



Inverclyde Council

CHARGES BOOKLET **1ST APRIL 2017 – 31ST MARCH 2018**

Collated by Finance Services

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This booklet details a list of the services and other items for which Inverclyde Council impose fees or charges and applies from 1st April 2017 to 31st March 2018.

Inverclyde Council operates a corporate approach to achieve Best Value when implementing its charging policy.

Charges are paid by two methods; at the time of booking/delivery of service or through the raising of a debtors account.

When issuing a debtors account the council's best practice policy is followed which establishes guidelines on the issuing of invoices to ensure an efficient practice is followed.

This charges booklet can be found on the Inverclyde Council website at www.inverclyde.gov.uk

Where a charge is inclusive of VAT this is calculated at 20.0%. Statutory charges are subject to revision per governing legislation.

BURIAL GROUNDS

2017/18

Fee Type	Unit Cost 17/18 £
<u>Crematorium</u>	
Children 15 Years and Under	112.20
All Persons Over 16 Years	585.70
Saturday/Holiday Surcharge (16 Years+)	129.00
Provision of Cremation Casket	45.40
Service Taped (inc. tape)	23.50
<u>Burial Grounds</u>	
Children 15 Years and Under	36.30
All Persons Over 16 Years	615.20
Cremated Remains Casket	94.50
Saturday/Holiday Surcharge (16 Years+)	124.20
Rankin Ground Interments/Common Ground	27.70
Purchase of Lairs	522.80
Purchase of Cremation Casket Lairs	263.20
Exhumation Fee Coffin	POA
Exhumation Fee Cremated Remains	POA
Test Dig Lair for Future Interment	123.70
<u>Miscellaneous Cemetery Fees</u>	
Scattering of Ashes other Crematorium	22.40
Scattering of Ashes on Lair	24.00
Duplicate/Transfer/Relinquish Title Deeds	20.40
Record Sheet (Family Tree) 1 Search	16.00
Record Sheet (Family Tree) Additional Searches	7.80
<u>Book of Remembrance</u>	
2 Line Entry (Includes 1 free Swipe Card)	70.80
5 Line Entry (Includes 1 free Swipe Card)	100.50
8 Line Entry (Includes 1 free Swipe Card)	137.10

BURIAL GROUNDS Cont..
2017/18

Fee Type	Unit Cost 17/18 £
<u>Memorial Cards</u>	
2 Line Entry	31.60
5 Line Entry	42.00
8 Line Entry	49.80
Additional Swipe Card	10.50
New Swipe Card (pre-July 2007 Entry)	19.40
1 Additional Screen (up to 4 per Entry)	38.60
<u>Memorial Wall Plaques</u>	
10 Year Lease	355.20
15 Year Lease	505.40
10 Year Lease Renewal Price Using Existing Plaque	269.00
15 Year Lease Renewal Price Using Existing Plaque	403.30
<u>Babies Book of Remembrance</u>	
Hand Drawn (5 lines max)	26.80
Hand Drawn Motif	26.80
<u>Rankin Memorial Kerb</u>	
Granart Kerb Stone 8"x4" Teal Coloured	110.30
Granart Kerb Stone 8"x4" Black Granite Plaque	125.20
<u>Monumental</u>	
Erect a Memorial Foundation and Permit Fee	155.70
Added Inscription (Permit Fee Only)	28.10
Erect a Memorial Plaque or Vase (Permit Fee Only)	28.10
Erect a Replacement Stone (Foundation Under 30 Years)	28.10
Marker/Vase in Front of Original Memorial (Permit Only)	28.10
Replace Vase with Memorial	127.40
Clean Repaint Memorial (Permit Only)	No Charge
Replacement Foundation only	33.00
Replacement Stone (New Foundation or Over 30 Years)	60.60

Burial Grounds charge for funeral directors and monumental sculptor fees through the issuing of a debtors invoice.

Fee Type	Unit Cost 17/18 £
<u>Synthetic Pitch – Schools</u>	
Adult 7's (1/3 Pitch) Per Hour	40.00
Adult Half Pitch 30 Minutes	26.50
Adult Full Pitch 1 Hour	68.00
Juvenile 7's (1/3 Pitch) Per Hour	24.00
Juvenile Half Pitch 30 Minutes	18.00
Juvenile Full Pitch 1 Hour	42.00
MUGA per Hour	19.50

CATEGORIES OF LETS – SCHOOLS
Large Halls per hour 47.00

Gyms/Large Rooms
School Games Halls
School Assembly Halls

Small Halls per hour 27.00

e.g. Medium Size Room/Classroom
School Gyms/Dining Halls
School Dance Studios

Cancellation Policy

The Council has implemented a cancellation policy which will apply to both internal and external customers. (See details below)

Over 28 Days Notice	- No Charge
14 – 27 Days Notice	- 10% Charge
7 – 13 Days Notice	- 50% Charge
Less than 6 days	- 100% Charge

All cancellations must be notified in writing within the above timescales. Failure to cancel in writing will result in the total charge for the booking being made. The Head of Safer and Inclusive Communities will have the authority to waive these charges if he considers it appropriate.

Applicants will be debarred from making any further bookings of Council Facilities until such time as any fee is paid.

EDUCATION SERVICES

2017/18

Fee Type	Unit Cost 17/18 £
<u>Childcare Charges</u>	
Early Years Wraparound Charge per hour (Term Time & Holiday Care)	4.00
5-12 Years Out of School Care Charge for 1st hour (Term Time)	4.00
after 1st hour charged per session (Term Time)	9.95
5-12 years Out of School Care Charge per 1/2 day session (Holiday Care)	9.95
5-12 years Out of School Care Charge per full day session (Holiday Care)	18.90
<u>School Meal</u>	
Adults - 2 Course Meal (Average Costs)	2.60
<u>Pupils - 2 Course Meal (Average Costs)</u>	
Primary School	2.00
Secondary School	2.20
Music Tuition	117.00

(pupils who qualify for free meals, clothing grants or study national/higher music are exempt)

Education Services charge for services on the following basis:-

- Prices are effective from the start of the school year in August:
- School meals are paid at time of purchase;
- Monthly wraparound care is paid by standing order throughout the year. Additional care at holiday periods is paid through the issue of a debtors invoice.
- Music tuition is charged through the issuing of a debtors invoice. Three 4 monthly instalments at £39.00 (June, October and February)

TAXI ENFORCEMENT

2017/18

Fee Type	Unit Cost 17/18 £
<u>Taxi/Private Hire Fees</u>	
Taxi Driver	69.50
<u>General Hire</u>	
Taxi Operator	330.00
Surrender	330.00
Variation – New Agent	43.50
Annual Test & Meter Test	145.00
6 Monthly Test & Meter Test	94.00
Test after Surrender	152.50
Replacement Vehicle	196.00
Renewal & Replacement Vehicle	482.50
Pre-test	66.50
Re-test	64.50
Partial Re-Test	21.00
Test after Accident Damage	64.50
Meter Test	47.50
Flexi Plate	23.50
Black Flexi Plate Holder	17.50
Advertising on Door	45.50
Advertising on Full Taxi	107.00
Taxi/Private Hire Booking Office	600.00
Booking Office renewal	600.00
<u>Private Hire</u>	
Private Hire Operator	330.00
Variation – New Agent	43.50
Annual Test with Meter	145.00
Annual Test without Meter	95.50
6 Monthly Test with Meter	94.00
6 Monthly Test without Meter	66.50
Test after Grant of New Licence with Meter	152.50
Test after Grant of New Licence without Meter	105.50
Replacement Vehicle with Meter	196.00
Replacement Vehicle without Meter	149.00
Renewal & Replacement Vehicle with Meter	482.50
Renewal & Replacement Vehicle without Meter	435.50
Pre-test	66.50
Re-test	64.50
Partial Re-Test	21.00

TAXI ENFORCEMENT Cont..**2017/18**

Fee Type	Unit Cost 17/18 £
Test after Accident Damage	64.50
White Flexi Plate	23.50
Black Flexi Plate Holder	17.50

Prices for taxi charges are subject to change during the course of the year as and when the Ministry of Transport increases the charge for an MOT test

TRADE WASTE DISPOSAL & COLLECTION

2017/18

Fee Type	Unit Cost 17/18 £
Special Uplift 1/2 hour Minimum Charge	82.30
Special Uplift 3/4 hour	123.50
Special Uplift 1 hour	164.60
Fridge Disposal* (Standard Height)	41.40
* prices are available on request for other sizes and type of fridges and freezers	
Contaminated Food	On Assessment
Tipping Permits per half tonne 1 ticket	87.20
Tipping Permits per half tonne (Book 10)	872.00
Trade Waste Sacks (25) Includes uplift/disposal	42.80
Trade Waste WRC 240 Litre Bin	60.50
Trade Waste WRC 240 Litre Bin – Second Hand (Subject to Availability)	30.20
Trade Waste 1100 Litre Bin Metal	425.80
Trade Waste 1100 Litre Bin – Second Hand (Subject to Availability)	339.40
Delivery Fee (For up to 10 x 240L Bins)	35.60
Bin Uplift/Disposal 120 Litres (Per Lift)	3.20
Bin Uplift/Disposal 240 Litres (Per Lift)	5.50
Bin Uplift/Disposal 360 Litres (Per Lift)	6.90
Bin Uplift/Disposal 660 Litres (Per Lift)	12.80
Bin Uplift/Disposal 750 Litres (Per Lift)	14.20
Bin Uplift/Disposal 1100 Litres (Per Lift)	17.80
Bin Uplift/Disposal 1280 Litres (Per Lift)	20.50
Bulk Uplift: 1-5 Items (Minimum Charge)	23.20
Bulk Uplift: 6-10 Items	46.40
House Clearance	On Assessment
DIY Goods/Non Specific Items	On Assessment
Black Sacks: Roll of 8	1.20
240 Litre Black Bin – New	40.00
240 Litre Black Bin – Second Hand (Subject to Availability)	20.00
Delivery Fee (For up to 10 x 240L Bins)	35.60

Fee Type	Unit Cost 17/18
	£
Charity Tipping Permits per half tonne 1 ticket (incl VAT)	43.60
Tipping Permits per half tonne (Book 10) (incl VAT)	436.00
Charity Bin Uplift/Disposal 120 Litres (Per Lift)	1.60
Charity Bin Uplift/Disposal 240 Litres (Per Lift)	2.80
Charity Bin Uplift/Disposal 360 Litres (Per Lift)	3.50
Charity Bin Uplift/Disposal 660 Litres (Per Lift)	6.40
Charity Bin Uplift/Disposal 750 Litres (Per Lift)	7.10
Charity Bin Uplift/Disposal 1,100 Litres (Per Lift)	8.90
Charity Bin Uplift/Disposal 1,280 Litres (Per Lift)	10.20

TRADERS LICENCE FEES/WARRANTS

2017/18

Fee Type	Unit Cost 17/18 £
<u>Licence Fees</u>	
<u>Second Hand Dealer</u>	
Application	161.50
Notification of Material Change	69.50
Variation	69.50
<u>Market Operator</u>	
Application	496.00
Notification of Material Change	106.50
Variation	241.00
<u>Late Hours Catering</u>	
Application	496.00
Notification of Material Change	81.00
Variation	241.00
<u>Public Entertainment</u>	
Application – Permanent	496.00
Application – Temporary	165.00
Notification of Material Change	81.00
Variation	241.00
<u>Window Cleaner</u>	
Application	140.00
Notification of Material Change	47.50
Variation	47.50
<u>Boat Hirer</u>	
Application	164.50
Notification of Material Change	81.00
Variation (Excludes Cost of Inspection of Vessel)	81.00
<u>Metal Dealer</u>	
Application	251.00
Notification of Material Change	81.00
Variation	81.00

TRADERS LICENCE FEES/WARRANTS Cont..
2017/18

Fee Type	Unit Cost 17/18		
	£	£	£
	Fixed	Mobile	Employee
<u>Street Trader</u>			
Application	408.00	106.50	106.50
Notification of Material Change	51.50	51.50	51.50
Variation	214.00	51.50	51.50
Street Traders Certificate of Compliance	46.00	46.00	
<u>Knife Dealer</u>			
Application			316.50
Notification of Material Change			78.00
Variation			78.00
<u>Cinema</u>			
Application			402.00
<u>Skin Piercing and Tattooing</u>			
Application for Skin Piercing and Tattooing			368.50
Application for Renewal – Skin Piercing and Tattooing			368.50
Application for Skin Piercing only (Reduced fee)			99.50
Application for Electrolysis only (Reduced fee)			99.50
<u>Sex Shop</u>			
Application			327.50
Notification of Material Change			327.50
Variation			327.50
<u>Caravan Site</u>			
Application			241.00
Notification of Material Change			81.00
<u>Hypnotist</u>			
Application			165.00

Fee Type	Unit Cost 17/18 £
<u>Indoor Sports Centre</u>	
Application	327.50
Notification of Material Change	81.00
Variation	81.00
<u>Theatre</u>	
Application	326.50
Notification of Material Change	81.00
Variation	81.00
<u>Sports Ground Safety Certificate</u>	
Application	326.50
<u>Raised Structures</u>	
Application for Occupancy of up to 1,000 Persons	344.50
Additional Fee Increase per 1,000 Persons or Part Thereof	115.00
<u>Additional Matters</u>	
Application for Certified (Duplicate Licence)	29.00
Application for Certified True Copy of any Licence	29.00
<u>Houses in Multiple Occupation</u>	
Application for Grant (New Licence, Lasts one year)	1156.50

Fee Type	Unit Cost 17/18 £
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Property Enquiry Report	88.00
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Legal Services charge for services under the Civic Government (Scotland) Act 1982 and payment is required when licence is applied for

Application Fees

Licensing (Scotland) Act 2005

Premises Licences

Category 1 (no or nil Rateable Value)	200.00
Category 2 (Rateable Value £1 to £11,500)	800.00
Category 3 (Rateable Value £11,501 to £35,000)	1,100.00
Category 4 (Rateable Value £35,001 to £70,000)	1,300.00
Category 5 (Rateable Value £70,001 to £140,000)	1,700.00
Category 6 (Rateable Value above £140,000)	2,000.00

Annual Fees

Category 1	180.00
Category 2	220.00
Category 3	280.00
Category 4	500.00
Category 5	700.00
Category 6	900.00

Provisional Statement

All Categories	200.00
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Transfers

By Licence Holder with Variation	330.00
By Licence Holder with no Variation	165.00
By Person other than Licence Holder with Variation	330.00
By Person other than Licence Holder with no Variation	165.00

TRADERS LICENCE FEES/WARRANTS Cont..
2017/18

Fee Type	Unit Cost 17/18 £
<u>Variation of Premises Licence</u>	
Variation to Substitute Premises Manager with no Variation other than Minor Variation	31.00
Minor Variation	20.00
Non Minor Variation	200.00
<u>Personal Licence</u>	
All Applications	50.00
Replacement Personal Licence	35.00
<u>Application for Extended Hours</u>	
All Applications	10.00
<u>Occasional Licence</u>	
All Applications	10.00
<u>Betting, Gaming & Lotteries Fees</u>	
Gambling Act 2005	
<u>Non Conversion Application in Respect of Provisional Statement Premises</u>	
Large Casino	3,750.00
Small Casino	2,250.00
Bingo Premises	840.00
Adult Gaming Centre	840.00
Betting Premises (Track)	660.00
Family Entertainment Centre	660.00
Betting Premises (Other)	840.00
<u>Non Conversion Application in Respect of Other Premises/Application for Provisional</u>	
Large Casino	7,500.00
Small Casino	6,000.00
Bingo Premises	2,450.00
Adult Gaming Centre	1,400.00
Betting Premises (Track)	1,750.00
Family Entertainment Centre	1,400.00
Betting Premises (Other)	2,100.00
<u>Annual Fee:-</u>	
Large Casino	7,500.00

TRADERS LICENCE FEES/WARRANTS Cont..
2017/18

Fee Type	Unit Cost 17/18 £
Small Casino	3,750.00
Converted Casino	2,550.00
Bingo Premises	700.00
Adult Gaming Centre	700.00
Betting Premises (Track)	1,000.00
Family Entertainment Centre	500.00
Betting Premises (Other)	400.00
First Annual Fee following Non Conversion Application:-	
Large Casino	5,620.00
Small Casino	2,810.00
Bingo Premises	525.00
Adult Gaming Centre	525.00
Betting Premises (Track)	750.00
Family Entertainment Centre	375.00
Betting Premises (Other)	300.00
Application to Vary a Licence:-	
Large Casino	3,750.00
Small Casino	3,000.00
Converted Casino	1,500.00
Bingo Premises	1,200.00
Adult Gaming Centre	700.00
Betting Premises (Track)	870.00
Family Entertainment Centre	700.00
Betting Premises (Other)	1,050.00
Application to Transfer or Reinstate a Licence:-	
Large Casino	1,600.00
Small Casino	1,350.00
Converted Casino	1,000.00
Bingo Premises	840.00
Adult Gaming Centre	840.00
Betting Premises (Track)	660.00
Family Entertainment Centre	660.00
Betting Premises (Other)	840.00
Change of Circumstances Fee	50.00
Copy Licence	25.00

TRADERS LICENCE FEES/WARRANTS Cont..
2017/18

Fee Type	Application Fee £	Annual Fee £	Renewal Fee £
FEC Gaming Machine	300.00	n/a	300.00
Prize Gaming	300.00	n/a	300.00
Alcohol Licensed Premises – Notification of 2 or less machines	50.00	n/a	n/a
Alcohol Licensed Premises – Notification of more than 2 machines	150.00	50.00	n/a
Club Gaming Permit	200.00	50.00	200.00
Club Gaming Machine Permit	200.00	50.00	200.00
Club Fast-Track for Gaming Permit or Gaming Machine Permit	100.00	50.00	100.00
Small Society Lottery Registration	40.00	20.00	n/a

These fees are set by Statute and the licensing authority has no discretion to change them

Miscellaneous Fees	Change of Name	Copy of Permit	Variation	Transfer
FEC Permits	300.00	n/a	300.00	n/a
Prize Gaming Permits	300.00	n/a	300.00	n/a
Alcohol Licensed Premises				
- Notification of 2 or less Machines	150.00	50.00	150.00	50.00
Alcohol Licensed Premises				
-more than 2 machines	200.00	50.00	200.00	50.00
Club Gaming Permit	100.00	50.00	100.00	50.00
Club Gaming Machine Permit	40.00	20.00	40.00	20.00
Small Society Lottery Registration	n/a	n/a	n/a	n/a

PUBLIC LEISURE AMENITIES/HIRES
2017/18

Fee Type	Unit Cost 17/18 £
<u>Golf Fees</u>	
Adult per round	19.25
Adult per round (Off Peak)	15.25
Juvenile per round	11.00
Juvenile per round (Off Peak)	7.75
Senior Citizen per round (Peak)	11.00
Senior Citizen per round (Off Peak)	7.75
Adult Season (7 days)	250.00
Juvenile Season (7 days)	99.00
Senior Citizen Season (7 days)	99.00
Adult (Book of 10 Tickets) (Peak)	153.00
Adult (Book of 10 Tickets) (Off Peak)	123.00
Juvenile (Book of 10 Tickets) (Peak)	87.50
Juvenile (Book of 10 Tickets) (Off Peak)	61.50
Senior Citizen (Book of 10 Tickets) (Peak)	87.50
Senior Citizen (Book of 10 Tickets) (Off Peak)	61.50
Peak Hours at Whinhill Golf Course: after 4.30pm Mon to Fri & all day Sat Sun	

LIBRARY SERVICES

2017/18

Fee Type	Unit Cost 17/18 £
Overdue Book/CD per item per day Adult/Young Adult (up to a maximum of £3.00 per item per issue)	0.10
Overdue Video/DVD Adult/Young Adult per day (up to a maximum of £3.00 per Item per Issue)	0.60
Requests Adult/Young Adult	Free
Requests Senior/Junior	Free
Requests for items not in stock Adult/Young Adult	0.50
Requests for items not in stock Senior/Junior	0.40
CD Hire Adult/ Young Adult	0.85
CD Hire Senior/Junior	0.65
Video Hire Adult/Young Adult	1.85
Video Hire Senior/Junior	1.45
DVD Hire Adult/Young Adult	2.10
DVD Hire Senior/Junior	1.35
Lost/Replacement Tickets Adult/Young Adult	1.20
Lost/Replacement Tickets Senior/Junior	0.65
Inter Library Loan Adult/Young Adult	3.70
Inter Library Loan Senior/Junior	2.30
Sending Fax local per Page (for first page and £0.50 for each subsequent page)	1.10
Sending Fax international per Page	1.35
Receive Fax	1.00
Photocopying/print per A4 Page: Black and White	0.10
Photocopying/print per A3 Page: Black and white	0.20

LIBRARY SERVICES Cont..

2017/18

Fee Type	Unit Cost 17/18 £
Photocopying/print per A3 Page: Colour	1.20
Photocopying/print per A4 Page: Colour	0.60
Print From Microfilm per A4 Page Black and White	0.70
Print From Microfilm per A3 Page Black and White	1.00
Coffee	0.70
Tea	0.70
Cappuccino	0.80

Library Services charge for services on the following basis:-

- CD/DVD/Video hire is paid for at time of hire;
- Overdue items are paid for at time of return;
- Photocopier/Printer/Fax charges are paid for at time of use;
- Requests are paid at time of request;
- Sale items are paid on purchase.

Building Warrant Fee Table from 1st May 2008					
Estimated Value of project (£)	Fees	Estimated Value of project (£)	Fees	Estimated Value of project (£)	Fees
0,000 – 5,000	£100	20,001 – 30,000	£460	360,001 – 380,000	£2,280
5,001 – 5,500	£115	30,001 – 40,000	£520	380,001 – 400,000	£2,380
5,501 – 6,000	£130	40,001 – 50,000	£580	400,001 – 420,000	£2,480
6,001 – 6,500	£145	50,001 – 60,000	£640	420,001 – 440,000	£2,580
6,501 – 7,000	£160	60,001 – 70,000	£700	440,001 – 460,000	£2,680
7,001 – 7,500	£175	70,001 – 80,000	£760	460,001 – 480,000	£2,780
7,501 – 8,000	£190	80,001 – 90,000	£820	480,001 – 500,000	£2,880
8,001 – 8,500	£205	90,001 – 100,000	£880	500,001 – 550,000	£3,055
8,501 – 9,000	£220	100,001 – 120,000	£980	550,001 – 600,000	£3,230
9,001 – 9,500	£235	120,001 – 140,000	£1,080	600,001 – 650,000	£3,405
9,501 – 10,000	£250	140,001 – 160,000	£1,180	650,001 – 700,000	£3,580
10,001 – 11,000	£265	160,001 – 180,000	£1,280	700,001 – 750,000	£3,755
11,001 – 12,000	£280	180,001 – 200,000	£1,380	750,001 – 800,000	£3,930
12,001 – 13,000	£295	200,001 – 220,000	£1,480	800,001 – 850,000	£4,105
13,001 – 14,000	£310	220,001 – 240,000	£1,580	850,001 – 900,000	£4,280
14,001 – 15,000	£325	240,001 – 260,000	£1,680	900,001 – 950,000	£4,455
15,001 – 16,000	£340	260,001 – 280,000	£1,780	950,001 – 1,000,000	£4,630
16,001 – 17,000	£355	280,001 – 300,000	£1,880	For every + £100,000 (or part thereof) add on £250	
17,001 – 18,000	£370	300,001 – 320,000	£1,980		
18,001 – 19,000	£385	320,001 – 340,000	£2,080		
19,001 – 20,000	£400	340,001 – 360,000	£2,180		

All above fees relate to where work has not already started. Where work has started 125% of fee calculated in fee table.

Fee Type	Unit Cost 16/17
	£
Letters of Intent	190
Where an inspection of the property is also required (a further)	260
Search for Archived Documentation	40
Application for amendment of warrant	
Additional work with estimated value greater than £5,000 then fee calculated from scale of fees table dependant on the value of works	
Additional work with no increase (or less than £5,000) or a reduction in estimated value	50
Application for amendment to warrant for demolition or conversion only	50
Application for an extension to warrant	50
Demolition warrant only	100

Submission of a completion certificate where no warrant granted (works complete) for:	
Construction of building or provision of services	125% of fee from table
Demolition only	£125
Conversion only	£125

Fees shall not be payable where the application relates to altering or extending a dwelling so that it is made suitable as a dwelling for a disabled person.

All building warrant fees are subject to the Building Scotland Act.

BUILDING WARRANT FEE AND DISCOUNTS

The Building (Scotland) Act 2003 permits the optional procedure for design or construction work to be certified by qualified, experienced and reputable building professionals and tradesmen as complying with the building regulation

Certification may **only** be undertaken by an approved certifier of design or an approved certifier of construction who is registered in an appropriate approved certification scheme and, where relevant, holds the appropriate designation(s) in such a scheme.

Using this optional procedure allows percentage discounts from the **Payable Fee** (fee due as calculated from the Estimated Value of Works Table) as follows:

CERTIFIERS OF DESIGN

Where one or more certificates are presented with a warrant application the Payable Fee is discounted as follows:

Each certificate that covers a **complete** Functional Standards Section **10%**

Each certificate that covers a **single item** in a Functional Standards Section **1%**

Single item certificates permitted to a maximum of **5%** for any one section of the Functional Standards

Maximum discount on Building Warrant Fee is 60%

NOTE: These discounts also apply when a certificate from an Approved Certifier of Design has been submitted with a Completion Certificate where there is no warrant.

CERTIFIERS OF CONSTRUCTION

Where the Verifier is informed on the warrant application form of the intention to use an Approved Certifier of Construction, the fee payable is discounted as follows:

For each certificate to be submitted **1%**

For a certificate covering the construction of the entire building **20%**

Maximum discount on Building Warrant Fee is 20%

NOTE: If after giving notice of intent to use a certifier of construction a certificate from an approved certifier is not provided with the completion certificate submission, the amount of fee discounted requires to be paid to the verifier and may delay the acceptance of the completion certificate by the verifier. Please note that this section only refers to approved certifiers of construction listed on the certification register rather than general members of any relevant registration body.

**APPLICATION FOR PLANNING PERMISSION
Town & Country Planning (Scotland) Act 1997
SCALE OF FEES (at 1st April 2013)**

Planning Application Fee Table - Inverclyde Council has no power to change planning application fees, this is set by Scottish Government

1 <i>(Category of development)</i>	2 <i>(Fee Payable)</i>
I. Operations	
<p>1. Construction of buildings, structures or erections for use as residential accommodation (other than development within category 6).</p>	<p>Where the application is for-</p> <p>a) planning permission in principle, £401 for each 0.1 ha of the site area, subject to a maximum of £10,028; or for one dwelling-house, £401;</p> <p>b) other than planning permission in principle, £401 for each dwellinghouse to be created by the development, subject to a maximum of £20,055</p>
<p>2. The erection of buildings (other than buildings coming within category 1, 3, 4 or 6)</p>	<p>Where the application is for –</p> <p>a)planning permission in principle, £401 for each 0.1 ha of the site area, subject to a maximum of £10,028;</p> <p>b) other than planning permission in principle-</p> <p>i) where no floor space is to be created by the development or where the area of gross floor space to be created by the development does not exceed 40sq. m, £202;</p> <p>ii) where the area of gross floor space to be created by the development exceeds 40sq. m but does not exceed 75sq. m, £401; and</p> <p>iii) where the area of gross floor space to be created by the development exceeds 75sq. m, £401 for each 75sq. m. (or part thereof), subject to maximum in total of £20,055</p>

1

(Category of development)

2

(Fee Payable)

3. The erection, on land used for the purposes of agriculture, of buildings to be used for agricultural purposes (other than buildings in category 4).

a) Where the application is for planning permission in principle £401 for each 0.1 ha of the site area, subject to a maximum of £20,055;

b) In all other cases

i) where the ground area to be covered by the development exceeds 465sq. m but does not exceed 540sq. m., £401;

ii) where the ground area to be covered by the development exceeds 540sq. m., £401, and an additional £401 for each 75sq. m (or part thereof) in excess of 540sq. m., subject to a maximum of £20,055

4. The erection of glasshouses on land used for the purposes of agriculture.

Where the ground area to be covered by the development exceeds 465sq. m., £2,321

5. The erection, alteration or replacement of plant or machinery.

£401 for each 0.1 ha of the site area, subject to a maximum of £20,055

6. The enlargement, improvement or other alteration of existing dwellinghouses.

a) Where the application relates to one dwellinghouse, £202;

b) Where the application relates to 2 or more dwellinghouses, £401.

1 <i>(Category of development)</i>	2 <i>(Fee Payable)</i>
7. a) The carrying out of operations, including the erection of a building, within the curtilage of an existing dwellinghouse, for purposes ancillary to the enjoyment of the dwellinghouses as such;	£202
b) the erection or construction of gates, fences, walls or other means of enclosure along a boundary of the curtilage of an existing dwellinghouse; or	£202
c) the construction of car parks, service roads and other means of access on land used for the purposes of a single undertaking, where the development is required for a purpose incidental to the existing use of the land.	£202
8. The carrying out of any operations connected with exploratory drilling for oil or natural gas.	£401 for each 0.1 ha of the site area, subject to a maximum of £30,240
9. The placing or assembly of equipment in any part of any marine waters for the purposes of fish farming.	£183 for each 0.1 ha of the surface area of the marine waters to be used in relation to the placement or assembly of any equipment for the purposes of fish farming and £63 for each 0.1 ha of the sea bed to be used in relation to such development, subject to a maximum of £18,270

1
(Category of development)

2
(Fee Payable)

10. The carrying out of any operations not coming within any of the above categories.

In the case of operations for-

a) the winning and working of minerals, £202 for each 0.1 ha of the site area, subject to a maximum of £30,240;

b) the winning and working of peat, £202 for each hectare of the site area, subject to a maximum of £3,024;

c) any other purpose, £202 for each 0.1 ha of the site area, subject to a maximum of £2,016

II. Uses of Land

11. The change of use of a building to use as one or more dwellinghouses.

£401 for each additional dwellinghouse to be created by the development, subject to a maximum of £20,055

12. a) The use of land for the disposal of refuse or waste materials or for the deposit of material remaining after minerals have been extracted from the land;
or

£202 for each 0.1 hectare of the site area, subject to a maximum of £30,240

b) the use of land for the storage of minerals in the open.

£202 for each 0.1 hectare of the site area, subject to a maximum of £30,240

1 <i>(Category of development)</i>	2 <i>(Fee Payable)</i>
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13. The making of a material change in the use of a building or land, other than a material change of use within category 12 or 11; or in the use of equipment placed or assembled in marine waters for the purposes of fish farming.	£401
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III. Advertisements

14. All applications for express consent for the display of advertisements.	£202
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IV. Prior Notification

15. Applications for determination as to whether the prior approval of the Authority is required for agricultural / forestry buildings with permitted development rights.	£78
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Applications for determination as to whether the prior approval of the Authority is required for Demolition of a Building.	£78
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Certificates of Lawful Use or Development.

V. Certificates of Lawful use or Development

Section 150 (1) (a), (b) or (c)	Contact Planning Office
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Section 151 (1) (a) or (b)	Contact Planning Office
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Cost of Statutory Planning Notices in Newspapers

These are charged in accordance with regulation on a cost recovery basis and will vary according to costs set by newspapers. Contact Planning Office for more information.

REGISTRAR SERVICES

2017/18

Fee Type	Unit Cost 17/18	
	£	£
<u>All Religious Marriages</u>		
Notices		60.00
Certificates		10.00
Total Cost		70.00
<u>Small Civil Marriages within Clyde Suite</u>		
	<u>Deposit</u>	
Small Civil Marriage (Monday to Friday)	25.00	128.00
Saturday	50.00	334.00
Sunday	50.00	346.00
Public Holiday	50.00	398.00
<u>Large Civil Marriages within Stewart Suite</u>		
	<u>Deposit</u>	
Large Civil Marriage (Monday to Thursday)	25.00	216.00
Friday	50.00	240.00
Saturday	50.00	352.00
Sunday	50.00	368.00
Public Holiday	50.00	406.00
<u>Approved Venues – Hotels – Town Halls</u>		
*Please note that the fees are only for the attendance of a Registrar at an approved venue. The fees do not include the hall this should be booked and paid for separately:		
	<u>Deposit</u>	
Monday to Friday Office Hours	50.00	294.00
Out of Hours	50.00	333.00
Saturday	50.00	346.00
Sunday	50.00	359.00
Public Holiday	50.00	399.00
<u>Other Services</u>		
	<u>Deposit</u>	
Baby Naming Ceremonies or Renewal of Vows	50.00	209.00
Additional Ceremony	50.00	50.00
Certificates (proof of abbreviated must be shown)		15.00
Certificates (per extract)		10.00
Certificates (per additional extract of same copy)		10.00
Genealogy (per hour search with Registrar)		15.00
Particular search, traced or untraced		5.00
Certificate – First Class Postage		1.00

Registrar Service charges are paid prior to event through cash or credit card transactions.

*All marriage fees are set by statute

SOCIAL WORK SERVICES

2017/18

Fee Type	Unit Cost 17/18 £
Support at Home subject to Financial Assessment (Per Hour)	12.80
Older People's & Adult Integrated Service – Respite	
Aged 18-24 (Per Week)	64.05
Aged 25-59 (Per Week)	79.25
Aged 60+ (Per Week)	132.95
Independent Living Service – Per Blue Badge	20.00
Day Centres-Learning Disability (Other Local Authorities)	
Excluding Transport (Per Day)	118.90
Including Transport (Per Day)	127.45
Transport Only (Per Day)	6.45
Support Services (Per hour)	11.15
Day Care - Meals	
Inverclyde Day Care Centre (Includes Tea/Coffee)	2.45
Small Group Day Care (Includes Tea/Coffee)	2.45
Fitzgerald Resource Centre (Two Courses)	2.45
McPherson Resource Centre (Two Courses)	2.45
Meals on wheels	
Meals on Wheels	2.25

Social Work Services charge for services on the following basis:-

- Care and Support at Home is paid 4 weekly through the issuing of a debtors account;
- Older People's Integrated Services are paid through the issuing of a debtors account after the period of respite;
- Blue Badge is charged at point of service (payment by cheque, postal order or cash; and
- Learning Disability Day Care is paid through the issuing of a debtors account.

Fee Type	Unit Cost 17/18 £
Rat and Mice Eradication	67.00
Wasp Nests (Free to OAP's)	52.00
Additional Nests	25.50
Insect Treatment	52.00
Call-Out Fee For Pests (Refundable in the event of treatment)	21.50
Animal Boarding Licence for 4 or more animals	168.00
Animal Day Care for 4 or more animals	168.00
Animal Boarding Licence for fewer than 4 animals	107.00
Animal Day Care for fewer than 4 animals	107.00
Pet Shop Licence	168.00
Dog Breeders Licence*	168.00
Riding Establishments Licence*	229.00
Zoo Licence	246.00
Dangerous Wild Animals*	168.00
Performing Animals Registration	107.00
Animal Dealers Licence*	168.00
Export Certificates	92.00
Freezer Breakdowns	92.00
Access to Information	131.00
Registration Certificate	92.00
Immigration Report	92.00
Street Traders Certificate of Compliance	46.00
Food Hygiene Certificate	92.00
Private Water Supply Sampling Visit	70.00
Private Water Type B Sample	48.00
Private Water Check Sample	75.00
Private Water Supply Risk Assessment	50.00
Private Water Supply–Audit Sample (cat A)or (Cat B) Sample per unit	7.15
Admin Fee (Enforcement Notices) – Works up to £100	38.25
Admin Fee (Enforcement Notices) – Works over £100	38.25
	Plus £13.00 per £100 of works up to max of £280

***Plus vet fee**

Environmental Services charge for services on the following basis:-

- Rats, mice & wasp eradication are pre-paid; and
- Licences in connection with animals are prepaid;
- All other services are paid through the issuing of a debtors invoice

Fee Type	Unit Cost 17/18
	£
<u>Petroleum Licence Fees</u>	
Not Exceeding 2,500 Litres	45.00
Exceeding 2,500 but not Exceeding 50,000	61.00
Exceeding 50,000 Litres	127.50
<u>Explosives Licence Fees</u>	
Licence to Store Explosives:	
One Year Duration	185.00
Renewal of Licence - One Year Duration	86.00
Registration - One Year Duration	109.00
Renewal of Registration - One Year Duration	54.00
Varying Name/Address on Licence	36.00
Transfer of Licence	36.00
Replacement of Licence	36.00
<u>Weights and Measures</u>	
With the exception of the specific fees below, all weights and measures will be charged at the following hourly rate per officer	
	61.00
<u>Weighing Instruments Non EC</u>	
Not Exceeding 1 tonne*	65.50
Exceeding 1 tonne*	106.50
Exceeding 10 tonne*	225.00

Fee Type	Unit Cost 17/18 £
<u>EC (Non-Automatic Weighing Instruments)</u>	
Not Exceeding 1 tonne*	110.00
Exceeding 1 tonne to 10 tonne*	168.00
Exceeding 10 tonne*	368.00

When testing instruments incorporating remote display or printing facilities, and where completion of the test requires a second person, or a second series of tests by the same person, an additional fee may be charged (50% surcharge plus VAT).
 Note: When supplying specialist equipment (including but not limited to weighbridge test unit, van and test weights, etc) an additional fee may be charged hourly, daily or per appointment, according to circumstance.

*Subject to VAT unless under the Measuring Instruments (EEC Requirements) Regs 1998.

Measuring Instruments for Liquid Fuel and Lubricants

Container Type, not Subdivided*	75.00
Single/Mullet-outlets (nozzles)	
(a) First Nozzle Tested, per site*	123.00
(b) Each Additional Nozzle Tested*	75.00
Testing of Peripheral Electronic Equipment on a Separate Visit (per site) per hour*	84.00
Testing of Credit Card Acceptor (per unit, regardless of slots/nozzles/pumps) per hour*	84.00

Fee Type	Unit Cost 17/18
	£

Road Tanker Fuel Measuring Equip above 100 litres
Meter Measuring System

(a) Wet Hose Type (2 Testing Liquids)*	262.00
(b) Wet Hose Type (3 Testing Liquids)*	307.00
(c) Dry Hose Type (2 Testing Liquids)*	294.00
(d) Dry Hose Type (3 Testing Liquids)*	337.00
(e) Wet/Dry Hose (2 Testing Liquids)*	411.00
(f) Wet/Dry Hose (3 Testing Liquids)*	438.00

Dipstick Measuring System

Up to 7,600 Litres*	180.00
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Certificate of Errors

For Supplying Certificate Containing Results of Errors Found on Testing*	43.00
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International Health Regulations Ship Inspection Charges

Gross Tonnage	
Up to 1000	85.00
1001-3000	120.00
3001-10000	180.00
10001-20000	235.00
20001-30000	305.00
Over 30000	360.00

With the exception of:

Vessels with the Capacity to Carry between 50 and 1000 persons	360.00
Vessels with the capacity to Carry more than 1000 persons	615.00
Extensions	50.00
Water Sample – Ship	£25.50 Sampling Charge plus £7.15 per unit.

Extra charges may be added for exceptional costs such as launch hire

*Subject to VAT unless under the Measuring Instruments (EEC Requirements) Regs 1998

ENVIRONMENTAL SERVICES - ROADS

2017/18

Fee Type	Unit Cost 17/18 £
DDA Footway Crossovers (incl VAT)	805.20
Footway Crossovers (incl VAT)	805.20
Footway Crossover Permit	104.05
Roads Adoption Enquiries	66.30
Road Opening Permit – per Month	140.75
Inspection of Footway Crossovers (Carried out by External Contractor – Including Vat)	72.75
Road Occupation & Scaffold Permit	
For up to 24 Hours	30.85
For first Month	64.35
2-6 Months	128.70
Each 6 Months Thereafter	192.95
Retrospective Payment – one off Payment in Addition to above	64.35
Crane Permit per Occasion	45.05
Skip Permit per Week	27.40
Retrospective Payment – one off Payment in Addition to above	64.35
Street Café Permit per annum	128.65
Temporary Traffic Regulation Order (TTRO)	
Emergency TTRO	303.95
5 day TTRO	199.90
Planned TTRO (Add for Advertising)	485.25
Temporary road signs etc if requested will be charged at the councils recharge rates plus VAT	
Traffic Light Enquiries (Switching on/off)	64.35
Traffic Light Permit (3 way and above)	72.85
Developers & Contractors Consultations No 1 (First consultation free)	309.80
Thereafter per appointment (incl VAT)	
Attendance on Third Party Hazards per Hazard per week (incl VAT)	385.90
Any Additional Work will be Charged at the Councils Recharge Rates plus VAT	

- Permits are paid at time of purchase (Domestic and Trade Customers)
- Any additional work will be charged at the council's recharge rates plus VAT