - Recall visit – Prior approval from Environmental Health required	Environmental Health	£73.00		£76.20	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Silver fish	Environmental Health	£36.50		£38.10	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Silver fish - Additional Visit	Environmental Health	£30.45		£31.80	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Beetles	Environmental Health	£36.50		£38.10	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Beetles - Recall visit 14 to 28 days from initial treatment	Environmental Health	Free		Free	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Pest Control Treatments - Cancellation Fee	Environmental Health	£48.85		£51.00	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services



General Public Health Charges - Samples Collected and Analysed for Bacteriological Monitoring (Excluding Type A & B Private Water Supplies for Monitoring & Requests for bacteriological testing).	Environmental Health	£102.45	per sample	£107.00	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
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	Environmental Health	£209.60		£218.85	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
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	Environmental Health	£142.10		£148.35	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

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	Environmental Health	£50.00		£50.00	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
General Public Health Charges - Contaminated Land Enquiry	Environmental Health	£76.15	per hour plus Analytical Costs 10%	£79.50	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
General Food Law Charges - Section 50 Licensing Fee	Environmental Health	£132.30		£138.10	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
General Food Law Charges - Certificate of compliance to operate as a street trader	Environmental Health	£76.60		£79.95	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
General Food Law Charges - Food Condemnation Certificates	Environmental Health	£212.25		£221.60	Increased by 4.4 %	i/c and iii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Private Sector Grants Registration	Housing	£91.50		£95.55	Increased by 4.4 %	i/a	Cost Fully Covered		In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Houses in multiple Occupations (HMO) Licensing - New Application	Housing	£985.87	up to 6	£1,029.25	Increased by 4.4 %	i/a	Cost Fully Covered		In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Houses in multiple Occupations (HMO) Licensing - New Application	Housing	£1,248.75	7 or over	£1,303.70	Increased by 4.4 %	i/a	Cost Fully Covered		In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Houses in multiple Occupations (HMO) Licensing - Renewals	Housing	£622.15	up to 6	£649.50	Increased by 4.4 %	i/a	Cost Fully Covered		In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Houses in multiple Occupations (HMO) Licensing - Renewals	Housing	£805.20	7 or over	£840.65	Increased by 4.4 %	i/a	Cost Fully Covered		In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Supply of Bins for New Housing Developments	Neighbourhood Services	£160.00	per household	£167.05	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Large Commercial bins	Neighbourhood Services	£71.00	cost plus £71.00 for delivery/admin fee	£74.15	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
* Burial Ground Charges - Internments Mondays - Fridays - Residents	Neighbourhood Services	£1,118.51		£1,167.75	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Internments Mondays - Fridays - Non-Residents	Neighbourhood Services	£2,532.93		£2,644.40	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Internments - Saturdays/Sundays/ Public Holidays - Residents	Neighbourhood Services	£1,940.77		£2,026.15	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Internments - Saturdays/Sundays/ Public Holidays - Non-Residents	Neighbourhood Services	£3,067.47		£3,202.45	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Burial Ground Charges - Internments in Hebrew Cemetery- Mondays - Fridays - Residents	Neighbourhood Services	£1,036.19		£1,081.80	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Internments in Hebrew Cemetery- Mondays - Fridays - Non-Residents	Neighbourhood Services	£2,286.20		£2,386.80	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Internments in Hebrew Cemetery- Saturdays/Sundays/ Public Holidays - Residents	Neighbourhood Services	£1,940.77		£2,026.15	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Internments in Hebrew Cemetery- Saturdays/Sundays/ Public Holidays - Non-Residents	Neighbourhood Services	£3,067.47		£3,202.45	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Cremated Remains - Mondays - Fridays - Resident	Neighbourhood Services	£337.18		£352.00	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Cremated Remains - Mondays - Fridays - Non-Resident	Neighbourhood Services	£748.37		£781.30	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Cremated Remains - Saturdays/Sundays/ Public Holidays - Resident	Neighbourhood Services	£707.27		£738.40	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Cremated Remains - Saturdays/Sundays/ Public Holidays - Non-Resident	Neighbourhood Services	£1,200.66		£1,253.50	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Burial Ground Charges - New Lair Coffin - Resident	Neighbourhood Services	£1,250.01		£1,305.00	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - New Lair Coffin - Non-Resident	Neighbourhood Services	£2,870.05		£2,996.35	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - New Lair Cremated Remains (Neilston Only) - Resident	Neighbourhood Services	£723.72		£755.55	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - New Lair Cremated Remains (Neilston Only) - Non-Resident	Neighbourhood Services	£1,546.03		£1,614.05	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Misc. - Feasibility Certificate	Neighbourhood Services	£287.82		£300.50	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Misc. - Exhumation Coffin	Neighbourhood Services	£2,615.13		£2,730.20	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Misc. - Exhumation Cremated Remains	Neighbourhood Services	£575.65		£601.00	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Misc. - Lair Certificate	Neighbourhood Services	£33.58		£35.05	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Misc. - Duplicate Certificate	Neighbourhood Services	£67.16		£70.10	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Burial Ground Charges - Misc. - Transfer of Title	Neighbourhood Services	£70.58		£73.70	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Misc. - Search Fee	Neighbourhood Services	£134.31		£140.25	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Burial Ground Charges - Misc. - Memorial Foundation	Neighbourhood Services	£153.51		£160.25	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
<p><b>* Note on Burial Ground Charges</b></p> <ul style="list-style-type: none"> <li>There will be no charge for the burial of children under 18.</li> <li>Double Internment, second and subsequent coffins or cremated remains 50% of appropriate fee.</li> <li>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.</li> </ul>				<ul style="list-style-type: none"> <li>Where a coffin size is beyond a permitted size (length or width), this may require the need to purchase an adjacent lair. The requirement and price for this will be confirmed on application.</li> <li>The agreed fees and charges will be applied to the applicant's address (Lair owner) when purchasing the lair and an internment will be based on the deceased address</li> </ul>					
Hire of Rouken Glen Pavilion - Standard Use (Mon-Fri - working hours)	Neighbourhood Services	£18.25	per hour	£19.05	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Hire of Rouken Glen Pavilion - Commercial Use (Mon-Fri - working hours)	Neighbourhood Services	£36.50	per hour	£38.10	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Hire of Rouken Glen Pavilion - Weekends	Neighbourhood Services	£62.80	per hour	£65.55	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Garden Waste Permit	Neighbourhood Services	£50.00	per permit	£52.20	Increased by 4.4 %	ii/c	Cost Partially Covered	51-60	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Garden Waste Permit (Additional permit only)	Neighbourhood Services	£50.00	per additional permit	£52.20	Increased by 4.4 %	ii/c	Cost Partially Covered	51-60	<b>New Charge implemented 2023 out with this process.</b> In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Garden Waste Permit (Additional bin and permit)	Neighbourhood Services	£110.00	per bin and permit	£114.85	Increased by 4.4 %	ii/c	Cost Partially Covered	51-60	<b>New Charge implemented 2023 out with this process.</b> In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Single uplift of Garden Waste (Non permit holder)	Neighbourhood Services	£35.00	per bin	£36.55	Increased by 4.4 %	ii/c	Cost Partially Covered	51-60	<b>New Charge implemented 2023 out with this process.</b> In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Christmas Tree Collection	Neighbourhood Services	£15.00	per bin	£15.65	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	<b>New Charge implemented 2023 out with this process.</b> In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Special Uplifts	Neighbourhood Services	£51.85		£54.15	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Special Uplifts - Ground Clearance Charge - for each additional 15 minutes required in addition to the special uplift charge	Neighbourhood Services	£51.85		£54.15	Increased by 4.4 %	i/b	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - Red Trade Sack	Neighbourhood Services	£3.36	each	£3.50	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 120 litre plastic container	Neighbourhood Services	£3.36 each		£3.50	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 240 litre plastic container	Neighbourhood Services	£6.64 each		£6.95	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 360 litre plastic container	Neighbourhood Services	£9.46 each		£9.90	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 500 litre steel container	Neighbourhood Services	£12.34 each		£12.90	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 660 litre steel/plastic container	Neighbourhood Services	£15.92 each		£16.60	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Commercial Waste Collections - Uplift Charges per uplift (excluding VAT) - 1100/1280 litre steel/plastic container	Neighbourhood Services	£23.23 each		£24.25	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Internal Collection Charges - Uplift Charges per uplift (excluding VAT) - 120 litre plastic container	Neighbourhood Services	£3.05 each		£3.20	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services



Internal Collection Charges - Uplift Charges per uplift (excluding VAT) - 240 litre plastic container	Neighbourhood Services	£6.02 each	£6.30	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Internal Collection Charges - Uplift Charges per uplift (excluding VAT) - 360 litre plastic container	Neighbourhood Services	£8.58 each	£9.00	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Internal Collection Charges - Uplift Charges per uplift (excluding VAT) - 500 litre steel container	Neighbourhood Services	£11.22 each	£11.70	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Internal Collection Charges - Uplift Charges per uplift (excluding VAT) - 660 litre steel/plastic container	Neighbourhood Services	£14.46 each	£15.10	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Internal Collection Charges - Uplift Charges per uplift (excluding VAT) - 1100/1280 litre steel/plastic container	Neighbourhood Services	£21.26 each	£22.20	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Internal Collection Charges - Leasing Charges per week (excluding VAT) - 120 litre plastic container	Neighbourhood Services	£0.90 each	£0.95	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Internal Collection Charges - Leasing Charges per week (excluding VAT) - 240 litre plastic container	Neighbourhood Services	£0.99 each	£1.05	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Internal Collection Charges - Leasing Charges per week (excluding VAT) - 360 litre plastic container	Neighbourhood Services	£1.12 each		£1.20	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Internal Collection Charges - Leasing Charges per week (excluding VAT) - 500 litre steel container	Neighbourhood Services	£3.01 each		£3.15	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Internal Collection Charges - Leasing Charges per week (excluding VAT) - 660 litre steel/plastic container	Neighbourhood Services	£3.01 each		£3.15	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Internal Collection Charges - Leasing Charges per week (excluding VAT) - 1100/1280 litre steel/plastic container	Neighbourhood Services	£3.10 each		£3.25	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Uplift Charges per uplift (excluding VAT) - Paper recycling sack	Neighbourhood Services	£2.68 each		£2.80	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Uplift Charges per uplift (excluding VAT) - Glass & Cans recycling box	Neighbourhood Services	£2.68 each		£2.80	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Uplift Charges per uplift (excluding VAT) - Plastics recycling bag	Neighbourhood Services	£2.68 each		£2.80	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Uplift Charges per uplift (excluding VAT) - 240 litre container - Any material (paper, glass, cans, plastic)	Neighbourhood Services	£4.90 each		£5.10	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

High Hedges Application Fee	Development Management and Building Standards	£581.70		£607.30	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Recharge of Legal Fees to 3rd Parties	Development Management and Building Standards	£125.20	per hour	£130.70	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Providing Variety of Planning & Building Standard Information	Development Management and Building Standards	£79.45	per hour	£82.95	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Planning & Building Standards Section 50 Certificates	Development Management and Building Standards	£132.30	each	£138.10	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Building Standards - Section 89 (Raised Structures) Certificate	Development Management and Building Standards	£322.60		£336.80	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Building Standards - Section 89 (Raised Structures) Out of hours inspections/applications received less than 14 days from date of event	Development Management and Building Standards	£85.65		£89.45	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Supply Copies of - Building Warrants	Development Management and Building Standards	£87.95		£91.80	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Supply Copies of - Completion Certificates	Development Management and Building Standards	£87.95		£91.80	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Supply Copies of - Additional Copy of Consent	Development Management and Building Standards	£17.80		£18.60	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Copies of Building Warrant	Development Management and Building Standards	£3.45 for A0	£3.60	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Plans & Documentation	Development Management and Building Standards	£2.70 for A1	£2.80	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Plans & Documentation	Development Management and Building Standards	£1.85 for A2	£1.95	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Plans & Documentation	Development Management and Building Standards	£1.50 for A3	£1.60	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Plans & Documentation	Development Management and Building Standards	£1.20 for A4	£1.25	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Archived File Search & Retrieval	Development Management and Building Standards	£64.70	£67.55	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Property Enquiry Report - 5 Day Response	Development Management and Building Standards	£121.65	£953.15	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Property Enquiry Report - 2 Day Response	Development Management and Building Standards	£129.10	£413.55	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Street naming and numbering - The naming of a new street (price per street)	Development Management and Building Standards	£300.00 per street	£313.20	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Change of Street Name	Development Management and Building Standards	£300.00		£313.20	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Single Change of an existing house number or name	Development Management and Building Standards	£80.00		£83.50	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Registering/numbering of new properties	Development Management and Building Standards	200-900	sliding scale	£200-900	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Re-numbering a new development after earlier naming/numbering has been confirmed	Development Management and Building Standards	£300.00		£313.20	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
1st Copy	Development Management and Building Standards	£32.90	per copy	£34.35	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Supply of Ordnance Survey Extracts Additional Copies	Development Management and Building Standards	£0.70	per copy	£0.75	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Letters of Comfort Building Standards - without Site Visit	Development Management and Building Standards	£165.55		£172.85	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Letters of Comfort Building Standards - without Site Visit. No completion Certificate	Development Management and Building Standards	£322.60		£336.80	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Letters of Comfort Building Standard - Unauthorised Work	Development Management and Building Standards	£555.90	flat fee for works up to the value of £50000	£580.35	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Letters of Comfort Building Standard - Unauthorised Work - Additional Inspection	Development Management and Building Standards	£165.55		£172.85	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Building Warrant Exemption Letter - Without Property Inspection	Development Management and Building Standards	£165.55		£172.85	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Building Warrant Exemption Letter - Expired Building Warrant (approved after 1st May 2005) Completion Certificate	Development Management and Building Standards	£165.55		172.85	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Supply Copies of Planning Consents - Initial Copy	Development Management and Building Standards	£87.95		£91.85	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Additional Consents	Development Management and Building Standards	£17.80		£18.60	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Archived File Search & Retrieval	Development Management and Building Standards	£64.70		£67.55	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Caravan Site Licensing - New Licence	Environmental Health	£913.00		£953.15	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Caravan Site Licensing - Renewal of Licence	Environmental Health	£913.00		£953.15	Increased by 4.4 %	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Removal of Unauthorised Signs	Roads Operations	£66.10	per sign	£69.00	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Misc. Recharges (Roads Staff Time) i.e. Technical Advice, Sign Preparation, Traffic Management etc.	Roads Operations	£79.45	per hour	£82.95	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Section 109 (Roads Scotland Act) - Approval to put Private Apparatus in the Public Road	Roads Operations	£275.40		£287.50	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Temporary Traffic Signal Permit - 3 Way	Roads Operations	£138.85		£144.95	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Road Occupation Permits - Section 58 (4 week period)	Roads Operations	£159.48	per 4 weeks	£166.50	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Road Occupation Permits - Retrospective charge to cover occupations put in place without a Section 58 permit (covers days without permit only)	Roads Operations	£159.48		£166.50	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Road Occupation Permits - Section 59 (Annual) Street Café Application	Roads Operations	£278.66	Annually	£290.90	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Road Opening Permit (per week or part of)	Roads Operations	£159.48	per week	£166.50	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Retrospective Charge to cover works put in place without a permit (covers days without permit only)	Roads Operations	£159.48	per week	£166.50	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Skip Permits (4 weeks)	Roads Operations	£88.05		£91.90	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Skip Permits - Retrospective Charge to cover skip put in place without a permit (covers days without permit only)	Roads Operations	£88.05		£91.95	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Inspection Charges relating to Roads in New Developments	Roads Operations	£60.00	per £1000 of Road Bond (min £1200)	£62.65	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Property Enquiry Report Roads - Standard Charge	Roads Operations	£139.45		£145.60	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Property Enquiry Report - Roads Only	Roads Operations	£68.35		£71.35	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Property Enquiry Report - Additional Fee	Roads Operations	£71.10		£74.25	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Approval to Erect Temporary Direction Signs e.g. New Housing Developments etc.	Roads Operations	£396.10	per year	£413.55	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Provision of Bar Markings on the Carriageway	Roads Strategy	£222.25		£232.05	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services



Road Closure Notices/Orders - Section 14 - 5 Days (4 weeks advance notice required)	Roads Strategy	£600.15		£626.55	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Road Closure Notices/Orders - Fast Track requests - Section 14 (less than 4 weeks' notice)	Roads Strategy	£821.75		£857.90	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Road Closure Temporary Orders (8 weeks advance notice required)	Roads Strategy	£1,225.55		£1,279.45	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Road Closure Temporary Orders - Fast Track (less than 8 weeks advance notice provided)	Roads Strategy	£1,456.05		£1,520.10	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Road Closure Notices - Amendments to pre authorised TRN or TTRO	Roads Strategy	£158.90		£165.90	Increased by 4.4 %	i/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Export Health Certificate	Trading Standards	£59.50		£62.10	Review	ii/c	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Trading Standards - Second Hand Car Dealer's License	Trading Standards	£498.60	3 year license	£520.00	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Weights, Measures and Environmental Information - Hourly Rate for Weight & Measures Staff	Trading Standards	£83.25	per hour	£86.90	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Weights, Measures and Environmental Information - Hourly Rate for Support Staff	Trading Standards	£45.80	per hour	£47.80	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Weights - Not exceeding 5kg but exceeding 500mg	Trading Standards	£12.70		£13.25	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Other Weights	Trading Standards	£9.65		£10.05	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Measures - Linear Measures not exceeding 3m	Trading Standards	£14.05		£14.65	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Measures - Capacity Measures not exceeding 1 litre	Trading Standards	£12.20		£12.75	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Measures - Liquid Capacity Measures	Trading Standards	£39.75		£41.50	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Weighing Instruments Non EC - Not Exceeding 1 tonne	Trading Standards	£89.30		£93.25	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Weighing Instruments Non EC - Exceeding 1 tonne to 10 tonne	Trading Standards	£144.60		£150.95	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Weighing Instruments Non EC - Exceeding 10 tonne	Trading Standards	£303.20		£316.55	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
EC (Non-Automatic Weighing Instruments)- Not Exceeding 1 tonne	Trading Standards	£148.60		£155.15	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

EC (Non-Automatic Weighing Instruments) - Exceeding 1 tonne to 10 tonne	Trading Standards	£230.10		£240.25	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
EC (Non-Automatic Weighing Instruments)- Exceeding 10 tonne	Trading Standards	£502.90		£525.05	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Measuring Instruments for Intoxicating Liquor - Not Exceeding 150ml	Trading Standards	£24.50		£25.60	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Measuring Instruments for Intoxicating Liquor - Other	Trading Standards	£28.30		£29.55	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Measuring Instruments for Liquid Fuel and Lubricants - Container Type, not Subdivided	Trading Standards	£102.10		£106.60	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Measuring Instruments for Liquid Fuel and Lubricants - Single/Mullet-outlets (nozzles) - First Nozzle Tested per site	Trading Standards	£167.30		£174.65	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Measuring Instruments for Liquid Fuel and Lubricants - Single/Mullet-outlets (nozzles) - Each Additional Nozzle Tested	Trading Standards	£102.90		£107.45	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

Measuring Instruments for Liquid Fuel and Lubricants - Testing of Peripheral Equipment on a Separate Visit (per site)	Trading Standards	£112.85	per hour	£117.80	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services
Measuring Instruments for Liquid Fuel and Lubricants - Testing of Credit Card Acceptor (per unit, regardless of slots/nozzles/pumps)	Trading Standards	£112.85	per hour	£117.80	Increased by 4.4 %	i/c and iii/d	Cost Partially Covered	Not Available	In line with Council Policy it is recommended that there should be a 4.4% increase in 2024/25 charges to reflect inflationary rate increase and to support delivery of Council services

## SECTION 3 – PROPOSED MISCELLANEOUS INCREASE IN CHARGES

Service	Section	Current Charge 2023/24	Additional Charge Information	Recommended Charge 2024/25	Charge Status	Charge Classification	Costs fully or partially covered by fee	If partial what % is covered	Recommendation
Animal Health Licensing - Animal Boarding Establishments Act 1963 (Kennels/Cattery)	Environmental Health	£212.25	3.0 hours officers time Plus Vet Fees if required	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Animal Health Licensing - Animal Breeders : Dogs ≤ 10 breeding bitches	Environmental Health	£212.55	3.0 hours officers time Plus Vet Fees if required	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Animal Health Licensing - Animal Breeders : Dogs >10 breeding bitches	Environmental Health	£353.75	5.0 hours officers time Plus Vet Fees if required	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Animal Health Licensing - Cats	Environmental Health	£141.50	2.0 hours officers time Plus Vet Fees if required	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Animal Health Licensing - Rabbits	Environmental Health	£141.50	2.0 hours officers time Plus Vet Fees if required	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.

Animal Health Licensing - Animal Home Boarding License <10 animals	Environmental Health	£141.50	Fee reviewed and amended to reflect additional work/no. of animals 2.0 hours officers time	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Animal Health Licensing - Animal Home Boarding License ≥10 animals	Environmental Health	n/a	See above 4.0 hours officers time	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Animal Health Licensing - Animal Sales/Pet Shops	Environmental Health	£176.87	2.5 hours officers time	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Animal Health Licensing - Animal Welfare Establishments	Environmental Health	£176.87	2.5 hours officers time Plus Vet Fees	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Animal Health Licensing - Animal Welfare Establishments Animal Rehoming Centre/Animal Sanctuary	Environmental Health	£176.87	2.5 hours officers time Plus Vet Fees	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Animal Health Licensing - Enforcement of Regulations	Environmental Health	£70.75	EHO hourly rate £70.75 per hour of officer's time + vet inspection fees as required. Recharge of Legal Fees to 3rd Parties £111.50 per hour of Legal Services Officer's time	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.

Events Charging - 1 day event (no PEL ,<500 customers, no or 1 / 2 food vehicles)	Environmental Health	£141.50	(Events Charging - Environmental Health charge only) 2 hours officers time	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Events Charging - 1 day event with- PEL, 2-10 food vehicles and/or music, lighting, stages or similar	Environmental Health	£424.50	(Events Charging - Environmental Health charge only) 6 hours officers time	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Events Charging - 2 day event as above or larger	Environmental Health	£1,273.50	(Events Charging - Environmental Health charge only) 18 hours officers time	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Events Charging - 3 day event as above or larger	Environmental Health	£1,910.25	(Events Charging - Environmental Health charge only) 27 hours officers time	Increase by hourly rate when agreed	Increase	i/c and iii/c	Cost Partially Covered	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Pest Control Treatments - Insects not part of pest control contract	Environmental Health		Contractor's charge + 10% management/admin fee	Contractor's charge + 10% mgt/admin fee	% of Contractor's charge	i/c and iii/c	Cost Partially Covered	Not Available	Fee is actual cost plus 10 % to cover admin cost.
General Public Health Charges - Arranging Housing & Public Health Enforcement Works & Associated Admin	Environmental Health		Costs incurred + 10% administration charge. Admin charge per invoice:- Minimum £48.85 - Maximum £2291.00	Increase by hourly rate when agreed	Increase	i/c and iii/c	Not Known	Not Available	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.

Temporary Accommodation Rent Charge	Homelessness Services	£200 per week	Following review of costs the charge for temporary accommodation to be increased to £279.25 for all temp excluding properties at Overlee which will be charged at £296.35 as have an overnight security presence. The rental charge excludes the Council Tax charge which the Homelessness service currently pay.	Between £279.35 and 296.35	Increase	i/a and ii/a	Cost Fully Covered		It is recommended that following review of costs the charge be increased to £279.25 for all temp accomodation excluding properties at Overlee which will be charged at £296.35 . Council Tax charges will be removed and the tenant will be liable for Council Tax charges.
Housing Management Fee - Recharge of Damage repairs caused by tenants	Housing	repairs cost plus 5% admin fee		repairs cost plus 5% admin fee	Increase	i/c	Cost Partially Covered	41-50	24/25 Charge will reflect actual officer hourly rate which has not yet been agreed.
Rouken Glen Event	Neighbourhood Services	Price on Application		Price on Application	Increase	i/c	Not Known	Not Available	Due to the varied nature of requests and requirements. It is recommended that this service remains as Price on Application.
Filming in Parks, Cemeteries and Roads	Neighbourhood Services	Price on Application		Price on Application	Increase	i/c	Not Known	Not Available	Due to the varied nature of requests and requirements. It is recommended that this service remains as Price on Application.
Hire of Events Litter Squad	Neighbourhood Services	Price on Application		Price on Application	Increase	i/c	Not Known	Not Available	Due to the varied nature of requests and requirements. It is recommended that this service remains as Price on Application.
Dangerous Buildings Recharge - Admin Fee	Development Management and Building Standards			Repairs cost plus 10% admin fee	Increase	i/c	Not Known	Not Available	It is recommended that the fee is actual cost plus 10 % to cover admin cost.
<b>SECTION 4 - NO CHANGE TO FEES AND CHARGES RECOMMENDED</b>									
Service	Section	Current Charge 2023/24	Additional Charge Information	Recommended Charge 2024/25	Charge Status	Charge Classification	Costs fully or partially covered by fee	If partial what % is covered	Recommendation
Short Term Let Licensing - Secondary Letting	Housing	£595.00	up to 2 bedrooms	£595.00	No Change	i/c	Cost Partially Covered	11-20	New Charge last year. Increase in charge is not appropriate year 2
Short Term Let Licensing - Secondary Letting	Housing	£50.00	per additional bedroom	£50.00	No Change	i/c	Cost Partially Covered	11-20	New Charge last year. Increase in charge is not appropriate year 2

Short Term Let Licensing - Home Letting	Housing	£405.00	up to 2 bedrooms	£405.00	No Change	i/c	Cost Partially Covered	11-20	New Charge last year. Increase in charge is not appropriate year 2
Short Term Let Licensing - Home Letting	Housing	£50.00	per additional bedroom	£50.00	No Change	i/c	Cost Partially Covered	11-20	New Charge last year. Increase in charge is not appropriate year 2
Short Term Let Licensing - Home Sharing - One Bedroom	Housing	£230.00	one bedroom	£230.00	No Change	i/c	Cost Partially Covered	11-20	New Charge last year. Increase in charge is not appropriate year 2
Short Term Let Licensing - Home Sharing	Housing	£25.00	per additional bedroom	£25.00	No Change	i/c	Cost Partially Covered	11-20	New Charge last year. Increase in charge is not appropriate year 2
Short Term Let Licensing - Home Letting & Home Sharing	Housing	£405.00	up to 2 bedrooms	£405.00	No Change	i/c	Cost Partially Covered	11-20	New Charge last year. Increase in charge is not appropriate year 2
Short Term Let Licensing - Home Letting & Home Sharing	Housing	£50.00	per additional bedroom	£50.00	No Change	i/c	Cost Partially Covered	11-20	New Charge last year. Increase in charge is not appropriate year 2
Pre Application Enquiries - Householder Development	Development Management and Building Standards	£100.00	Charge based on Scottish government statutory fee	£100.00	No Change	i/c	Cost Partially Covered	Not Available	As there has been no change to statutory fee upon which this charge is based no increase can be recommended
Pre Application Enquiries - Local development (excl. householder and new housing) and all other consents, approvals, notifications and certificate types	Development Management and Building Standards	Various	Charge based on Scottish government statutory fee	50% of the cost of the planning application fee subject to a maximum of £500	No Change	i/c	Cost Partially Covered	Not Available	As there has been no change to statutory fee upon which this charge is based no increase can be recommended
Pre Application Enquiries - Local development (new housing)	Development Management and Building Standards	Various	Charge based on Scottish government statutory fee	50% of the cost of the planning application fee subject to a maximum of £1000	No Change	i/c	Cost Partially Covered	Not Available	As there has been no change to statutory fee upon which this charge is based no increase can be recommended



Pre Application Enquiries - Major Development	Development Management and Building Standards	Various	Charge based on Scottish government statutory fee	50% of the cost of the planning application fee subject to a maximum of £2000	No Change	i/c	Cost Partially Covered	Not Available	As there has been no change to statutory fee upon which this charge is based no increase can be recommended
---	---	---------	---	---	-----------	-----	------------------------	---------------	---

**SECTION 5 - PROPOSED REMOVAL OF FEES AND CHARGES**

Service	Section	Current Charge 2023/24	Additional Charge Information	Recommended Charge 2024/25	Charge Status	Charge Classification	Recommendation
Outdoor Sports Pitches and Tracks	Neighbourhood Services	Various Fees		n/a	Charge Removed	i/c	To note that the service moved to East Renfrewshire Culture and Leisure Trust
Measures - Cubic Ballast Measures	Trading Standards	£249.30		£0.00	Charge Removed	i/c and iii/d	Remove from fees, service not offered
Measures - Template per Scale - First Item	Trading Standards	£68.55		£0.00	Charge Removed	i/c and iii/d	Remove from fees, service not offered
Measures - Template per Scale - Subsequent Items	Trading Standards	£26.75		£0.00	Charge Removed	i/c and iii/d	Remove from fees, service not offered

**SECTION 6 - STATUTORY FEES AND CHARGES**

Service	Section	Current Charge 2023/24	Additional Charge Information	Recommended Charge 2024/25	Charge Status	Charge Classification	Recommendation
Abandoned Vehicles - Removal, Storing & Disposal of Vehicles	Environmental Health	£150.00	Removal charge	£150.00	Statutory Fee	i/c and iii/c	Statutory charge set by the Scottish Government.(See Council Website for current fees)
Abandoned Vehicles - Removal, Storing & Disposal of Vehicles	Environmental Health	£20.00	Storage charge per hour every 24 hour storage - (where owner can be traced or vehicle is claimed)	£20.00	Statutory Fee	i/c and iii/c	Statutory charge set by the Scottish Government.(See Council Website for current fees)
Abandoned Vehicles - Removal, Storing & Disposal of Vehicles	Environmental Health	£150.00	Disposal charge - (where owner can be traced or vehicle is claimed)	£150.00	Statutory Fee	i/c and iii/c	Statutory charge set by the Scottish Government.(See Council Website for current fees)
Applications for Private Landlord Registration - Principal	Housing	£75.00	Set by Scottish Government	TBC by Scottish Government	Statutory Fee	iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees)
Applications for Private Landlord Registration - Property	Housing	£17.00	Set by Scottish Government	TBC by Scottish Government	Statutory Fee	iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees)

Applications for Private Landlord Registration - Late Applications	Housing	£149.00	Set by Scottish Government	TBC by Scottish Government	Statutory Fee	iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees)
MOT Testing	Neighbourhood Services	Taxi £111.71 Vehicle £54.85 Retest £33.58 Partial Retest £43.03	Set by VOSA	TBC by VOSA	Statutory Fee	iii/d	Statutory charge set by the VOSA. (See Council Website for current fees).
Discharge of conditions	Development Management and Building Standards	£100.00	Set by Scottish Government	£100.00	Statutory Fee	ii/c	Statutory charge set by the Scottish Government.(See Council Website for current fees)
Planning Applications	Development Management and Building Standards	Set by Scottish Government	Set by Scottish Government	TBC by Scottish Government	Statutory Fee	iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees)
Certificates of Lawful Use or Development	Development Management and Building Standards	Set by Scottish Government	Set by Scottish Government	TBC by Scottish Government	Statutory Fee	iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees)
Building Warrant Applications	Development Management and Building Standards	Set by Scottish Government	Set by Scottish Government	TBC by Scottish Government	Statutory Fee	iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees)
Non Material Variation - Householder development	Development Management and Building Standards	£200.00	Set by Scottish Government	£200.00	Statutory Fee	iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees)
Non Material Variation - New Housing development local or major	Development Management and Building Standards	£200.00	Set by Scottish Government	£200.00	Statutory Fee	iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees)
Non Material Variation - Other Local development (and other applications for consent, prior notifications, certificates of lawfulness etc.)	Development Management and Building Standards	£200.00	Set by Scottish Government	£200.00	Statutory Fee	iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees)

Non Material Variation - Other Major Development	Development Management and Building Standards	£200.00	Set by Scottish Government	£200.00	Statutory Fee	iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees
Trading Standards - Petroleum License - Less than 2500 Litres	Trading Standards	£46.00	Set by Scottish Government	£46.00	Statutory Fee	iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees
Trading Standards - Petroleum License - 2501 - 50,000 Litres	Trading Standards	£62.00	Set by Scottish Government	£62.00	Statutory Fee	i/c and iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees
Trading Standards - Petroleum License - Over 50,000 Litres	Trading Standards	£131.00	Set by Scottish Government	£131.00	Statutory Fee	i/c and iii/d	Statutory charge set by the Scottish Government.(See Council Website for current fees
Storage & Registration of Explosives	Trading Standards	Various	Set by Scottish Government	Fee set by Health & Safety and Nuclear (Fees) (Amendment) Regulations 2023	Statutory Fee	i/c and iii/d	See table of statutory fees, schedule 7 part 2 , <a href="https://www.legislation.gov.uk/uksi/2022/1378/schedule/7">https://www.legislation.gov.uk/uksi/2022/1378/schedule/7</a>

BLANK PAGE

EAST RENFREWSHIRE COUNCILCABINET14 December 2023Director of Business Operations and PartnershipsCHARGING FOR SERVICES 2023-24 – BUSINESS OPERATIONS & PARTNERSHIPS**PURPOSE OF REPORT**

1. The purpose of this report is to advise the Cabinet of the outcomes of the charging for services exercise carried out within the Business Operations and Partnerships Department and to submit the fees and charges for 2024-25 for non-statutory Registration Fees and maintain the current Duke of Edinburgh Award scheme Administration fees 2024-25.

**RECOMMENDATIONS**

2. It is recommended that the Cabinet: -

- (a) Note that the statutory fees are set by National Records of Scotland (NRS) in November each year for Registration.
- (b) Increase all non-statutory fees and charges for registration by 4.4% in line with the projected rate of inflation.
- (c) Maintain the current charging for administration costs for Duke of Edinburgh for year 2024/25.

**IMPACT OF CHARGES FOR 2023-24**

3. The charges set in previous years have allowed the registration service to provide a comparable service to other local authorities and to attract marriages which generate income.

4. Duke of Edinburgh administration charges for 2023/24 have exceeded the targeted £10,000 income.

**DEPARTMENTAL OBJECTIVES FOR CHARGING**

5. Most charges for the Registration Service are nationally prescribed by NRS, although the Council has discretion over the non-statutory elements (see Appendix 1).

6. The CLD Service has responsibility for overseeing the delivery of the DofE award across the authority. Duke of Edinburgh administration charges were introduced in academic year 2021/22 to reduce the extent to which the Council is subsidising the award by covering the time cost of staff administering the scheme, whilst also ensuring that all young people - regardless of their background or family circumstances have the opportunity to participate and experience personal, social and skills development. (see Appendix 2).

**SERVICE REVIEWED AND PROPOSED CHARGES FOR 2024-25**

Registration

7. There have continued to be increased demands on the Registration service. The service continues to be busy with high demand over the summer for wedding services and the continued demand for remote death registration and face to face birth registration services.

8. Successful introduction of online appointments for births and marriages is now established, with over 90% of our customers opting to make appointments online. This is providing an improved service for our customers and efficiencies for the team.

9. The service needs to balance the need to be competitive with other councils and also other registered wedding options like humanists.

10. We have benchmarked with the neighbouring councils of Glasgow City, Renfrewshire, North Lanarkshire, East Dunbartonshire, East Ayrshire and North Ayrshire. All have confirmed they are not in the position to confirm plans to increase their non statutory registration fees for 2024-25 at this stage. The benchmarking exercise comparing last year's fees confirmed that we continue to provide a comparable service.

11. The service will be reviewing the accommodation requirements going forward for civil ceremonies and reviewing options, any implications will be brought forward in the review of charges for 25/26.

#### Duke of Edinburgh

12. This year we have exceeded the targeted £10,000 income from Duke of Edinburgh administration charges. The service proposes that no further increase is made during this academic year.

### **IMPLICATION OF THE PROPOSALS**

13. Based on the recommendations, it is estimated that the proposed changes in non-statutory registration charges will generate approximately £2,400 additional income for a 4.4% rise. This estimate is based on data from previous years and the information we have to date.

14. Non statutory Registration fees in East Renfrewshire have historically been very competitive with other local authorities.

15. The increase in fees will allow us to recover 94% of the cost of the registration service.

16. There are no equalities implications arising from these proposals for non-statutory registration fees.

17. An increase in existing Duke of Edinburgh administration charges may have implications on the number of young people being able to participate in the full award. Current fees allow us to recover approximately 25% of the cost of a part-time post to support the Duke of Edinburgh Award programmes. We have benchmarked with other authorities, which has shown that our fees are comparable to other authorities who charge administration fees; however some authorities do not charge a fee. The Duke of Edinburgh Award scheme have taken the decision to increase Licence Fees by 6% (approximately £2.50 per participant) from April 2024. Any additional increase may create further financial barriers for families who are currently able to afford existing costs and it is therefore recommended that charges remain static for 2024/25.

### **CONSULTATION**

18. Both service areas will continue to benchmark with other Local Authorities and will monitor feedback from potential customers and participants to assess impact.

### **CONCLUSIONS**

19. The Registration Service operates to statutory charges and endeavours to recover partial cost of the service. Duke of Edinburgh 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.

**RECOMMENDATIONS**

20. It is recommended that Cabinet: -
- (a) Note that the statutory fees are set by National Records of Scotland (NRS) in November each year.
  - (b) Increase all non-statutory fees and charges by 4.4% in line with the projected rate of inflation.
  - (c) Maintain the current charging for administration costs for Duke of Edinburgh for the year 2024/25.

Director of Business Operations and Partnerships

November 2023

Report Authors: Sarah Jane Hayes, Customer Service Manager  
Susan Craynor, CLD Manager

**Appendix 1 – Non Statutory Registration Fees**

TYPE OF FEE (NON STATUTORY)	2023/24	Proposed 2024/25
Marriage/Civil Partnership Accommodation Fee	£112.00	£117.00

Saturday Supplement	£147.00	£153.00
Sunday/Public Holiday Supplement	£212.00	£221.00
Administration Fee (Marriage)	£27.00	£28.00
Marriage/Civil Partnership fees for outside Venues (Mon-Fri during office hours)	£166.00	£173.00
Marriage/Civil Partnership fees for Licensed Premises (Saturday/Sunday/Public Holiday between 12.00 midday - 4.00 pm)	£204.00	£212.00

**APPENDIX 2**

Table 1 – Duke of Edinburgh Administration Charges

Level	Academic year 22/23	Academic year 23/24	Academic year 24/25
Bronze	£20 per academic year	£22 per academic year	£22 per academic year
Silver	£20 per academic year	£22 per academic year	£22 per academic year
Gold	£25 per academic year	£27 per academic year	£27 per academic year