

PUBLIC PROTECTION PARTNERSHIP FEES AND CHARGES 2023/2024

The Public Protection Partnership (PPP) provides chargeable services on behalf of two authorities, Bracknell Forest Council and West Berkshire Council.

Fees effective from 1 April 2023

Please Note:

- All Statutory Fees and those linked to national schemes are based on fees published on **08 September 2022** and may be subject to change by Central Government or the management of the schemes.
- The Hourly rate is **£64 ph** for 2023/24, if there is a minimum number of hours or it is capped it is indicated in the text below.
- Class A Statutory Fees are marked with **Pale Gold** and Class B Discretionary Fees are headed **Blue**
- There are some additional fees which will be due when making an application, these are listed separately (if known) and with a note if varied amounts
- If you have any questions regarding our fees and charges please contact PPP Partnership Support Customer Care team using our [Make an enquiry form](#).

CONTENTS

Licences, Registrations and Consents	3
Pre Application Advice	3
Animal Licences	3
Explosives Licences – Statutory	6
Gambling Act 2005 – Statutory	6
Hackney Carriage and Private Hire Licences.....	8
Hairdresser Registration (Bracknell Forest Only)	11
Licensing Act 2003 - Statutory.....	11
Petroleum Licences – Statutory	11
Scrap Metal	12
Sex Establishments – Statutory.....	12
Skin Piercing & Dermal Treatments.....	12
Street Trading Consents	12
Environmental Protection.....	13
Abandoned vehicles – Statutory	13
Anti-Social Behaviour Act	13
Dog Warden Services.....	13
Environmental Permitting Regulations 2016 – Statutory.....	13
Private Sector Housing.....	15
Private Water Supplies (Statutory Cap).....	15
Other Fees.....	16
Trading Standards.....	16
Buy with confidence.....	16
Primary Authority	16
Support with Confidence	16
Weights and Measures.....	18
Other Fees.....	18

LICENCES, REGISTRATIONS AND CONSENTS

Pre Application Advice

We provide chargeable pre-application advice for the following licenses and consents:

License/Consents	2022/23 Fee	2023/24 Fee
Gambling Act	£59ph	£64ph
Licensed Premises Notifications	£59ph	£64ph
Licensing Act 2003	£59ph	£64ph
Scrap Metal	£59ph	£64ph
Sex Establishments	£59ph	£64ph
Skin Piercing & Dermal Treatments	£59ph	£64ph
Street Trading Consents	£59ph	£64ph

Animal Licences

Animal Licences – (Class A – Fee Discretionary)			
*The granting fee includes initial inspection and mid-term inspection totalling 4 hours (unless stated differently). Inspections required beyond this due to additional visits and aborted visits will be charged at an additional fee		2022/23 Fee	2023/24 Fee
**Additional vets fee payable			
NEW - Animal Boarding Establishment - combined (dogs and cats)	Application Fee	£177	£192
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£413 minimum	£448 minimum
RENEWAL - Animal Boarding Establishment - combined (dogs and cats)	Application Fee	£148	£160
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£384 minimum	£416 minimum
NEW - Animal Boarding Establishment - single species (dogs or cats))	Application Fee	£118	£128
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£354 minimum	£384 minimum
RENEWAL - Animal Boarding Establishment - single species (dogs or cats))	Application Fee	£89	£96
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£325 minimum	£352 minimum
NEW - Home boarder (midterm inspections to be charged in addition to revisits and aborted visit charges)	Application Fee	£118	£128
	Granting Fee	Minimum 2 hours at £118*	Minimum 2 hours at £128*
	Total Fee (minimum)	£236 minimum	£256 minimum
RENEWAL - Home boarder (midterm inspections to be charged in addition to revisits and aborted visit charges)	Application Fee	£89	£96
	Granting Fee	Minimum 2 hours at £118*	Minimum 2 hours at £128*
	Total Fee (minimum)	£207 minimum	£224 minimum
	Application Fee	£118	£128

Appendix Fiii

NEW - Home Boarder - Franchisee arrangers licence (excludes inspection fee per host)	Granting Fee	Per inspection at hourly rate	Per inspection at hourly rate
	Total Fee (minimum)	£118 + host inspection fee	£128 + host inspection fee
RENEWAL - Home Boarder - Franchisee arrangers licence (excludes inspection fee per host)	Application Fee	£89	£96
	Granting Fee	Per inspection at hourly rate	Per inspection at hourly rate
	Total Fee (minimum)	£89 + host inspection fee	£96 + host inspection fee
Assessment of hobby host as part of a franchisee licence	Host inspection fee	£118	£128
NEW - Dog Day Care	Application Fee	£177	£192
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£413 minimum	£448 minimum
RENEWAL - Dog Day Care	Application Fee	£148	£160
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£384 minimum	£416 minimum
NEW - Dog Breeding Establishment (**excluding vet fee)	Application Fee	£177	£192
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£413 minimum	£448 minimum
RENEWAL - Dog Breeding Establishment	Application Fee	£148	£160
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£384 minimum	£416 minimum
NEW - Dog Breeding Establishment (in domestic dwelling)(**excluding vet fee)	Application Fee	£118	£128
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£354 minimum**	£384 minimum**
RENEWAL - Dog Breeding Establishment (in domestic dwelling)	Application Fee	£89	£96
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£325 minimum	£352 minimum
NEW - Pet Vending / Sale of pets	Application Fee	£118	£128
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£354 minimum	£384 minimum
RENEWAL - Pet Vending / Sale of pets	Application Fee	£89	£96
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£325 minimum	£352 minimum
NEW - Animal for Exhibition	Application Fee	£177	£192
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£413 minimum	£448 minimum
RENEWAL - Animal for Exhibition	Application Fee	£148	£160

Appendix Fiii

	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
		£384 minimum	£416 minimum
Riding Establishment - Inspections are carried out annually, regardless of the star rating or length of licence, by a qualified Veterinarian Officer. **Vets fees will be recharged separately.			
NEW - Main inspection fee, plus fee per horse (**excluding vets fee)	Application Fee	£118	£128
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£354 minimum**	£416 minimum**
RENEWAL - Main inspection fee, plus fee per horse (**excluding vets fee)	Application Fee	£89	£96
	Granting Fee	Minimum 4 hours at £236*	Minimum 4 hours at £256*
	Total Fee (minimum)	£325 minimum**	£352 minimum**
Fee per horse, for the first 10 horses		£15	£16
Fee per horse, for next 11-50 horses		£10	£11
Fee per horse, for every horse 51 & over		£8	£9
Other Fees			
Additional mid licence visit		£118	£128
Variation to the licence fee (inclusive of one visit)		£177	£192
Replacement licence fee (lost or stolen paperwork, change of name, etc.)		£30	£32
Re-evaluation of star rating (inclusive of one visit)		£118	£128
Transfer due to death of licensee	Admin cost	£30	£32

Wild Animals and Zoos

Wild Animals & Zoos	Duration	Bracknell Forest 2022/23 Fee	Bracknell Forest 2023/24	West Berkshire 2022/23 Fee	West Berkshire 2023/24
Dangerous Wild Animal Consent - New (** excluding vets fee)	2 years	£472	£512	£472	£512
Dangerous Wild Animal Consent – Renewal (** excluding vets fee)	2 years	£295	£320	£295	£320
Zoo Licences (new & renewals) Periodical inspections (** excluding Vets Fees)	Up to 6 years	£2065	£2240	£2,066.00	£2240

Explosives Licences – Statutory

Description	Duration	All Council Areas
New licence for explosives below 250kg Net Explosive Content (NEC)	1 year	£111.00
	2 years	£144.00
	3 years	£177.00
	4 years	£211.00
	5 years	£243.00
Renewal of licence for explosives below 250kg Net Explosive Content (NEC)	1 year	£55.00
	2 years	£88.00
	3 years	£123.00
	4 years	£155.00
	5 years	£189.00
New licence for explosives above 250kg Net Explosive Content (NEC)	1 year	£189.00
	2 years	£248.00
	3 years	£311.00
	4 years	£382.00
	5 years	£432.00
Renewal of licence for explosives above 250kg Net Explosive Content (NEC)	1 year	£88.00
	2 years	£150.00
	3 years	£211.00
	4 years	£272.00
	5 years	£333.00
Varying the name of licensee or address of site		£37.00
Any other kind of variation		Cost Recovery
Transfer of licence		£37.00
Replacement Licence		£37.00
Full year registration for sale of fireworks (capped fee)		£500.00

Gambling Act 2005 – Statutory

Description	Type	All Council Areas
Casinos (regional)	New Application	£15,000
	Provisional Statement	£15,000
	Application with Provisional Statement	£8,000
	Variation	£7,500
	Transfer/Reinstatement	£6,500
	Annual Fee	£15,000
Casinos (large)	New Application	£10,000
	Provisional Statement	£10,000
	Application with Provisional Statement	£5,000
	Variation	£5,000
	Transfer/Reinstatement	£2,150
	Annual Fee	£10,000
Casinos (small)	New Application	£8,000
	Provisional Statement	£8,000
	Application with Provisional Statement	£3,000
	Variation	£4,000
	Transfer/Reinstatement	£1,800
	Annual Fee	£5,000

Appendix Fiii

Bingo Clubs	New Application	£3,500
	Provisional Statement	£3,500
	Application with Provisional Statement	£1,200
	Variation	£1,750
	Transfer/Reinstatement	£1,200
	Annual Fee	£1,000
Betting Premises	New Application	£3,000
	Provisional Statement	£3,000
	Application with Provisional Statement	£1,200
	Variation	£1,500
	Transfer/Reinstatement	£1,200
	Annual Fee	£600
Tracks	New Application	£2,500
	Provisional Statement	£2,500
	Application with Provisional Statement	£950
	Variation	£1,250
	Transfer/Reinstatement	£950
	Annual Fee	£1,000
Family Entertainment Centres	New Application	£2,000
	Provisional Statement	£2,000
	Application with Provisional Statement	£950
	Variation	£1,000
	Transfer/Reinstatement	£950
	Annual Fee	£750
Adult Gaming Centres	New Application	£2,000
	Provisional Statement	£2,000
	Application with Provisional Statement	£1,200
	Variation	£1,000
	Transfer/Reinstatement	£1,200
	Annual Fee	£1,000
Lotteries & Amusements	New Application	£40
	Annual Fee	£20
All licences	Notification of change	£50
	Copy of licence	£25
Club gaming or machine permit	New Application	£200
	Existing holder	£100
	Renewal	£200
	Annual Fee	£50
	Variation	£100
	Copy of licence	£15
Club Gaming or Machine Permit (holds a club Premises Certificate under Licensing Act 2003)	New Application	£100
	Renewal	£100
Licensed Premises Notifications		All Council Areas
To make available up to 2 gaming machines on premises which hold on-premises alcohol licence	Notification of intention	£50
	Application (existing holder)	£100

Appendix Fiii

Gaming Machine Permit (more than 2 machines) on-premises which hold on premises alcohol licence	New Application	£150
	Annual Fee	£50
	First Annual Fee (payable within 30 days of date permit takes effect)	£50
	Variation	£100
	Transfer	£25
	Change of name	£25
	Copy of permit	£15

Hackney Carriage and Private Hire Licences

Vehicle Licences		Bracknell Forest 2022/23 Fee	West Berkshire 2022/23 Fee	All Council Areas (where applicable) 2023/24 Fee
Hackney Carriage Vehicle – New		£266	£266	£288*
Hackney Carriage Vehicle – Renewal		£236	£236	£256*
Private Hire Vehicle – New		£266	£266	£288
Private Hire Vehicle – Renewal		£236	£236	£256
Home to school – New and renewal		£148	N/a	£160
Private Hire Vehicle with Dispensation - New		£266	£266	£288
Private Hire Vehicle with Dispensation - Renewal		£236	£236	£256
Temporary Vehicle Licence	Up to 3 months	£236	£236	£256
Driver Licences				
Driver – New	3 year Includes initial tests, safeguarding and disability trainings	£301	£301	£328
Driver – Renewal		£272	£272	£296
Home to school – New & Renewal	3 year Includes initial tests, safeguarding and disability trainings	£207	N/A	£225
Conversion of driver licence to another type	1.5hrs (inc retaking tests)	£89	£89	£96

* It was agreed at the Executive meeting on the 22 September 2022 that West Berkshire Council would offer a fee based remittance scheme, subsidised by the Council and that it be introduced from 01 April 2023 for both electric (100%) and hybrid (50%) vehicles that met the agreed criteria.

Private Hire Operators (PHO)

Private Hire Operator	Number of Vehicles	2022/23 Fee	2023/24 Fee
NEW Per vehicle calculation of 3.5 hours (at £64.00 hourly rate) plus an hour per year (years 2-5) for first vehicle, plus 15 minutes per additional vehicle per years (years 1-5) up to a maximum of 20 vehicles	1	£443.00	£480
	2	£516.00	£560
	3	£590.00	£640
	4	£664.00	£720
	5	£738.00	£800
	6	£811.00	£880
	7	£885.00	£960
	8	£959.00	£1040
	9	£1,033.00	£1120
	10	£1,106.00	£1200
	11	£1,180.00	£1286
	12	£1,254.00	£1360
	13	£1,328.00	£1440
	14	£1,401.00	£1520
	15	£1,475.00	£1600
	16	£1,549.00	£1680
	17	£1,623.00	£1760
	18	£1,696.00	£1840
	19	£1,770.00	£1920
	20	£1,844.00	£2000
20+	£1,844.00	£2000	
Private Hire Operator	Number of Vehicles	2022/23 Fee	2023/24 Fee
RENEWAL Per vehicle calculation of 1.5 hours (at £64 hourly rate) plus an hour per year (years 2-5) for first vehicle, plus 15 minutes per additional vehicle per years (years 1-5) up to a maximum of 20 vehicles	1	£325.00	£352
	2	£398.00	£432
	3	£472.00	£512
	4	£546.00	£592
	5	£620.00	£672
	6	£693.00	£752
	7	£767.00	£832
	8	£841.00	£912
	9	£915.00	£992
	10	£988.00	£1072
	11	£1,062.00	£1152
	12	£1,136.00	£1232
	13	£1,210.00	£1312
	14	£1,283.00	£1392
	15	£1,357.00	£1472
	16	£1,431.00	£1552
	17	£1,505.00	£1632
	18	£1,578.00	£1712
	19	£1,652.00	£1792
	20	£1,726.00	£1872
20+	£1,726.00	£1872	

Other Private Hire & Hackney Carriage Charges

Other charges		2022/23 Fee	2023/24 Fee All Council Areas (where applicable)
Variation to PHO licence	To include reissue of licence with additional vehicle registration added plus extra fees for these for length of licence	£59	£64
Transfer of vehicle to new owner		£59	£64
Change of vehicle		£74	£80
Replacement Licence		£30	£32
Replacement Badge		£30 + Badge Costs	£32 + Badge Costs (£5)
Replacement Vehicle Licence Plate		£30 + Plate Costs (£26)	£32 + Plate Costs (£26)
Knowledge Test		£74	£80
Missed Appointment		£30	£32
Disclosure and Barring Service Check (DBS)		£79	£70
Advertising on a Hackney carriage - New	Bracknell Only	£59	£64
Advertising on a Hackney Carriage - Renewal	Bracknell Only	£30	£32
Change of address (PH & HC)		£10.50	£11.50
Backing Plate		£26 at cost	£26 at cost
Medical Exemption		£30	£32
Refund Processing Fee		£30	£32
Change of vehicle registration	Including	£30 + sticker and licence costs	£32 + sticker and licence costs (£31)
Age of vehicle Inspection – initial & renewal	Bracknell Only	£59	£64
Pre-application advice, hourly rate	Min 1 hour	£59	£64
Disability Awareness Training		Included in driver application fee	Included in driver application fee
Safeguarding Training		Included in driver application fee	Included in driver application fee
First aid Training	Bracknell Only		Will be removed if revisions to policy adopted

Hairdresser Registration (Bracknell Forest Only)

Description	2022/23 Fee	2023/24 Fee All Council Areas (where applicable)
Hairdresser/barber registration	£30	£32

Licensing Act 2003 - Statutory

Premises Licence – “one off” fees set by statute based upon rateable value (RV) of premises (Class B – Statutory Fee)	PPP Areas
Band A – RV up to 4,300	£100
Band B – RV 4,300 to 33,000	£190
Band C – RV 33,001 to 87,000	£315
Band D – RV 87,001 to 125,000	£450
Band E – RV 125,001 and above	£635
Pre-application advice, hourly rate	£64
Premises Licence – Annual Fee (Class B – Statutory Fee)	
Band A	£70
Band B	£180
Band C	£295
Band D	£320
Band E	£350
Personal Licence - (Class B – Statutory Fee)	£37
Temporary Event Notices (TENS) - (Class B – Statutory Fee)	£21
Application for copy licence	£10.50
Application to vary DPS/transfer licence/interim notice	£23
Application for making a provisional statement	£315
Minor variation	£89
Application to disapply mandatory DPS condition	£23
Pre-application work, hourly rate	£64

Petroleum Licences – Statutory

Petroleum Licences	All Council Areas
Not exceeding 2,500 litres	£45
Not exceeding 50,000 litres	£61
Exceeding 50,000 litres	£128

Scrap Metal

Description		2022/23 Fee	2023/24 Fee
Scrap Metal site –New	3 Years	£472	£512
Scrap Metal site - Renewal	3 Years	£443	£480
Scrap Metal mobile collector - new	3 Years	£236	£256
Scrap Metal mobile collector - renewal	3 Years	£207	£224
Scrap Metal - Variation of Licence		£236	£256
Scrap Metal - change of site manager		£59	£64
Scrap Metal - copy of licence		£11	£16
Scrap Metal - Change of Name		£30	£32

Sex Establishments – Statutory

Description	Type	All Council Areas
Sex Establishments - (Class A – Fee Discretionary)	Cinema	min £3,100 to max £5,150
	Shop	min £3,100 to max £5,150
	Entertainment Venue	min £3,100 to max £5,150

Skin Piercing & Dermal Treatments

Description	Type	2022/23 Fee	2023/24 Fee
Skin piercing Registrations (one off registration) - (Class A – Fee Discretionary)	Individual (4hrs)	£236	£256
	Premises (5hrs)	£295	£320
	Joint application (7hrs)	£413	£448
Pre-application work, hourly rate	Min. 1 hour	£59	£64

Street Trading Consents

Description	Type	Bracknell Forest 2022/23 Fee	Bracknell Forest 2023/24	West Berkshire 2022/23 Fee	West Berkshire 2023/24
	Daily	N/a	£64	N/a	£64
Street Trading Consents - (Class A – Fee Discretionary)	1 Week	£144	£156	£144	£156
	Monthly Rate	£241	£262	£241	£262
	3 months	£642	£699	£642	£699
	6 months	£803	£875	£803	£875
	Annual Fee	£1365	£1487	£1365	£1487
	6 months max. 2 trading days a week incl. Fri, Sat & Sun	£642	£699	N/A	N/A
	6 months max. 2 trading days a week Mon-Thurs only	£482	£525	N/A	N/A

Appendix Fiii

	Ice cream van (per van) 6 month	£717	£781	As for 6 months above	As for 6 months above
	Ice cream van (per van) 1 month	£186	£202	As for 1 months above	As for 1 months above
Variation fee		£89	£96	£89	£96
Refund for Street Traders	In the event that following consultation the application is refused or deemed withdrawn by officers, a sum of 50% of the application fee is payable as a refund. If the application is refused by a Panel, no refund of the application fee is payable.				
Pre-application work, hourly rate	Min. 1 hour	£59	£64	£59	£64

ENVIRONMENTAL PROTECTION

Abandoned vehicles – Statutory

Description		Bracknell Forrest Only
Removal (prescribed fee)	Less than 3.5 tonnes	£150
Daily Storage (prescribed fee)	Less than 3.5 tonnes	£20
Enforcement Disposal costs (prescribed fee)	Less than 3.5 tonnes	£75
Fixed Penalty Notice	Reduced to £120.00 if paid within 7 days	£200
Enforcement invoice costs		£77

Anti-Social Behaviour Act

Description		2022/32 Fee	2023/24 Fee
Anti-Social Behaviour Act	High Hedges Fee (Class A – Fee Discretionary)	£1,206	£1310

Dog Warden Services

Description	2022/23 Fee	2023/24 Fee
Stray Dogs – not taken to kennel	£73	£80
Stray Dogs – taken to kennel	£73 plus Cost recovery and Vets fees separate.	£80 plus Cost recovery and Vets fees separate.
Kennels cost	Recharge based on cost	Recharge based on cost
Dog fouling fixed penalty charge	£75	£75
Miscellaneous stray dog activities e.g. taxi, relocating, microchipping	Cost recovery charged at £59	Cost recovery charged at £64ph

Environmental Permitting Regulations 2016 – Statutory

Scheduled Processes – (Class B – statutory Fee)		All Council Areas
Standard Process		£1,650

Appendix Fiii

Additional fee for operating without a permit		£1,188
Service Stations (PVR 1 & PVR II combined)		£257
Service Station (PVR 1)		£155
Dry Cleaners		£155
Vehicle Refinishers		£362
Mobile Screening & Crushing Plant		£1,650
Mobile Screening & Crushing Plant for the 3 rd to 7 th applications		£985
Mobile Screening & Crushing Plant for the 8 th and subsequent applications		£498
Substantial changes		
Standard Process		£1,050
Standard process where substantial change results in a new PPC activity		£1,650
Reduced Activities		£102
Annual Subsistence Charge (Statutory)		
Standard Process	Low	£772
	Medium	£1,161
	High	£1,747
Service stations PVR II	Low	£113
	Medium	£226
	High	£341
VR and other reduced fees	Low	£228
	Medium	£365
	High	£548
Dry cleaners/PVR1	Low	£79
	Medium	£158
	High	£237
Mobile Screening & Crushing Plant	Low	£626
	Medium	£1,034
	High	£1,506
Mobile Screening & Crushing Plant for 2 nd permit	Low	£646
	Medium	£1,034
	High	£1,506
Mobile Screening & Crushing Plant for 3 rd to 7 th permit	Low	£385
	Medium	£617
	High	£924
Mobile Screening & Crushing Plant for the 8 th and subsequent permits	Low	£198
	Medium	£316
	High	£473
Late payment charge	If invoice issued & not paid within 8 weeks	£52
Transfer and Surrender		
Transfer		£169
Partial Transfer		£497
Surrender		£0
Transfer Reduced fees		£0
Partial Transfer Reduced Fees		£47

Private Sector Housing

Description	2022/23 Fee	2023/24 Fee
Inspection of Housing Premises for Immigration purposes (Class A – Fee Discretionary)	£404	£435
Enforcement Notices served under Housing Act 2004	£118	Hrly Rate
HMO Licence NEW - assisted application	£1180	£1280
HMO Licence RENEWAL	£797	£865
Caravan Site Licences		
Site licence new (plus additional fee per pitch)	£443	£480
New licence additional fee per pitch	£16	£17
Transfer of licence	£187	£192
Alteration of conditions	Hrly Rate	Hrly Rate
Annual inspection fee – per pitch	£14	£15
Enforcement action -per hour	£59	£64
Deposit, vary or deleting site rules	£118	£128
Mobile Homes Regulations 2020		
Application Fee – Fit and Proper Test (any application taking more than two hours to process will be charged at an additional hourly rate of £64/ph or part thereof)	£118	£128
Annual Check Fee – Fit and Proper Test	Hrly Rate	Hrly Rate
Where the authority has to assist with appointing a site manager the costs will be specified in the agreement between the parties		

Private Water Supplies (Statutory Cap)

Description		2022/23 Fee	2023/24 Fee
Risk assessment	Every 5 years. Min. charge 1 hour, simple risk assessment and report typically 5 hours	£59 hourly rate	£64 hourly rate
Sampling	Charge for a visit, taking a sample and delivery to the laboratory. Typically 2.5 hours	£59 hourly rate	£64 hourly rate
Private water and pool samples	Includes cost of testing	£59	£64
Investigation	Carried out in the event of a test failure, can be substituted by the risk assessment - this does not include any required analysis costs.	£118	£128
Analysis – Regulation 10	Where a supply provides <10m ³ /day or serves <50 people and is used for domestic purposes	£28	£32
Analysis of Group A Parameters		Hourly Rate + Laboratory Costs	Hourly Rate + Laboratory Costs
Analysis of Group B Parameters		Hourly Rate + Laboratory Costs	Hourly Rate + Laboratory Costs
Hourly charge			£64

Other Fees

	Hourly rate applies minimum of 2 hours	2022/23 Fee	2023/24 Fee
Environmental Information Request - Individual, Non-Commercial	Hourly rate applies minimum of 2 hours	£118 minimum	£128 minimum
Environmental Information Request - Commercial and Government	Hourly rate applies minimum of 2 hours	£118 minimum	£128 minimum
Civil Actions (Class A – Fee Discretionary)		£118 minimum	£128 minimum
Safety Certification and administration	Hourly rate applies minimum of 2 hours	£118 minimum	£128 minimum
Pre-Application Advice, hourly charge		£59	£64

TRADING STANDARDS

Buy with confidence

Description	Employee numbers	2022/23 Fee	2023/24 Fee
Application Fee (set nationally by Buy with Confidence scheme)	1-5 employees	£125	£136
	6-20 employees	£167	£182
	21-49 employees	£208	£226
	50+ employees	POA	POA
Annual fee (set nationally by Buy with Confidence scheme)	1-5 employees	£250	£272
	6-20 employees	£375	£408
	21-49 employees	£500	£545
	50+ employees	POA	POA
Members before 2017/18 Annual Fee (Bracknell Forest legacy members only)	1-5 employees	£125	£136
	6-20 employees	£189	£206
	21-49 employees	£252	£274

* West Berkshire & Wokingham schemes administered by Hampshire County Council

Primary Authority

Description	2022/23 Fee	2023/24 Fee
Primary Authority Work hourly chargeable rate	£59 Hrly Rate	£64 Hourly Rate
Annual charge - previous year usage 10 hours or less	£531	£576
Annual charge - previous year usage 20 hours	£1062	£1,158
Anything likely to be in excess of 20 hours	Individually assessed	Individually assessed

Support with Confidence

Description	Employee numbers	2022/23 Fee	2023/24 Fee
Application fee	1-5 employees	£59	£64
	6-20 employees	£120	£130
	21+ employees	£300	£327

Weights and Measures

Description		2022/23 Fee	2023/24 Fee
Weights and Measures Fees	Includes the cost of maintaining calibration of equipment annually (Based on ACTSO guidance)	£64	£64

Other Fees

Description		2022/23 Fee	2023/24 Fee
Food export certificates	Full cost recovery based on hourly rate	£59 minimum	£64 minimum
Food Hygiene Rating Scheme rescore	2 hours	£118	£128
General Business Advice (Non-Primary Authority)	Hourly rate (first 30 minutes free)	£59	£64
Resident Request for Advice	Hourly rate	£59	£64