DRAFT PUBLIC PROTECTION PARTNERSHIP FEES AND CHARGES 2024/2025

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 2024

Please Note:

- All Statutory Fees and those linked to national schemes are based on fees published on 21 September 2023 and may be subject to change by Central Government or the management of the schemes.
- The Hourly rate is **£68.25ph** for 2024/25 (uplift based on CPI Index as at August 2023 of 6.7%), 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 <u>Make an enquiry form</u>.

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LICENCES, REGISTRATIONS AND CONSENTS

Pre-Application Advice

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

License/Consents	2023/24 Fee	2024/25 Fee
GamblingAct	£64ph	£68.25
Licensed Premises Notifications	£64ph	£68.25
Licensing Act 2003	£64ph	£68.25
Scrap Metal	£64ph	£68.25
Sex Establishments	£64ph	£68.25
Skin Piercing & Dermal Treatments	£64ph	£68.25
Street Trading Consents	£64ph	£68.25

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		2023/24 Fee	2024/25 Fee		
charged at an additional fee **Additional vets fee payable	a visits will be				
NEW - Animal Boarding	Application Fee	£192	£204.75		
Establishment - combined (dogs and cats)	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £273*		
	Total Fee (minimum)	£448 minimum	£477.75 minimum		
DENEWAL Animal Doording	Application Fee	£160	£171		
RENEWAL - Animal Boarding Establishment - combined (dogs and cats)	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £273*		
(uogs and cats)	Total Fee (minimum)	£416 minimum	£444 minimum		
NEW - Animal Boarding Establishment - single species	Application Fee	£128	£136.50		
(dogs or cats))	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £273*		
	Total Fee (minimum)	£384 minimum	£409.50 minimum		
RENEWAL - Animal Boarding Establishment - single species	Application Fee	£96	£102		
(dogs or cats))	Granting Fee	Minimum 4 hours at £256*	Minimum 4 hours at £273*		
	Total Fee (minimum)	£352 minimum	£375 minimum		
NEW - Home boarder (midterm fee removed for	Application Fee	£128	£136.50		
2024)	Granting Fee	Minimum 2 hours at £128*	Minimum 4 hours at £273		
	Total Fee (minimum)	£256 minimum	£409.50 minimum		
RENEWAL - Home boarder	Application Fee	£96	£102		
(midterm fee removed for 2024)	Granting Fee	Minimum 2 hours at £128*	Minimum 4 hours at £273*		
	Total Fee (minimum)	£224 minimum	£375 minimum		

	Application Fee	£128	£136.50
NEW - Home Boarder - Franchisee arrangers licence	Granting Fee	Per inspection	Per inspection at
(excludes inspection fee per		at hourly rate	hourly rate
host)	Total Fee (minimum)	£128 + host	£136.50 + host
		inspection fee	inspection fee
RENEWAL - Home Boarder -	Application Fee	£96	£102
Franchisee arrangers licence	Granting Fee	Per inspection	Per inspection at
(excludes inspection fee per		at hourly rate	hourly rate
host)	Total Fee (minimum)	£96 + host	£102 + host
		inspection fee	inspection fee
Assessment of hobby host as part of a franchisee licence	Host inspection fee	£128	£136.50
	Application Fee	£192	£204.75
	Granting Fee	Minimum 4	Minimum 4 hours at
NEW - Dog Day Care	C C	hours at £256*	£273*
	Total Fee (minimum)	£448 minimum	£477.75 minimum
	Application Fee	£160	£171
	Granting Fee	Minimum 4	Minimum 4 hours at
RENEWAL - Dog Day Care	_	hours at £256*	£273*
	Total Fee (minimum)	£416 minimum	£444 minimum
NEW Deg Brooding	Application Fee	£192	£204.75
NEW - Dog Breeding Establishment (**excluding	Granting Fee	Minimum 4	Minimum 4 hours at
vet fee)		hours at £256*	£273*
	Total Fee (minimum)	£448 minimum	£477.75 minimum
	Application Fee	£160	£171
RENEWAL - Dog Breeding	Granting Fee	Minimum 4	Minimum 4 hours at
Establishment		hours at £256*	£273*
	Total Fee (minimum)	£416 minimum	£444 minimum
NEW - Dog Breeding	Application Fee	£128	£136.50
Establishment (in domestic	Granting Fee	Minimum 4	Minimum 4 hours at
dwelling)(**excluding vet		hours at £256*	£273*
fee)	Total Fee (minimum)	£384	£409.50 minimum
		minimum**	
RENEWAL - Dog Breeding	Application Fee	£96	£102
Establishment (in domestic	Granting Fee	Minimum 4	Minimum 4 hours at
dwelling)	Total Fee (minimum)	hours at £256* £352 minimum	£273* £375 minimum
	· · · · ·		
NEW - Pet Vending / Sale of	Application Fee	£128	£136.50
pets	Granting Fee	Minimum 4	Minimum 4 hours at
	Total Eco (minimum)	hours at £256* £384 minimum	£273* £409.50 minimum
	Total Fee (minimum)	בססק minimum	£405.30 mmmum
	Application Fee	£96	£102
	Granting Fee	Minimum 4	Minimum 4 hours at
RENEWAL - Pet Vending/		hours at £256*	£273*
Sale of pets	Total Fee (minimum)	£352 minimum	£375 minimum

	Application Fee	£192	£204.75
	Granting Fee	Minimum 4	Minimum 4 hours at
NEW - Animal for Exhibition	0	hours at £256*	£273*
	Total Fee (minimum)	£448 minimum	£477.75 minimum
	Application Fee	£160	£171
RENEWAL - Animal for	Granting Fee	Minimum 4	Minimum 4 hours at
Exhibition		hours at £256*	£273*
	Total Fee (minimum)	£416 minimum	£444 minimum
Riding Establishment - Inspect	ions are carried out ann	ually, regardless of	the star rating or
length of licence, by a qualifie	d Veterinarian Officer. *	*Vets fees will be r	echarged separately.
	Application Fee	£128	£136.50
NEW - Main inspection fee,	Granting Fee	Minimum 4	Minimum 4 hours at
plus fee per horse		hours at £256*	£273*
(**excluding vets fee)	Total Fee (minimum)	£416	£409.50 minimum**
		minimum**	
	Application Fee	£96	£102
RENEWAL - Main inspection	Granting Fee	Minimum 4	Minimum 4 hours at
fee, plus fee per horse		hours at £256*	£273*
(**excluding vets fee)	Total Fee (minimum)	£352	£375 minimum**
		minimum**	
Fee per horse, for the first 10		£16	£17
horses			
Fee per horse, for next 11-50		£11	£12
horses			
Fee per horse, for every		£9	£9.50
horse 51 & over			
014			
Other Fees		6120	6126 50
Additional mid licence visit		£128	£136.50
Variation to the licence fee		£192	£204.75
(inclusive of one visit)		(22)	C2.4
Replacement licence fee (lost		£32	£34
or stolen paperwork, change			
of name, etc.)		(120	6126 50
Re-evaluation of star rating		£128	£136.50
(inclusive of one visit) Transfer due to death of	Admin cost	£32	£34
licensee	Admin cost	LJZ	L34
IICEIISEE			

Wild Animals and Zoos

Wild Animals & Zoos	Duration	2023/24 Fee	2024/25 Fee
Dangerous Wild Animal	2 years	£512	£546
Consent - New			
(** excluding vets fee)			
Dangerous Wild Animal	2 years	£320	£341.25
Consent – Renewal			
(** excluding vets fee)			
Zoo Licences (new &	Up to 6	£2240	£2388.75
renewals)	years		
Periodical inspections (**			
excluding Vets Fees)			

Explosives Licences – Statutory

Description	Duration	All Council Areas
	1 year	£113.00
New licence for explosives below 250kg Net Explosive	2 years	£147.00
Content (NEC)	3 years	£181.00
content (NEC)	4 years	£215.00
	5 years	£248.00
	1 year	£56.00
Renewal of licence for explosives below 250kg Net Explosive	2 years	£90.00
Content (NEC)	3 years	£125.00
content (NEC)	4 years	£158.00
	5 years	£193.00
	1 year	£193.00
New licence for explosives above 250kg Net Explosive	2 years	£253.00
Content (NEC)	3 years	£317.00
content (NEC)	4 years	£390.00
	5 years	£441.00
	1 year	£90.00
Panawal of licence for explocives above 250kg Net Explosive	2 years	£153.00
Renewal of licence for explosives above 250kg Net Explosive Content (NEC)	3 years	£215.00
content (NEC)	4 years	£277.00
	5 years	£340.00
Varying the name of licensee or address of site		£38.00
Any other kind of variation		Cost Recovery
Transfer of licence		£38.00
Replacement Licence		£38.00
Full year registration for sale of fireworks (capped fee)		£500.00

Gambling Act 2005 – Statutory

Description	Туре	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
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	New Application	£200
permit	Existingholder	£100
	Renewal	£200
	Annual Fee	£50
	Variation	£100
	Copy of licence	£15

Club Gaming or Machine	New Application	£100
Permit (holds a club Premises	Renewal	£100
Certificate under Licensing		
Act 2003)		
Licensed Premises Notifications		All Council Areas
To make available up to 2	Notification of intention	£50
gaming machines on premises		
which hold on-premises		
alcohol licence		
Gaming Machine Permit	Application (existing holder)	£100
(more than 2 machines) on-	New Application	£150
premises which hold on	Annual Fee	£50
premises alcohol licence	First Annual Fee (payable within 30 days	£50
	of date permit takes effect)	
	Variation	£100
	Transfer	£25
	Change of name	£25
	Copy of permit	£15

Hackney Carriage and Private Hire Licences

Vehicle Licences		Bracknell Forest 2023/24 Fee	West Berkshire 2023/24 Fee	All Council Areas (where applicable) 2024/25 Fee
Hackney Carriage Vehicle – New		£288	£288*	£307*
Hackney Carriage Vehicle – Renewal		£256	£256*	£273*
Private Hire Vehicle – New		£288	£288	£307
Private Hire Vehicle– Renewal		£256	£256	£273
Home to school – New and renewal		£160	N/a	£171
Private Hire Vehicle with Dispensation - New		£288	£288	£307
Private Hire Vehicle with Dispensation - Renewal		£256	£256	£273
Temporary Vehicle Licence	Up to 3 months	£256	£256	£273
Driver Licences				
Driver-New	3 year	£328	£328	£350
Driver-Renewal	Includes initial tests, safeguarding and disability trainings	£296	£296	£316
Home to school – New & Renewal	3 year Includes initial tests, safeguarding	£225	N/a	£240

	and disability trainings			
Conversion of driver licence to another type	1.5hrs (inc retaking tests)	£96	£96	£102
* 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	2023/24 Fee	2024/25 Fee
	1	£480	£512
NEW	2	£560	£597
	3	£640	£682
-	4	£720	£768
	5	£800	£853
Pervehicle calculation	6	£880	£938
of 3.5 hours (at £68.25	7	£960	£1024
hourly rate) plus an	8	£1040	£1109
hour per year (years	9	£1120	£1194
2-5) for first vehicle,	10	£1200	£1280
plus 15 minutes per	11	£1280	£1365
additional vehicle per	12	£1360	£1450
years (years 1-5) up to	13	£1440	£1536
a maximum of 20 vehicles	14	£1520	£1621
venicies	15	£1600	£1706
	16	£1680	£1792
	17	£1760	£1877
	18	£1840	£1962
	19	£1920	£2048
	20	£2000	£2133
	20+	£2000	£2133
Private Hire Operator	Number of	2023/24 Fee	2024/25Fee
	Vehicles	6252	C275
	1	£352	£375
RENEWAL	2	£432	£461
-	3	£512	£546
Pervehicle calculation	4	£592	£631
of 1.5 hours (at £68.25	5	£672	£717
hourly rate) plus an		£752	£802
hour per year (years	7	£832	£887
2-5) for first vehicle,	8	£912	£973
plus 15 minutes per	9 10	£992	£1058
additional vehicle per		£1072	£1143
years (years 1-5) up to	11	£1152	£1229
a maximum of 20	12 13	£1232 £1312	£1314 £1399
vehicles			
	14 15	£1392 £1472	£1484 £1570
	16	£1552	£1655

17	£1632	£1740
18	£1712	£1826
19	£1792	£1911
20	£1872	£1996
20+	£1872	£1996

Other Private Hire & Hackney Carriage Charges

Transfer of vehicle to		£64	£68.25
new owner			
Change of vehicle		£80	£85
Replacement Licence		£32	£34
Replacement Badge		£32 + Badge Costs (£5)	£34 + Badge Costs (£5)
Replacement Vehicle		£32 + Plate Costs (£26)	£34 + Plate Costs (£26)
Licence Plate			
KnowledgeTest		£80	£85
Missed Appointment		£32	£34
Disclosure and Barring Service Check (DBS)		£70	At cost
	Bracknell Only	£64	£68.25
Advertising on a Hackney carriage - New	Brackhell Offy	104	100.25
Advertising on a	Bracknell Only	£32	£34
Hackney Carriage -	Brackhen Only	LSZ	L34
Renewal			
Change of address (PH		£11.50	£17
& HC)			
Backing Plate		£26 at cost	At cost
Medical Exemption		£32	£34
Refund Processing Fee		£32	£34
Change of vehicle	Including	£32 + sticker and	£34 + sticker and
registration		licence costs (£31)	licence costs (£31)
Age of vehicle	Bracknell Only	£64	£68.25
Inspection – initial &			
renewal			
Pre-application advice,	Min 1 hour	£64	£68.25
hourly rate			
First aid Training	Bracknell Only	Will be removed if	
		revisions to policy	
		adopted	

Hairdresser Registration

Description	2023/24 Fee	2024/25 Fee	
	All Council Areas (where	All Council Areas	
	applicable)	(where applicable)	
Hairdresser/barberregistration	£32	£34	

Licensing Act 2003 – Statutory

Premises Licence – "one off" fees set by statute based upon rateable	PPP Areas
value (RV) of premises (Class B – Statutory Fee)	
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	£68.25
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	£68.25

Petroleum Licences – Statutory

Petroleum Licences	All Council Areas
Not exceeding 2,500 litres	£46
Not exceeding 50,000 litres	£62
Exceeding 50,000 litres	£131

Scrap Metal

Description		2023/24 Fee	20234/25 Fee
Scrap Metal site –New	3 Years	£512	£546
Scrap Metal site - Renewal	3 Years	£480	£512
Scrap Metal mobile collector - new	3 Years	£256	£273
Scrap Metal mobile collector - renewal	3 Years	£224	£239
Scrap Metal - Variation of Licence		£256	£273
Scrap Metal - change of site manager		£64	£68.25
Scrap Metal - copy of licence		£16	£17
Scrap Metal - Change of Name		£32	£34

Sex Establishments – Statutory

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

Skin Piercing & Dermal Treatments

Description	Туре	2023/24 Fee	2024/25 Fee
Skin piercing Registrations	Individual (4hrs)	£256	£273
(one off registration) - (Class	Premises (5hrs)	£320	£341
A – Fee Discretionary)	Joint application (7hrs)	£448	£478
Pre-application work, hourly	Min. 1 hour	£64	£68.25
rate			

Street Trading Consents

Description	Туре	Bracknell	Bracknell	West	West
		2023/24 Fee	Forest	Berkshire	Berkshire
			2024/25 Fee	2023/24 Fee	2024/25 Fee
	Daily	£64	£68.25	£64	£68.25
	1 Week	£156	£171	£156	£171
	Monthly Rate	£262	£273	£262	£273
	3 months	£699	£751	£699	£751
	6 months	£875	£938	£875	£938
	Annual Fee	£1487	£1587	£1487	£1587
Street Trading	6 months max. 2	£699	£751	N/A	N/A
Consents - (Class A	trading days a week				
– Fee	incl. Fri, Sat & Sun				
Discretionary)	6 months max. 2	£525	£563	N/A	N/A
	trading days a week				
	Mon-Thurs only				
	lce cream van (per	£781	£833	£875	£933
	van) 6 month				
	Ice cream van (per	£202	£216	£262	£279
	van) 1 month				
Variation fee		£96	£102	£96	£102
	In the event that following consultation the application is refused or deemed				
Refund for Street	withdrawn by officers, a sum of 50% of the application fee is payable as a refund.				
Traders	If the application is refused by a Panel, no refund of the application fee is payable.				fee is
Induers					
Pre-application	Min. 1 hour	£64	£68.25	£64	£68.25
work, hourly rate					

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		2023/24 Fee	2024/25 Fee
Anti-Social Behaviour	High Hedges Fee (Class	£1310	£1399
Act	A – Fee Discretionary)		

Dog Warden Services

Description	2023/24 Fee	2024/25 Fee
Stray Dogs – not taken to kennel	£80	£85
Stray Dogs – taken to kennel	£80 plus Cost recovery and Vets fees separate.	£85 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 £64ph	Cost recovery charged at £68.25ph

Environmental Permitting Regulations 2016 – Statutory

Scheduled Processes – (Class B – statutory	All Council Areas
Fee)	
Standard Process	£1,650
Additional fee for operating without a	£1,188
permit	11,100
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	£985
3 rd to 7 th applications	1985
Mobile Screening & Crushing Plant for the	£498
8 th and subsequent applications	1498
Substantial changes	
Standard Process	£1,050
Standard process where substantial change	£1,650
results in a new PPC activity	11,030
Reduced Activities	£102
Annual Subsistence Charge (Statutory)	

	Low	£772
Standard Process	Medium	£1,161
	High	£1,747
	Low	£113
Service stations PVR II	Medium	£226
	High	£341
	Low	£228
VR and other reduced fees	Medium	£365
	High	£548
	Low	£79
Dry cleaners/PVR1	Medium	£158
	High	£237
	Low	£626
Mobile Screening & Crushing Plant	Medium	£1,034
	High	£1,506
Mobile Screening & Crushing Plant for 2 nd	Low	£646
permit	Medium	£1,034
	High	£1,506
Mobile Screening & Crushing Plant for 3 rd	Low	£385
to 7 th permit	Medium	£617
	High	£924
Mobile Screening & Crushing Plant for the	Low	£198
8 th and subsequent permits	Medium	£316
	High	£473
Late payment charge	If invoice issued & not paid	£52
Transfer and Surrender	within 8 weeks	
		6160
Transfer		£169
Partial Transfer		£497
Surrender		£0
Transfer Reduced fees		£0
Partial Transfer Reduced Fees		£47

Private Sector Housing

Description	2023/24 Fee	2024/25 Fee
Inspection of Housing Premises for Immigration purposes	£435	£464
(Class A – Fee Discretionary)		
Enforcement Notices served under Housing Act 2004	Hrly Rate	Hrly Rate
HMO Licence NEW	£1280	£1365
HMO Licence RENEWAL	£865	£922
Caravan Site Licences		
Site licence new (plus additional feeper pitch)	£480	£512
New licence additional fee per pitch	£17	£18
Transfer of licence	£192	£205
Alteration of conditions	Hrly Rate	Hrly Rate
Annual inspection fee – per pitch	£15	£16
Enforcement action -per hour	Hrly Rate	Hrly Rate
Deposit, vary or deleting site rules	£128	£136.50
Mobile Homes Regulations 2020		
Application Fee – Fit and Proper Test	£128	£136.50

(any application taking more than two hours to process will be charged at an additional hourly rate of £68.25/ph or part thereof)		
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

Description		2023/24 Fee	2024/25 Fee
Risk assessment (for each assessment)	Every 5 years. Min. charge 1 hour, simple risk assessment and report typically 5 hours	£64 hourly rate	£68.25 hourly rate
Sampling visit (for each sampling visit) *	Charge for a visit, taking a sample and delivery to the laboratory. Typically 2.5 hours	£64 hourly rate	£68.25 Hourly rate
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.	£128	£136.50
Regulation 9 Supply Analysis of Group A Parameters		Hourly Rate + Laboratory Costs	Laboratory Costs **
Regulation 9 Supply Analysis of Group B Parameters		Hourly Rate + Laboratory Costs	Laboratory Costs **
Regulation 10 Supply Parameters		Hourly Rate + Laboratory Costs	Laboratory Costs **
Analysis of Single Dwelling Supplies (upon request)		Hourly Rate + Laboratory Costs	Laboratory Costs **

 ${}^{m{*}}$ A local authority should not charge for a sample that is taken and analysed solely to confirm or

clarify the results of a previous sample. A local authority can charge for a sample visit to verify the effectiveness of improvements, e.g. following completion of actions specified in a Notice.

** Laboratory fees set annually

Other Fees

	Hourly rate applies minimum of 2 hours	2023/24 Fee	2024/25 Fee
Environmental Information Request - Individual, Non-Commercial	Hourly rate applies minimum of 2 hours	£128 minimum	£136.50 minimum
Environmental Information Request - Commercial and Government	Hourly rate applies minimum of 2 hours	£128 minimum	£136.50 minimum
Civil Actions (Class A – Fee Discretionary)		£128 minimum	£136.50 minimum

Safety Certification and administration	Hourly rate applies minimum of 2 hours	£128 minimum	£136.50 minimum
Pre-Application Advice, hourly charge		£64	£68.25

TRADING STANDARDS

Buy with confidence

Description	Employee numbers	2023/24 Fee	2024/25 Fee
Application Fee	1-5 employees	£145	£145
(set nationally by Buy	6-20 employees	£200	£200
with Confidence	21-49 employees	£250	£250
scheme)	50+ employees	POA	POA
Annual fee	1-5 employees	£270	£270
(set nationally by Buy	6-20 employees	£405	£405
with Confidence	21-49 employees	£540	£540
scheme)	50+ employees	POA	POA
Members before	1-5 employees	£136	£136
2017/18 Annual Fee	6-20 employees	£206	£206
(Bracknell Forest legacy members only)	21-49 employees	£274	£274

* West Berkshire & Wokingham schemes administered by Hampshire County Council

Primary Authority

Description	2023/24 Fee	2024/25 Fee
Primary Authority Work hourly chargeable rate	£64 Hourly Rate	£68.25 Hourly Rate
Annual charge - previous year usage 10 hours or	£576	£614.25
less		
Annual charge - previous year usage 20 hours	£1,158	£1228.50
Anything likely to be in excess of 20 hours	Individually assessed	Individually assessed

Support with Confidence

Description	Employee numbers	2023/24 Fee	2024/25 Fee
Application fee	1-5 employees	£64	£68.25
	6-20 employees	£130	£136.50
	21+ employees	£327	£349

Weights and Measures

Description		2023/24 Fee	2024/25 Fee
Weights and Measures Fees	Includes the cost of maintaining calibration of equipment annually (Based on ACTSO guidance)	£64 per hr	£68.25 per hr

Other Fees

Description		2023/24 Fee	2024/25 Fee
Food export certificates	Full cost recovery based on	£64 minimum	£68.25
	hourly rate		minimum
Food Hygiene Rating Scheme	2 hours	£128	£136.50
rescore			
General Business Advice	Hourly rate (first 30 minutes	£64	£68.25
(Non-Primary Authority)	free)	104	100.25
Resident Request for Advice	Hourly rate	£64	£68.25