

**Schedule of Fees and Charges 2025/26**

<b>Premises Licence Fees</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Transfer application	£25.00	Per application	Non-Discretionary
Minor variation – change to premises manager	£31.00	Per application	Non-Discretionary
All other minor variations	£20.00	Per application	Non-Discretionary
Major variation of premises licence	£100.00	Per application	Non-Discretionary
Personal licence	£50.00	Per application	Non-Discretionary
Duplicate personal licence	£25.00	Per application	Non-Discretionary
Duplicate premises licence	£35.00	Per application	Non-Discretionary
Occasional licence	£10.00	Per application	Non-Discretionary
Extended hours application	£10.00	Per application	Non-Discretionary
Provisional grant of premises licence	£200.00	Per application	Non-Discretionary
Premises License Category 1 – application fee	£200.00	Per application	Non-Discretionary
Premises License Category 1 – annual fee	£180.00	Per year	Non-Discretionary
Premises License Category 2 – application fee	£800.00	Per application	Non-Discretionary
Premises License Category 2 – annual fee	£220.00	Per year	Non-Discretionary
Premises License Category 3 – application fee	£1,100.00	Per application	Non-Discretionary
Premises License Category 3 – annual fee	£280.00	Per year	Non-Discretionary
Premises License Category 4 – application fee	£1,300.00	Per application	Non-Discretionary
Premises License Category 4 – annual fee	£500.00	Per year	Non-Discretionary
Premises License Category 5 – application fee	£1,700.00	Per application	Non-Discretionary
Premises License Category 5 – annual fee	£700.00	Per year	Non-Discretionary
Premises License Category 6 – application fee	£2,000.00	Per application	Non-Discretionary
Premises License Category 6 – annual fee	£900.00	Per year	Non-Discretionary

<b>Gambling Licence Fees</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Adult gaming centre – application fee	£1,400.00	Per application	Non-Discretionary
Adult gaming centre – first annual fee	£525.00	Per fee	Non-Discretionary
Adult gaming centre – annual fee	£700.00	Per year	Non-Discretionary
Adult gaming centre – application to vary licence	£700.00	Per application	Non-Discretionary
Adult gaming centre – transfer fee	£840.00	Per application	Non-Discretionary
Adult gaming centre – reinstatement fee	£840.00	Per application	Non-Discretionary
Betting premises – application fee	£2,100.00	Per application	Non-Discretionary
Betting premises – first annual fee	£300.00	Per year	Non-Discretionary
Betting premises – annual fee	£400.00	Per year	Non-Discretionary
Betting premises – application to vary licence	£1,050.00	Per application	Non-Discretionary
Betting premises – transfer fee	£840.00	Per application	Non-Discretionary
Betting premises – reinstatement fee	£840.00	Per application	Non-Discretionary
Bingo club – application fee	£2,450.00	Per application	Non-Discretionary
Bingo club – first annual fee	£525.00	Per fee	Non-Discretionary
Bingo club – annual fee	£700.00	Per year	Non-Discretionary
Bingo club – application to vary licence	£1,200.00	Per year	Non-Discretionary

<b>Gambling Licence Fees</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Bingo club – transfer fee	£840.00	Per application	Non-Discretionary
Bingo club – reinstatement fee	£840.00	Per application	Non-Discretionary
Family entertainment centre – application fee	£1,400.00	Per application	Non-Discretionary
Family entertainment centre – first annual fee	£375.00	Per fee	Non-Discretionary
Family entertainment centre – annual fee	£500.00	Per year	Non-Discretionary
Family entertainment centre – application to vary licence	£700.00	Per application	Non-Discretionary
Family entertainment centre – transfer fee	£660.00	Per application	Non-Discretionary
Family entertainment centre – reinstatement fee	£660.00	Per application	Non-Discretionary
Large casino – application fee	£7,500.00	Per application	Non-Discretionary
Large casino – first annual fee	£5,620.00	Per fee	Non-Discretionary
Large casino – annual fee	£7,500.00	Per year	Non-Discretionary
Large casino – application to vary licence	£3,750.00	Per application	Non-Discretionary
Large casino – transfer fee	£1,600.00	Per application	Non-Discretionary
Large casino – reinstatement fee	£1,600.00	Per application	Non-Discretionary
Race tracks – application fee	£1,750.00	Per application	Non-Discretionary
Race tracks – first annual fee	£750.00	Per fee	Non-Discretionary
Race tracks – annual fee	£1,000.00	Per year	Non-Discretionary
Race tracks – variation	£870.00	Per application	Non-Discretionary
Race tracks – transfer	£660.00	Per application	Non-Discretionary
Race tracks – reinstatement	£660.00	Per application	Non-Discretionary
Small casino – application fee	£6,000.00	Per application	Non-Discretionary
Small casino – first annual fee	£2,810.00	Per fee	Non-Discretionary
Small casino – annual fee	£3,750.00	Per year	Non-Discretionary
Small casino – application to vary licence	£3,000.00	Per application	Non-Discretionary
Small casino – transfer fee	£1,350.00	Per application	Non-Discretionary
Small casino – reinstatement fee	£1,350.00	Per application	Non-Discretionary
Gambling premises – request a copy of a licence	£25.00	Per copy	Non-Discretionary
Gambling premises – notification of change of circumstances	£50.00	Per notification	Non-Discretionary

<b>Gambling Permits Fees</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Family entertainment centre gaming machine – new application fee	£300.00	Per application	Non-Discretionary
Family entertainment centre gaming machine – renewal	£300.00	Per renewal	Non-Discretionary
Small society lottery – new application fee	£40.00	Per application	Non-Discretionary
Small society lottery – annual fee	£20.00	Per year	Non-Discretionary
Club gaming – new application fee	£200.00	Per application	Non-Discretionary
Club gaming – annual fee	£50.00	Per year	Non-Discretionary
Club gaming – renewal	£200.00	Per renewal	Non-Discretionary
Club gaming – permit variation fee	£100.00	Per variation	Non-Discretionary
Club gaming machine – new application fee	£200.00	Per application	Non-Discretionary
Club gaming machine – annual fee	£50.00	Per year	Non-Discretionary
Club gaming machine – renewal	£200.00	Per renewal	Non-Discretionary
Club gaming machine – permit variation fee	£100.00	Per variation	Non-Discretionary

<b>Gambling Permits Fees</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Licenced premises (2 machines or less) – new application fee	£50.00	Per application	Non-Discretionary
Licenced premises (3 machines or more) – new application fee	£150.00	Per application	Non-Discretionary
Licenced premises (3 machines or more) – annual fee	£50.00	Per year	Non-Discretionary
Licenced premises gaming machine permits – variation	£100.00	Per variation	Non-Discretionary
Licenced premises gaming machine permits – transfer	£25.00	Per transfer	Non-Discretionary
Prize gaming permits – new application fee	£300.00	Per application	Non-Discretionary
Prize gaming permits – renewal fee	£300.00	Per renewal	Non-Discretionary
Gambling permit – change of name	£25.00	Per change	Non-Discretionary
Request a copy of a permit	£15.00	Per copy	Non-Discretionary

<b>Hire Car Licensing</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Taxi – initial grant	£544.46	Per application	Discretionary
Taxi – renewal fee	£493.59	Per year	Discretionary
Private hire car – initial grant	£517.33	Per application	Discretionary
Private hire car – renewal fee	£493.59	Per year	Discretionary
Taxi driver – initial grant	£252.73	Per application	Discretionary
Taxi driver – renewal fee	£213.72	Per year	Discretionary
Taxi driver (within first year of PHC driver)	£47.50	Per year	Discretionary
Private hire car driver – initial grant	£252.73	Per application	Discretionary
Private hire car driver – renewal fee	£213.72	Per year	Discretionary
Duplicate licence	£10.17	Per replacement	Discretionary
Replacement ID card	£10.17	Per replacement	Discretionary
Replacement vehicle	£84.81	Per amendment	Discretionary
Amendment to licence (apart from address)	£47.50	Per amendment	Discretionary
Application for change of address	Nil	Per amendment	Discretionary
Missed medical fee	£83.39	Per appointment	Discretionary
Application to install CCTV	£50.89	Per application	Discretionary
Vehicle test cancellation fee	£50.89	Per appointment	Discretionary
Replacement plates – front	£16.96	Per replacement	Discretionary
Replacement plates – rear	£33.93	Per replacement	Discretionary
Replacement plate bracket – front	£16.96	Per replacement	Discretionary
Replacement plate bracket – rear	£25.43	Per replacement	Discretionary
Private hire car replacement door signs	£18.38	Per year	Discretionary
Advertising on taxis – full livery	£127.21	Per year	Discretionary
Advertising on taxis – sides only	£59.37	Per year	Discretionary
Advertising on type 2 private hire cars	£50.89	Per year	Discretionary
Administration fee – first year	£47.50	Per year	Discretionary

<b>Civic Licence Fees</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Public entertainment – initial grant (1 year)	£193.35	Per application	Discretionary
Public entertainment – renewal fee (1 year)	£144.17	Per year	Discretionary
Public entertainment – temporary fee	£134.00	Per event	Discretionary
Public entertainment fee – gala/marches/committees, voluntary & community groups	Nil	Per event	Discretionary
Public fireworks display – temporary fee	£47.50	Per event	Discretionary
Indoor sports entertainment – initial grant	£193.35	Per application	Discretionary
Indoor sports entertainment – renewal fee	£144.17	Per year	Discretionary
Indoor sports entertainment – temporary fee	£134.00	Per event	Discretionary
Second hand dealer – initial grant	£193.35	Per application	Discretionary
Second hand dealer – renewal fee	£144.17	Per year	Discretionary
Second hand dealer – temporary fee	£134.00	Per event	Discretionary
Second hand dealer – exemption fee	£47.50	Per event	Discretionary
Market operator – initial grant	£284.95	Per application	Discretionary
Market operator – renewal fee	£239.16	Per year	Discretionary
Market operator – temporary fee	£134.00	Per event	Discretionary
Window cleaner – initial grant	£66.15	Per application	Discretionary
Window cleaner – renewal fee	£47.50	Per year	Discretionary
Late hours catering – initial grant	£134.00	Per application	Discretionary
Late hours catering – renewal fee	£101.78	Per year	Discretionary
Late hours catering – exemption fee	£47.50	Per year	Discretionary
Metal dealer – initial grant	£134.00	Per application	Discretionary
Metal dealer – renewal fee	£101.78	Per year	Discretionary
Itinerant metal dealer – initial grant	£113.65	Per application	Discretionary
Itinerant metal dealer – renewal fee	£86.52	Per year	Discretionary
Street trader food – initial grant	£134.00	Per application	Discretionary
Street trader food – renewal fee	£101.78	Per year	Discretionary
Street trader food – temporary fee	£94.97	Per event	Discretionary
Street trader non-food – initial fee	£113.65	Per application	Discretionary
Street trader non-food – renewal fee	£86.52	Per year	Discretionary
Street trader non-food – temporary fee	£94.97	Per event	Discretionary
Street trader wheeled bin – initial fee	£134.00	Per application	Discretionary
Street trader wheeled bin – renewal fee	£101.78	Per year	Discretionary
Street trader wheeled bin – temporary fee	£94.97	Per event	Discretionary
Street trader replacement vehicle	£47.50	Per replacement	Discretionary
Street trader employee – initial grant	£66.15	Per application	Discretionary
Street trader employee – renewal fee	£47.50	Per year	Discretionary
Street trader employee – temporary fee	£47.50	Per event	Discretionary
Cinema (one year)	£600.43	Per year	Discretionary
Cinema (one month)	£198.45	Per month	Discretionary
Cinema (transfer)	£235.77	Per transfer	Discretionary
Theatre (one year)	£600.43	Per year	Discretionary
Theatre (one month)	£198.45	Per month	Discretionary
Theatre (transfer)	£235.77	Per transfer	Discretionary
Hypnotist	£57.68	Per year	Discretionary

<b>Civic Licence Fees</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Sex shops	£988.87	Per year	Discretionary
Venison dealer (3 year)	£86.52	Per 3 years	Discretionary
Amendment to licence	£47.50	Per amendment	Discretionary
Houses in multiple occupation (3 to 50 residents)	£836.20	Per application	Discretionary
Houses in multiple occupation (51 to 100 residents)	£842.20	Per application	Discretionary
Houses in multiple occupation (101 to 150 residents)	£877.53	Per application	Discretionary
Houses in multiple occupation (151 to 200 residents)	£951.50	Per application	Discretionary
Houses in multiple occupation (200+ residents)	£1,025.52	Per application	Discretionary
Knife dealer	£254.42	Per year	Discretionary
Skin piercing – initial grant	£193.35	Per application	Discretionary
Skin piercing – renewal fee	£144.17	Per year	Discretionary
Booking office licence – application fee	£169.61	Per application	Discretionary
Booking office licence – licence fee	£169.61	Per year	Discretionary
Administration fee	£47.50	Per amendment	Discretionary

<b>Short Term Lets</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Home Sharing/Home Letting/Home Sharing & Letting: 1 Bedroom	£361.73	Per application	Discretionary
Home Sharing/Home Letting/Home Sharing & Letting: 2-3 Bedrooms	£467.47	Per application	Discretionary
Home Sharing/Home Letting/Home Sharing & Letting: 4-6 Bedrooms	£662.25	Per application	Discretionary
Home Sharing/Home Letting/Home Sharing & Letting: 7+ Bedrooms	£962.77	Per application	Discretionary
Secondary Letting: 1 Bedroom	£500.86	Per application	Discretionary
Secondary Letting: 2-3 Bedrooms	£612.16	Per application	Discretionary
Secondary Letting: 4-6 Bedrooms	£801.38	Per application	Discretionary
Secondary Letting: 7+ Bedrooms	£1,113.03	Per application	Discretionary
Variation to Licence	£166.95	Per application	Discretionary
Temporary Licence – 50% of full licence cost	50%	Per application	Discretionary
Temporary Exemption	£333.91	Per application	Discretionary
Inspection and Report	£133.56	Per application	Discretionary

<b>Homeless Accommodation Provision</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Bed and Breakfast emergency accommodation	£26.00	Per night	Discretionary
Temporary Tenancy accommodation (including service charge):			
Shared accommodation (1 bedroom)	£145.00	Per week	Discretionary
Block of four (1 bedroom)	£176.76	Per week	Discretionary
Block of four (2 bedroom)	£181.91	Per week	Discretionary
Block of four (3 bedroom)	£185.04	Per week	Discretionary
Block of four (3 bedroom)	£189.12	Per week	Discretionary

<b>Homeless Accommodation Provision</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Flat (1 bedroom)	£166.08	Per week	Discretionary
Flat (2 bedroom)	£174.39	Per week	Discretionary
Flat (3 bedroom)	£179.22	Per week	Discretionary
Flat (4 bedroom)	£185.04	Per week	Discretionary
House (1 bedroom)	£181.25	Per week	Discretionary
House (2 bedroom)	£191.27	Per week	Discretionary
House (3 bedroom)	£197.80	Per week	Discretionary
House (4 bedroom)	£206.08	Per week	Discretionary
House (5 bedroom)	£211.11	Per week	Discretionary
House (6 bedroom)	£213.49	Per week	Discretionary

<b>Private Landlord Registrations</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Application with single local authority	TBC	Per application	Non-discretionary
Two or more applications with different local authorities	TBC	Per application	Non-discretionary
Property cost for each property rented out by the landlord	TBC	Per property	Non-discretionary
Late application fee	TBC	Per application	Non-discretionary

<b>Registration Services – Marriages &amp; Civil Ceremonies</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Registry Office weddings – Monday to Friday – without guests	£155.00	Per ceremony	Non-discretionary
Registry Office weddings – Monday to Friday – with guests	£266.00	Per ceremony	Discretionary supplement
Registry Office weddings – Saturday – without guests	£384.00	Per ceremony	Discretionary supplement
Registry Office weddings – Saturday – with guests	£427.00	Per ceremony	Discretionary supplement
Venue Weddings – Monday to Friday	£402.00	Per ceremony	Discretionary supplement
Venue Weddings – Saturday and outwith hours (after 4pm)	£476.00	Per ceremony	Discretionary supplement
Venue Weddings – Sunday and Public Holidays	£548.00	Per ceremony	Discretionary supplement
Change of civil partnership to wedding	£45.00	Per ceremony	Discretionary
Administration Fee - change of date or time	£25.00	Per ceremony	Discretionary

<b>Registration Services – Naming Ceremonies &amp; Renewal of Vows</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Office ceremony – Monday to Friday	£188.00	Per event	Discretionary
Office ceremony – Saturday	£294.00	Per event	Discretionary
Office ceremony – Sunday and Public Holidays	£450.00	Per event	Discretionary
Approved venues – Monday to Friday	£283.00	Per event	Discretionary
Approved venues – Saturday	£333.00	Per event	Discretionary
Approved venues – Sunday and Public Holidays	£450.00	Per event	Discretionary
Office ceremony – Private Citizenship (single person or couple)	£116.00	Per event	Discretionary
Office ceremony – Private Citizenship (family)	£250.00	Per event	Discretionary

<b>Registration Services – Births &amp; Deaths</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Full birth certificate – at the time of registration or within one month of registration	£10.00	Per certificate	Non-discretionary
Full birth certificate – purchased out with one month of registration	£15.00	Per certificate	Non-discretionary
Abbreviated extract of the birth entry	Nil	Per extract	Non-discretionary
Abbreviated extract of the death entry	Nil	Per extract	Non-discretionary
Full death extract – at the time of registration or within one month of registration	£10.00	Per extract	Non-discretionary
Full death extract – purchased out with one month of registration	£15.00	Per extract	Non-discretionary

<b>Registration Services – Other</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Express extracts - same day	£25.00	Per extract	Discretionary
Authentication of document	£5.00	Per document	Discretionary

<b>Library Charges</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Replacement membership card	£1.28	Per card	Discretionary
Photocopying/Printing A4 Black and White	£0.11	Per copy	Discretionary
Photocopying/Printing A4 Colour	£0.23	Per copy	Discretionary
Photocopying/Printing A3 Black and White	£0.23	Per copy	Discretionary
Photocopying/Printing A3 Colour	£0.47	Per copy	Discretionary
Unreturned Items		replacement cost	Per item

<b>Fauldhouse Partnership Centre</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Swimming – adult	£3.49	Per adult	Discretionary
Swimming – juvenile/adult concession	£1.75	Per concession	Discretionary
Swimming concession – under 5's and over 60's	Nil	Per person	Discretionary
Swim and steam room – adults	£5.73	Per adult	Discretionary
Swim and steam room – over 60's concession	£2.90	Per adult	Discretionary
10 visit swim ticket (16+ Monday to Friday 8am to 4pm)	£22.43	Per 10 visits	Discretionary
Monthly pass (16+ unlimited pool/steam room use)	£34.27	Per pass	Discretionary
Monthly pass plus - 2 x (16+ unlimited pool/steam room use)	£61.68	Per pass	Discretionary
Pool Parties	£86.51	Per 2 hours	Discretionary
Lane Hire - Recreational	£16.35	Per hour	Discretionary
Lane Hire - Commercial	£20.57	Per hour	Discretionary
Part Pool - Recreational	£26.38	Per hour	Discretionary
Part Pool - Commercial	£32.07	Per hour	Discretionary
Full Pool Hire - Recreational	£81.87	Per hour	Discretionary
Full Pool Hire - Commercial	£87.25	Per hour	Discretionary
Swimming Lessons - 1-2-1	£10.02	Per half hour	Discretionary
Swimming Lessons - Group up to 6 lower level	£3.67	Per lesson per person	Discretionary
Swimming Lessons - Group up to 8 higher level	£3.67	Per lesson per person	Discretionary

<b>Fauldhouse Partnership Centre</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
NPLQ - Course	£260.59	Per person	Discretionary
NPLQ - Training hours	£6.01	Per 2 hours	Discretionary
NPLQ - Renewal exam - without manual	£22.56	Per person	Discretionary
NPLQ - Renewal exam - with manual	£55.12	Per person	Discretionary
WLC Staff - excluding leisure staff	£2.90	Per person	Discretionary
3G Football Pitch - Youth lets (Summer - April to September) (1/3 pitch)	£19.59	Per hour	Discretionary
3G Football Pitch - Youth lets (Summer - April to September) (2/3 pitch)	£38.20	Per hour	Discretionary
3G Football Pitch - Youth lets (Summer - April to September) (full pitch)	£57.30	Per hour	Discretionary
3G Football Pitch - Youth lets (Summer - April to September) (full pitch + changing facilities for match)	£76.40	Per 2 hours	Discretionary
3G Football Pitch - Adult lets (Summer - April to September) (1/3 pitch)	£38.20	Per hour	Discretionary
3G Football Pitch - Adult lets (Summer - April to September) (2/3 pitch)	£76.40	Per hour	Discretionary
3G Football Pitch - Adult lets (Summer - April to September) (full pitch)	£114.59	Per hour	Discretionary
3G Football Pitch - Adult lets (Summer - April to September) (full pitch + changing facilities for match)	£152.80	Per 2 hours	Discretionary
3G Football Pitch - Youth lets (Winter - October to March) (1/3 pitch)	£22.44	Per hour	Discretionary
3G Football Pitch - Youth lets (Winter - October to March) (2/3 pitch)	£44.88	Per hour	Discretionary
3G Football Pitch - Youth lets (Winter - October to March) (full pitch)	£67.32	Per hour	Discretionary
3G Football Pitch - Youth lets (Winter - October to March) (full pitch + changing facilities for match)	£96.44	Per 2 hours	Discretionary
3G Football Pitch - Adult lets (Winter - October to March) (1/3 pitch)	£41.54	Per hour	Discretionary
3G Football Pitch - Adult lets (Winter - October to March) (2/3 pitch)	£83.08	Per hour	Discretionary
3G Football Pitch - Adult lets (Winter - October to March) (full pitch)	£124.62	Per hour	Discretionary
3G Football Pitch - Adult lets (Winter - October to March) (full pitch + changing facilities for match)	£172.83	Per 2 hours	Discretionary

<b>Road Permits &amp; Temporary Traffic Regulation Orders</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Section 56 Footway Crossing permit	£103.52	Per permit	Discretionary
Section 56 Road Opening permit	£200.06	Per permit	Discretionary
Section 58 Road Occupation permit	£234.95	Per permit	Discretionary
Section 59 Tables and Chairs Road Occupation permit	£253.56	Per permit	Discretionary
Section 85 Skip permit	£103.52	Per permit	Discretionary
Section 109 Installation of Utility Apparatus permit	£360.56	Per permit	Discretionary
Temporary Traffic Lights permit	£79.09	Per permit	Discretionary
Temporary Traffic Regulations Order (TTRO)	£832.79	Per permit	Discretionary
Dropped Crossing – Residents Permit	£42.71	Per permit	Discretionary
Assessing dropped crossing applications (post and prior) - 2 visit charge	£150.00	Per request	Discretionary
Supply of road adoption/ownership information	£75.00	Per request	Discretionary
Installation of access protection road markings	£150.00	Per request	Discretionary
Temporary Traffic Regulation Notices	£400.00	Per request	Discretionary

<b>Road Construction Consents</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Road construction consents – inspector rate	£77.95	Per hour	Discretionary
Road construction consents – technician rate	£81.72	Per hour	Discretionary
Road construction consents – engineer	£112.17	Per hour	Discretionary
Road construction consents – senior engineer	£133.57	Per hour	Discretionary
Road construction consents – value of road bond up to £50,000	£2,500.00	Per application	Discretionary
Road construction consents – value of road bond between £50,001 and £500,000	5% of road bond	Per application	Discretionary
Road construction consents – value of road bond between £500,001 and £2,000,000	4.5% of road bond	Per application	Discretionary
Road construction consents – value of road bond over £2,000,000	4% of road bond	Per application	Discretionary
Road safety audits – team member rate	£610.33	Per day	Discretionary
Road safety audits – team leader rate	£689.08	Per day	Discretionary
Street naming and numbering applications	£630.00	Per application	Discretionary

<b>Cemetery &amp; Burial Grounds</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Services out with normal hours will be increased by 50% and by 100% for Sundays and Public Holidays			
Sale of lairs – all cemeteries	£1,140.35	Per lair	Discretionary
Sale of cremation lair – other cemeteries (4 sets of ashes)	£454.78	Per lair	Discretionary
Interment fees – adult	£1,088.45	Per interment	Discretionary
Interment fees – 6 to 18 years	Nil	Per interment	Discretionary
Interment fees – stillborn & up to 5 years (including cremated remains)	Nil	Per interment	Discretionary
Interment fees – cremated remains	£234.83	Per interment	Discretionary
Other charges – duplicate or transfer certificate	£35.77	Per certificate	Discretionary
Headstone applications (under 3 feet) – Adambrae, Kingscavil, Fauldhouse (new extension), Hermand Park, Woodbank (new extension) – strip foundation	£148.33	Per headstone	Discretionary
Headstone applications (over 3 feet) – Adambrae, Kingscavil, Fauldhouse (new extension), Hermand Park, Woodbank (new extension) – strip foundation	£214.59	Per headstone	Discretionary
Headstone applications other cemeteries (under 3 feet)	£89.00	Per headstone	Discretionary
Headstone applications other cemeteries (over 3 feet)	£146.34	Per headstone	Discretionary
Memorial planter – Adambrae Cemetery – 10 year lease	£602.25	Per planter	Discretionary
Memorial planter – Adambrae Cemetery – 20 year lease	£718.55	Per planter	Discretionary

<b>Bulky Uplifts</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Bulky Uplift – charge for up to 5 items	£38.59	Per uplift	Discretionary

<b>Garden Waste Permit</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Garden Waste permit per household	£52.75	Per household	Discretionary

<b>Fleet &amp; Community Transport</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
MOT class 4	£54.85	Per MOT	Non-Discretionary
MOT class 5	£59.55	Per MOT	Non-Discretionary
MOT class 7	£58.60	Per MOT	Non-Discretionary
Repairs/service to vehicles	Price on Request	Per job	Discretionary

<b>Fees for Electric Vehicle Charging</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Rapid Charger (all connections)	£0.50	Per kWh	Non-Discretionary
Fast Charger	£0.40	Per kWh	Non-Discretionary
Other Chargers	£0.40	Per kWh	Non-Discretionary
(Fees are set on a cost recovery basis and will be subject to review following the awarding of a new concessionary contract, currently expected to be by December 2025.)			

<b>Public Transport – School Bus Passes</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
School bus passes – Primary single	£0.98	Per pass - single	Discretionary
School bus passes – Primary return	£1.64	Per pass - return	Discretionary
School bus passes – Primary – book of 10	£7.32	Per pass - 10 journeys	Discretionary
School bus passes – Primary – term 1	£122.25	Per pass - term 1	Discretionary
School bus passes – Primary – term 2	£87.04	Per pass - term 2	Discretionary
School bus passes – Primary – term 3	£67.69	Per pass - term 3	Discretionary
School bus passes – Primary – all terms	£276.98	Per pass - all terms	Discretionary
School bus passes – Secondary School single	£1.15	Per pass - single	Discretionary
School bus passes – Secondary School return	£1.97	Per pass - return	Discretionary
School bus passes – Secondary School – book of 10	£8.98	Per pass - 10 journeys	Discretionary
School bus passes – Secondary School – term 1	£147.12	Per pass - term 1	Discretionary
School bus passes – Secondary School – term 2	£104.30	Per pass - term 2	Discretionary
School bus passes – Secondary School – term 3	£81.50	Per pass - term 3	Discretionary
School bus passes – Secondary School – all terms	£332.92	Per pass - all terms	Discretionary

<b>School Catering</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Primary school meals – all primary one to primary five pupils	Nil	Per meal	Non-Discretionary
Primary school meals – primary six and seven pupils (Note 1)	£2.71	Per meal	Discretionary
Primary school meals concession – parents/guardians in receipt of means tested benefits and all special school pupils	Nil	Per meal	Non-Discretionary
Secondary school catering – full meal (Note 2)	£2.93	Per meal	Discretionary
Secondary school meals concession – parents/guardians in receipt of means tested benefits	Nil	Per meal	Non-Discretionary
School catering – teachers paid (full meal)	£4.98	Per meal	Discretionary
Breakfast clubs – all primary, special school & secondary pupils entitled to free school meal	Nil	Per meal	Discretionary
Breakfast clubs – all other secondary pupils	£0.76	Per meal	Discretionary
School milk – per 200ml carton	£0.23	Per carton	Discretionary

<b>School Catering</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
School milk concession – all nursery/special school pupils and primary parents/guardians in receipt of means tested benefits	Nil	Per carton	Discretionary
<b>Civic Centre Cafe</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
All items	5.5% increase	Per unit	Discretionary
<b>Showground Leases</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Showground Sites	£667.82	Per hectare	Discretionary
<b>Environmental Wardens – Fixed Penalties</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Environmental Wardens – fixed penalties – littering	£80.00	Per penalty	Non-Discretionary
Environmental Wardens – fixed penalties – fly tipping	£500.00	Per penalty	Non-Discretionary
Environmental Wardens – fixed penalties – dog fouling	£80.00	Per penalty	Non-Discretionary
Environmental Wardens – fixed penalties – dog fouling – if not paid within 28 days	£100.00	Per penalty	Non-Discretionary
<b>Countryside – Caravan &amp; Camping</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Caravan site fees – high season caravan/motorhome/trailer tent (2 people)	£34.55	Per night	Discretionary
Caravan site fees – low season caravan/motorhome/trailer tent (2 people)	£27.63	Per night	Discretionary
Caravan site fees – backpacker/cyclist with no car, one person tent	£14.83	Per night	Discretionary
Caravan site fees – one person tent with car	£19.83	Per night	Discretionary
Caravan site fees – tent less than 16m <sup>2</sup>	£22.79	Per night	Discretionary
Caravan site fees – tent between 16m <sup>2</sup> - 24m <sup>2</sup>	£34.55	Per night	Discretionary
Caravan site fees – extra person aged 5 or above	£5.75	Per night	Discretionary
Caravan site fees – extra car	£6.28	Per night	Discretionary
Non-Return/damage of onsite access card	£34.89	Per card	Discretionary
Caravan Club and Camping & Caravanning Club concession – 10% discount on 7+ consecutive nights	£0.10	Per 7+ night booking	Discretionary
Little Lodges 6 berth – high season (based on 2 people, minimum 2 night stay)	£76.01	Per night	Discretionary
Little Lodges 6 berth – low season (based on 2 people, minimum 2 night stay)	£69.09	Per night	Discretionary
Little Lodges 4 berth - high season (based on 2 people, minimum 2 night stay)	£62.17	Per night	Discretionary
Little Lodges 4 berth – low season (based on 2 people, minimum 2 night stay)	£55.25	Per night	Discretionary
Little Lodges – children under 3 years of age	Nil	Per night	Discretionary
Little Lodges – extra person aged 3+	£5.82	Per night	Discretionary
Little Lodges – dog	£5.82	Per night	Discretionary
Little Lodges – extra car	£5.82	Per night	Discretionary

<b>Countryside – Miscellaneous Park Hire Charges</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Visitor Centre – Almondell & Calderwood Country Park (first hour)	£16.92	Per hour	Discretionary
Visitor Centre – Almondell & Calderwood Country Park (each subsequent hour)	£15.24	Per hour	Discretionary
Sutherland Building Classroom Hire – Beecraigs Country Park (first hour)	£16.92	Per hour	Discretionary
Sutherland Building Classroom Hire – Beecraigs Country Park (each subsequent hour)	£15.24	Per hour	Discretionary
Group hire of target/field for archery course	£20.52	Per hour	Discretionary
Individual hire of target/field for archery course	£9.19	Per hour	Discretionary
Secure Dog Area – commercial clubs/groups (max 6 dogs)	£20.52	Per hour	Discretionary
Secure Dog Area – public use, up to 2 dogs (extra dogs £2 per head per hour)	£9.19	Per hour	Discretionary
Hire of pioneering course	£20.52	Per hour	Discretionary
Barbecue booking fee	£33.85	Per session	Discretionary
Barbecue – mid week rate for 15 or less persons	£25.35	Per session	Discretionary
Countryside Ranger Service – adult (1.5 hours maximum)	£5.23	Per event/activity	Discretionary
Countryside Ranger Service – child (1.5 hours maximum)	£3.61	Per event/activity	Discretionary
Countryside Ranger Service – classroom based presentation	£35.88	Per event	Discretionary
Countryside Ranger Service – activity based at school	£3.61	Per child	Discretionary
Polkemmet Bowling Green fees – adult	£4.89	Per hour	Discretionary
Polkemmet Bowling Green fees – concession	£4.36	Per hour	Discretionary
Polkemmet Bowling Green fees – over 60's resident in West Lothian	Nil	Per hour	Discretionary
Polkemmet hire of bowls	£1.91	Per hour	Discretionary

<b>Housing with Care Meals</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Weekly meal charge	£61.22	Per week	Discretionary
Single lunch meal charge	£3.17	Per meal	Discretionary
Single evening meal charge	£5.57	Per meal	Discretionary

<b>Community Alarms &amp; Telecare</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Community Alarms & Telecare equipment	£4.54	Per week	Discretionary

<b>Environmental Health &amp; Trading Standards – Licensing Charges</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Food Export Health Certificates	£111.57	Per application	Discretionary
Duplicate Food Export Certificates - requested with original	£9.84	Per certificate	Discretionary
Duplicate Food Export Certificates - requested after original issued	£19.69	Per certificate	Discretionary
Section 50 certificates licence fees - new premises - planning permission	£100.15	Per premises	Discretionary
Section 50 certificates licence fees - new premises - building warrant	£272.84	Per premises	Discretionary
Section 50 certificates licence fees - new premises - hygiene certificate	Nil	Per premises	Discretionary
Weights & measures certificates	£143.07	Per hour	Discretionary
Petroleum Storage Licences (less than 2,500 litres)	£45.00	Per licence	Non-discretionary
Petroleum Storage Licences (2,500 to 50,000 litres)	£61.00	Per licence	Non-discretionary

<b>Environmental Health &amp; Trading Standards – Licensing Charges</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Petroleum Storage Licences (more than 50,000 litres)	£128.00	Per licence	Non-discretionary
Immigration letter (housing inspections)	£119.77	Per application	Discretionary
New licence to store explosives – minimum separation distance of greater than 0 metres is required	£189.00	Per new licence	Non-discretionary
New licence to store explosives – no minimum separation distance required	£111.00	Per new licence	Non-discretionary
Renewal of licence to store explosives – minimum separation distance of greater than 0 metres is required	£88.00	Per year renewal	Non-discretionary
Renewal of licence to store explosives – no minimum separation distance required	£55.00	Per year renewal	Non-discretionary
Variation of name or address/transfer/replacement of explosives licence	£37.00	Per application	Non-discretionary
Firework extended sale period licence	£500.00	Per year	Non-discretionary
Trusted Trader Membership fee (VAT registered businesses)	£275.66	Per year	Discretionary
Trusted Trader Membership fee (non VAT registered businesses)	£137.25	Per year	Discretionary
Stray dog charges – initial charge	£25.00	Per animal	Non-discretionary

<b>Environmental Health &amp; Trading Standards – Private Water Sampling – Regulated Supplies</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Analysis of samples (recharge of analyst fees)	per analyst fees	Per visit	Non-discretionary
Risk assessment preparation and site visit if required	£131.55	Per visit	Non-discretionary
Sampling visit	£76.85	Per visit	Non-discretionary
Review of risk assessment	£54.89	Per review	Non-discretionary

<b>Environmental Health &amp; Trading Standards – Private Water Sampling – Exempt Supplies</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Analysis of samples (recharge statutory maximum)	£48.00	Per visit	Statutory Maximum
Risk assessment preparation and site visit if required	£120.00	Per visit	Statutory Maximum
Sampling visit	£70.00	Per visit	Statutory Maximum
Review of risk assessment	£50.00	Per review	Statutory Maximum

<b>Animal Premises/Business Licence Fees</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Animal Boarding Establishment Licence – new licence application	£342.90	Per year - new licence	Discretionary
Animal Boarding Establishment Licence – renewal	£154.23	Per year renewal	Discretionary
Home Boarding Licence – new licence	£246.10	Per year - new licence	Discretionary
Home Boarding Licence – renewal	£154.23	Per year renewal	Discretionary
Dog Day Care Licence – new licence application	£342.90	Per year - new licence	Discretionary
Dog Day Care Licence – renewal	£154.23	Per year renewal	Discretionary
Dog Breeding Establishment Licence – new licence and renewal	£359.41	Per application/	Discretionary
Cat Breeding Establishment Licence – new licence and renewal	£359.41	Per application/	Discretionary
Rabbit Breeding Establishment Licence – new licence and renewal	£359.41	Per application/	Discretionary
Dangerous Wild Animals Licence – new licence application	£342.90	Per year - new licence	Discretionary
Dangerous Wild Animals Licence – renewal	£154.23	Per year renewal	Discretionary
Sale of Pet Animals Establishment (pet shop etc) – new licence and renewal	£359.41	Per application/	Discretionary
Animal Welfare Establishment – new licence and renewal	£359.41	Per application/	Discretionary

<b>Animal Premises/Business Licence Fees</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Animal re-homing establishment (with requirement for establishment inspection) – new licence and renewal	£359.41	Per application/	Discretionary
Animal re-homing establishment (no requirement for establishment inspection) – new licence and renewal	£179.12	Per application/	Discretionary
Riding School Licence – new licence application	£342.90	Per year - new licence	Discretionary
Riding School Licence – renewal	£246.10	Per year renewal	Discretionary
Performing Animals Registration – new licence application	£116.49	Per registration	Discretionary
Zoo Licence – new licence application	£1,091.05	Per year - new licence	Discretionary
Zoo Licence – renewal (6 years)	£647.89	Per 6 yrs - renewal	Discretionary
Vet cancellation fee – if less than 48 hours' notice (excluding VAT)	£156.05	Per cancellation	Discretionary

<b>Pest Control (charges include VAT 20% unless stated otherwise)</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Rats and mice treatment – domestic (non-council tenant) – 5 visit maximum	£180.31	Per treatment	Discretionary
Rats and mice treatment – domestic (non-council tenant concession) – 5 visit maximum	£90.16	Per treatment	Discretionary
Rats and mice treatment – domestic (council tenant – charged to Housing Revenue Account)	Nil	Per treatment	Discretionary
Rats and mice treatment – non-domestic premises (initial visit)	£180.31	Per visit	Discretionary
Rats and mice treatment – non-domestic premises (each subsequent visit) (excluding VAT)	£75.90	Per hour	Discretionary
Fleas – domestic (non-council tenant) – 5 visit maximum	£180.31	Per treatment	Discretionary
Fleas – domestic (non-council tenant concession) – 5 visit maximum	£90.16	Per treatment	Discretionary
Fleas – domestic (council tenant – charged to Housing Revenue Account)	Nil	Per treatment	Discretionary
Fleas – non-domestic premises (initial visit)	£180.31	Per visit	Discretionary
Fleas – non-domestic premises (each subsequent visit) (excluding VAT)	£75.90	Per hour	Discretionary
Bedbugs – domestic (non-council tenant) (survey visit)	£86.60	Per survey	Discretionary
Bedbugs – domestic (non-council tenant concession) (survey visit)	£43.30	Per survey	Discretionary
Bedbugs – domestic (council tenant – charged to Housing Revenue Account) (survey visit)	Nil	Per survey	Discretionary
Bedbugs – domestic (non-council tenant) (treatment)	By quote	Per treatment	Discretionary
Bedbugs – domestic (non-council tenant concession) (treatment)	By quote	Per treatment	Discretionary
Bedbugs – domestic (council tenant – charged to Housing Revenue Account) (treatment)	By quote	Per treatment	Discretionary
Wasps – domestic (non-council tenant)	£75.49	Per treatment	Discretionary
Wasps – domestic (non-council tenant concession)	£37.74	Per treatment	Discretionary
Wasps – domestic (council tenant – charged to Housing Revenue Account)	Nil	Per treatment	Discretionary
Wasps – non-domestic premises (initial visit)	£75.49	Per visit	Discretionary
Wasps – non-domestic premises (each subsequent visit) (excluding VAT)	£75.90	Per hour	Discretionary
Other insects – domestic (non-council tenant) – 5 visit maximum	£180.31	Per treatment	Discretionary
Other insects – domestic (non-council tenant concession) – 5 visit maximum	£90.16	Per treatment	Discretionary
Other insects – domestic (council tenant – charged to Housing Revenue Account)	Nil	Per treatment	Discretionary
Other insects – non-domestic premises (initial visit)	£180.31	Per visit	Discretionary
Other insects – non-domestic premises (each subsequent visit) (excluding VAT)	£75.90	Per hour	Discretionary
Squirrels – one week's trapping	£226.53	Per week	Discretionary
Moles – one week's trapping or three gassing visits	£226.53	Per week/3 visits	Discretionary

<b>Site Licence Application Fees for Mobile Home (Permanent Resident) Sites</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Licence application for 1-10 residential units – new application	£761.84	Per application	Discretionary
Licence application for 1-10 residential units – renewal (5 years)	£630.41	Per application	Discretionary
Licence application for 11-20 residential units – new application	£1,524.84	Per application	Discretionary
Licence application for 11-20 residential units – renewal (5 years)	£1,260.81	Per application	Discretionary
Licence application for 21-40 residential units – new application	£3,048.52	Per application	Discretionary
Licence application for 21-40 residential units – renewal (5 years)	£2,522.79	Per application	Discretionary
Licence application for 41-70 residential units – new application	£5,336.35	Per application	Discretionary
Licence application for 41-70 residential units – renewal (5 years)	£4,415.17	Per application	Discretionary
Licence application for 71-100+ residential units – new application	£7,640.48	Per application	Discretionary
Licence application for 71-100+ residential units – renewal (5 years)	£6,309.88	Per application	Discretionary

<b>Planning Services – Building Warrant Fees</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Value of works (£0 - £5,000)	£210.00	Per application	Non-discretionary
Value of works (£5,001 - £5,500)	£231.00	Per application	Non-discretionary
Value of works (£5,501 - £6,000)	£252.00	Per application	Non-discretionary
Value of works (£6,001 - £6,500)	£273.00	Per application	Non-discretionary
Value of works (£6,501 - £7,000)	£294.00	Per application	Non-discretionary
Value of works (£7,001 - £7,500)	£315.00	Per application	Non-discretionary
Value of works (£7,501 - £8,000)	£336.00	Per application	Non-discretionary
Value of works (£8,001 - £8,500)	£357.00	Per application	Non-discretionary
Value of works (£8,501 - £9,000)	£378.00	Per application	Non-discretionary
Value of works (£9,001 - £9,500)	£399.00	Per application	Non-discretionary
Value of works (£9,501 - £10,000)	£420.00	Per application	Non-discretionary
Value of works (£10,001 - £11,000)	£443.00	Per application	Non-discretionary
Value of works (£11,001 - £12,000)	£466.00	Per application	Non-discretionary
Value of works (£12,001 - £13,000)	£489.00	Per application	Non-discretionary
Value of works (£13,001 - £14,000)	£512.00	Per application	Non-discretionary
Value of works (£14,001 - £15,000)	£535.00	Per application	Non-discretionary
Value of works (£15,001 - £16,000)	£558.00	Per application	Non-discretionary
Value of works (£16,001 - £17,000)	£581.00	Per application	Non-discretionary
Value of works (£17,001 - £18,000)	£604.00	Per application	Non-discretionary
Value of works (£18,001 - £19,000)	£627.00	Per application	Non-discretionary
Value of works (£19,001 - £20,000)	£650.00	Per application	Non-discretionary
Value of works (£20,001 - £30,000)	£728.00	Per application	Non-discretionary
Value of works (£30,001 - £40,000)	£806.00	Per application	Non-discretionary
Value of works (£40,001 - £50,000)	£884.00	Per application	Non-discretionary
Value of works (£50,001 - £60,000)	£962.00	Per application	Non-discretionary
Value of works (£60,001 - £70,000)	£1,040.00	Per application	Non-discretionary
Value of works (£70,001 - £80,000)	£1,118.00	Per application	Non-discretionary
Value of works (£80,001 - £90,000)	£1,196.00	Per application	Non-discretionary
Value of works (£90,001 - £100,000)	£1,274.00	Per application	Non-discretionary

<b>Planning Services – Building Warrant Fees</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Value of works (£100,001 - £120,000)	£1,402.00	Per application	Non-discretionary
Value of works (£120,001 - £140,000)	£1,530.00	Per application	Non-discretionary
Value of works (£140,001 - £160,000)	£1,658.00	Per application	Non-discretionary
Value of works (£160,001 - £180,000)	£1,786.00	Per application	Non-discretionary
Value of works (£180,001 - £200,000)	£1,914.00	Per application	Non-discretionary
Value of works (£200,001 - £220,000)	£2,042.00	Per application	Non-discretionary
Value of works (£220,001 - £240,000)	£2,170.00	Per application	Non-discretionary
Value of works (£240,001 - £260,000)	£2,298.00	Per application	Non-discretionary
Value of works (£260,001 - £280,000)	£2,426.00	Per application	Non-discretionary
Value of works (£280,001 - £300,000)	£2,554.00	Per application	Non-discretionary
Value of works (£300,001 - £320,000)	£2,682.00	Per application	Non-discretionary
Value of works (£320,001 - £340,000)	£2,810.00	Per application	Non-discretionary
Value of works (£340,001 - £360,000)	£2,938.00	Per application	Non-discretionary
Value of works (£360,001 - £380,000)	£3,066.00	Per application	Non-discretionary
Value of works (£380,001 - £400,000)	£3,194.00	Per application	Non-discretionary
Value of works (£400,001 - £420,000)	£3,322.00	Per application	Non-discretionary
Value of works (£420,001 - £440,000)	£3,450.00	Per application	Non-discretionary
Value of works (£440,001 - £460,000)	£3,578.00	Per application	Non-discretionary
Value of works (£460,001 - £480,000)	£3,706.00	Per application	Non-discretionary
Value of works (£480,001 - £500,000)	£3,834.00	Per application	Non-discretionary
Value of works (£500,001 - £550,000)	£4,055.00	Per application	Non-discretionary
Value of works (£550,001 - £600,000)	£4,276.00	Per application	Non-discretionary
Value of works (£600,001 - £650,000)	£4,497.00	Per application	Non-discretionary
Value of works (£650,001 - £700,000)	£4,718.00	Per application	Non-discretionary
Value of works (£700,001 - £750,000)	£4,939.00	Per application	Non-discretionary
Value of works (£750,001 - £800,000)	£5,160.00	Per application	Non-discretionary
Value of works (£800,001 - £850,000)	£5,381.00	Per application	Non-discretionary
Value of works (£850,001 - £900,000)	£5,602.00	Per application	Non-discretionary
Value of works (£900,001 - £950,000)	£5,823.00	Per application	Non-discretionary
Value of works (£950,001 - £1,000,000)	£6,044.00	Per application	Non-discretionary
Value of works greater than £1,000,000 – additional fee per £100,000	£315.00	Per application	Non-discretionary

<b>Building Warrants – work not started prior to the application</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Application for conversion only – that is without any building work	£210.00	Per application	Non-discretionary
Application for demolition only – that is where there are no immediate plans for rebuilding	£210.00	Per application	Non-discretionary
Amendment to warrant application (value increased by £5,000 or under)	£150.00	Per application	Non-discretionary
Amendment to warrant application – increase of more than £5,000 (take from fee table above)	Per BW fee table	Per application	Non-discretionary
Amendment for further stage of staged building warrants	£150.00	Per application	Non-discretionary
Extend period of validity of building warrant	£150.00	Per application	Non-discretionary
Application to provide facilities solely for use of disabled persons within a dwelling	No Fee	Per application	Non-discretionary

<b>Building Warrants – work started prior to the original application being submitted</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Building warrant application – based on value of work	200% of BW fee	Per application	Non-discretionary
Application for conversion only – that is without any building work	£300.00	Per application	Non-discretionary
Application for demolition only – that is where there are no immediate plans for rebuilding	£300.00	Per application	Non-discretionary

<b>Building Warrants – work has been completed &amp; no building warrant submitted</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Building warrant application – based on value of work	300% of BW fee	Per application	Non-discretionary
Application for conversion only – that is without any building work	£500.00	Per application	Non-discretionary
Application for demolition only – that is where there are no immediate plans for rebuilding	£500.00	Per application	Non-discretionary

<b>Building Warrants – discounts for using certifier of design</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Value of works (£0 - £5,000)	£45.00	Per application	Non-discretionary
Value of works (£5,001 - £10,000)	£55.00	Per application	Non-discretionary
Value of works (£10,001 - £15,000)	£65.00	Per application	Non-discretionary
Value of works (£15,001 - £20,000)	£75.00	Per application	Non-discretionary
Value of works (£20,001 - £50,000)	£100.00	Per application	Non-discretionary
Value of works (£50,001 - £100,000)	£120.00	Per application	Non-discretionary
Value of works (£100,001 or greater)	10% of fee	Per application	Non-discretionary

<b>Building Warrants – discounts for using certifier of construction</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Value of works (£0 - £5,000)	£25.00	Per application	Non-discretionary
Value of works (£5,001 - £10,000)	£25.00	Per application	Non-discretionary
Value of works (£10,001 - £15,000)	£30.00	Per application	Non-discretionary
Value of works (£15,001 - £20,000)	£35.00	Per application	Non-discretionary
Value of works (£20,001 - £50,000)	£40.00	Per application	Non-discretionary
Value of works (£50,001 - £100,000)	£42.00	Per application	Non-discretionary
Value of works (£100,001 or greater)	3% of fee	Per application	Non-discretionary

<b>Building Warrants – copy documents</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Building warrant and/or completion certificate where building warrant reference is provided	£60.00*	Per document	Discretionary
Building warrant and/or completion certificate where building warrant reference is provided – Fast Track service	£100.00*	Per document	Discretionary
Building warrant and/or completion certificate where building warrant reference is not provided	£90.00*	Per document	Discretionary
Building warrant and/or completion certificate where building warrant reference is not provided – Fast Track service	£140.00*	Per document	Discretionary
Copy of building warrant approved plans – on each occasion a copy of the plans is an additional fee	£60.00	Per document	Discretionary

<b>Building Warrants – copy documents</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Copy of building warrant approved plans – on each occasion a copy of the plans is an additional fee – Fast track service	£100.00	Per document	Discretionary
* Plans are an extra charge			

<b>Letters of Comfort</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Works carried out without a building warrant – works completed prior to 1 May 2005 – value of works under £5,000 – domestic	£450.00	Per letter of comfort	Discretionary
Works carried out without a building warrant – works completed prior to 1 May 2005 – value of works above £5,000 – domestic	£300.00 plus BW fee	Per letter of comfort	Discretionary
Works carried out without a building warrant – works completed prior to 1 May 2005 – value of works under £5,000 – non-domestic	£500.00	Per letter of comfort	Discretionary
Works carried out without a building warrant – works completed prior to 1 May 2005 – value of works above £5,000 – non-domestic	£350.00 plus BW fee	Per letter of comfort	Discretionary
Expired building warrant submitted prior to 1 May 2005 – domestic	£225.00	Per letter of comfort	Discretionary
Expired building warrant submitted prior to 1 May 2005 – non-domestic	£360.00	Per letter of comfort	Discretionary
Confirmation completed works are exempt – works completed prior to 1 May 2005 - domestic	£200.00	Per letter of comfort	Discretionary
Confirmation completed works are exempt – works completed prior to 1 May 2005 – non-domestic	£325.00	Per letter of comfort	Discretionary
Desktop confirmation no BW required – works proposed/completed after 1 May 2005 – domestic	£75.00	Per letter of comfort	Discretionary
Desktop confirmation no BW required – works proposed/completed after 1 May 2005 – non-domestic	£125.00	Per letter of comfort	Discretionary
Desktop review and site visit confirmation no BW required – works proposed/completed after 1 May 2005 – domestic	£175.00	Per letter of comfort	Discretionary
Desktop review and site visit confirmation no BW required – works proposed/completed after 1 May 2005 – non-domestic	£275.00	Per letter of comfort	Discretionary

<b>Fees for applications for planning permission and for applications for approval, consent or agreement required by a condition imposed on a grant of planning permission in principle</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
<b>New Dwellings</b>			
1. Construction of buildings, structures or erections for use as residential accommodation:			
a) Where the number of dwelling houses to be created by the development does not exceed 10, £691 for each dwelling house	£691.00	Per application	Non-discretionary
b) Where the number of dwelling houses to be created by the development is fewer than 50, £691 for the first 10 dwelling houses, and £519 for each dwelling house thereafter	Max £27,151.00	Per application	Non-discretionary
c) Where the number of dwelling houses to be created by the development is 50 or more, £691 for the first 10 dwelling houses, £519 for each dwelling house in excess of 10 up to 49 dwelling houses, and £288 for each dwelling house in excess of 50, subject to a maximum total of £172,856	Max £172,856.00	Per application	Non-discretionary
<b>Existing Dwellings</b>			
2. The carrying out of operations which will result in the enlargement, improvement or other alteration of an existing dwelling:			
a) one dwelling	£346.00	Per application	Non-discretionary
b) 2 or more dwellings	£692.00	Per application	Non-discretionary
3. a) The carrying out of operations, including the erection of a building within the curtilage of an existing dwelling house, for purposes ancillary to the enjoyment of the dwelling house as such, or	£346.00	Per application	Non-discretionary

<b>Fees for applications for planning permission and for applications for approval, consent or agreement required by a condition imposed on a grant of planning permission in principle</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
3. b) the erection or construction of gates, fences, walls or other means of enclosure along a boundary of the curtilage of an existing dwelling house	£346.00	Per application	Non-discretionary
<b>Non-Residential Buildings</b>			
4. The construction of buildings, structures or erections including extensions (other than construction within categories 1, 5, and 6):			
a) Where no floor area is created or the gross floor space created does not exceed 50 square metres	£346.00	Per application	Non-discretionary
b) Where the gross floor space created exceeds 50 square metres, £691 in respect of any gross floor space up to 100 square metres	£691.00	Per application	Non-discretionary
c) Where the gross floor space exceeds 100 square metres, £691 plus £691 per 100 square metres in respect of any gross floor space exceeding 100 square metres and up to 4,000 square metres	Max £27,640.00	Per application	Non-discretionary
d) Where the gross floor space exceeds 4,000 square metres, £27,640 plus £346 per 100 square metres in respect of any gross floor space exceeding 4,000 square metres, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary
e) Where no buildings are to be created, £691 per 0.1 hectare of site area, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary
<b>Agricultural Buildings</b>			
5. The erection, on land used for the purposes of agriculture, of buildings to be used for agricultural purposes (other than buildings in category 6):			
a) Where the ground area to be covered by the development does not exceed 500 square metres	£576.00	Per application	Non-discretionary
b) Where the ground area to be covered by the development exceeds 500 square metres, £576 plus £576 for each 100 square metres in excess of 500 square metres, subject to a maximum of £28,809	Max £28,809.00	Per application	Non-discretionary
6. The erection of glasshouses or polytunnels to be used for agricultural purposes. £115 for each 100 square metres of ground area to be covered by the development subject to a maximum of £5,762	Max £5,762.00	Per application	Non-discretionary
<b>Energy Generation</b>			
7. The erection of wind turbines and the carrying out of other operations in connection with the construction of the generating station, including the construction or installation			
a) (i) Where none of the turbines have a ground to hub height exceeding 15 metres	£1,440.00	Per application	Non-discretionary
b) (ii) Where one or more of the turbines has a ground to hub height exceeding 15 metres, but not exceeding 50 metres	£2,880.00	Per application	Non-discretionary
c) (iii) Where one or more of the turbines has a ground to hub height exceeding 50 metres	£5,760.00	Per application	Non-discretionary
d) Where the number of turbines does exceed 3, £576 for each 0.1 hectare of site area, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary
8. The construction of a hydro-electric generating station and the carrying out of any other operations in connection with the construction of the generating station, including the construction or installation of any means of access to the generating station, pipes or other conduits, and overhead lines. £576 for each 0.1 hectare of site area, subject to a maximum of £28,809	Max £28,809.00	Per application	Non-discretionary
9. The construction of a solar electric generating station and the carrying out of any other operations in connection with the construction of the generating station, including the construction or installation of any means of access to the generating station, pipes or other conduits, and overhead lines. £576 for each 0.1 hectare of site area, subject to a maximum of £28,809	Max £28,809.00	Per application	Non-discretionary
10. The carrying out of any operations connected with the exploratory drilling for oil or natural gas:			
a) Where the site area does not exceed 0.1 hectares	£1,152.00	Per application	Non-discretionary
b) Where the site area exceeds 0.1 hectares, £1,152 in respect of the first 0.1 hectares of site area, plus £576 for each 0.1 hectare of site area in excess of 0.1 hectares, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary

<b>Fees for applications for planning permission and for applications for approval, consent or agreement required by a condition imposed on a grant of planning permission in principle</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
<b>Fish and Shellfish Farming</b>			
11. The placing or assembly of equipment in any part of any marine waters for the purposes of fish farming. £230 for each 0.1 hectare 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 £86 for each 0.1 hectare of the sea bed to be used in relation to such development, subject to a maximum of £28,809	Max £28,809.00	Per application	Non-discretionary
12. The placing or assembly of equipment in any part of any marine waters for the purposes of shellfish farming. £125 for each 0.1 hectare 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 shellfish farming, subject to a maximum of £28,809	Max £28,809.00	Per application	Non-discretionary
13. The erection, alteration or replacement of plant or machinery:			
a) Where the site area does not exceed 5 hectares, £576 for each 0.1 hectare of site area	£576.00	Per application	Non-discretionary
b) Where the site area exceeds 5 hectares, £28,800 plus £288 for each 0.1 hectare of the site area in excess of 5 hectares, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary
14. 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.	£576.00	Per application	Non-discretionary
15. Operations for the winning and working of minerals (not including peat):			
a) Where the site area does not exceed 0.1 hectare	£1,152.00	Per application	Non-discretionary
b) Where the site area exceeds 0.1 hectare, but does not exceed 15 hectares, £1,152 plus £576 for each 0.1 hectare of the site area in excess of 0.1 hectare, subject to a maximum of £86,976	Max £86,976.00	Per application	Non-discretionary
c) Where the site area exceeds 15 hectares, £86,976, plus £288 for each 0.1 hectare of site area in excess of 15 hectares, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary
16. Operations for the extraction of peat. £576 for each 0.1 hectare of site area, subject to a maximum of £6,914	Max £6,914.00	Per application	Non-discretionary
17. The carrying out of any operations not coming within any of the above categories:			
a) Where the site area does not exceed 0.1 hectare	£1,152.00	Per application	Non-discretionary
b) Where the site area exceeds 0.1 hectare, but does not exceed 15 hectares, £1,152 plus £576 for each 1 hectare of the site area in excess of 0.1 hectare, subject to a maximum of £9,792	Max £9,792.00	Per application	Non-discretionary
c) Where the site area exceeds 15 hectares, £9,792 plus £288 for each 0.1 hectare of the site area in excess of 15 hectares, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary
<b>Use of Land</b>			
18. 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 land:			
a) Where the site area does not exceed 0.1 hectare	£1,152.00	Per application	Non-discretionary
b) Where the site area exceeds 0.1 hectare, but does not exceed 15 hectares, £1,152 plus £576 for each 1 hectare of the site area in excess of 0.1 hectare, subject to a maximum of £86,976	Max £86,976.00	Per application	Non-discretionary
c) Where the site area exceeds 15 hectares, £86,976 plus £288 for each 0.1 hectare of the site area in excess of 15 hectares, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary
19. The use of land for the storage of minerals in the open:			
a) Where the site area does not exceed 0.1 hectare	£1,152.00	Per application	Non-discretionary
b) Where the site area exceeds 0.1 hectare, but does not exceed 15 hectares, £1,152 plus £576 for each 1 hectare of the site area in excess of 0.1 hectare, subject to a maximum of £86,976	Max £86,976.00	Per application	Non-discretionary
c) Where the site area exceeds 15 hectares, £86,976 plus £288 for each 0.1 hectare of the site area in excess of 15 hectares, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary

<b>Fees for applications for planning permission and for applications for approval, consent or agreement required by a condition imposed on a grant of planning permission in principle</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
<b>Change of Use of Buildings for Land</b>			
20. The change of use of a building to use as one or more dwelling houses:			
a) Where the number of dwelling houses to be created by the development does not exceed 10, £691 for each dwelling house	£691.00	Per application	Non-discretionary
b) Where the number of dwelling houses to be created by the development is fewer than 50, £691 for the first 10 dwelling houses, and £519 for each dwelling house thereafter	Max £27,151.00	Per application	Non-discretionary
c) Where the number of dwelling houses to be created by the development is 50 or more, £27,151 plus £288 for each dwelling house in excess of 50, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary
21. A material change in the use of a building (other than a change of use referred to in category 20):			
a) Where the gross floor space does not exceed 100 square metres	£691.00	Per application	Non-discretionary
b) Where the gross floor space exceeds 100 square metres, £691 plus £691 per 100 square metres up to 4,000 square metres	Max £27,640.00	Per application	Non-discretionary
c) Where the gross floor space exceeds 4,000 square metres, £27,640 plus £346 per 100 square metres in respect of any gross floor space exceeding 4,000 square metres, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary
22. A material change in the use of land (other than— (a) a change of use within category 21, or (b) a change of use within categories 18 or 19, or (c) a change in the use of equipment placed or assembled in marine waters for the purposes of fish farming or shellfish farming), £576 per 0.1 hectare subject to a maximum of £5,762	Max £5,762.00	Per application	Non-discretionary

<b>Fees for applications for planning permission in principle</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
<b>Residential Development</b>			
1. Construction of buildings, structures or erections for use as residential accommodation:			
a) Where only one dwelling house is to be created	£691.00	Per application	Non-discretionary
b) Where more than one dwelling house is to be created and the site area does not exceed 2.5 hectares, £691 for each 0.1 hectare of the site area, subject to a maximum of £17,275	Max £17,275.00	Per application	Non-discretionary
c) Where more than one dwelling house is to be created & site area exceeds 2.5 hectares £691 for each 0.1 hectare up to 2.5 hectares of the site area, & then £346 for each 0.1 hectare in excess of 2.5 hectares, to a maximum of £86,428	Max £86,428.00	Per application	Non-discretionary
<b>Non-Residential Buildings</b>			
2. The construction of buildings, structures or erections including extensions. £691 for each 0.1 hectare up to 2.5 hectares of the site area, and then £346 for each 0.1 hectare in excess of 2.5 hectares, subject to a maximum of £86,428	Max £86,428.00	Per application	Non-discretionary

<b>Fees for applications for a certificate of lawful use or development</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
<b>Certificates of lawfulness of existing use or development</b>			
1. An application under section 150(1)(a) or (b) of the 1997 Act (or both as the case may be) - The amount that would be payable in respect of an application for planning permission to institute the use or carry out the operations specified in the application (or an application to do both, as the case may be)		Per application	Non-discretionary
2. An application under section 150(1)(c) of the 1997 Act	£346.00	Per application	Non-discretionary
<b>Certificates of lawfulness for proposed use or development</b>			
3. An application under section 151(1) of the 1997 Act (apart from one within category 4). - Half the amount that would be payable in respect of an application for planning permission to institute the use or carry out the operations specified in the application (or an application to do both, as the case may be)		Per application	Non-discretionary
4. An application under section 151(1)(a) where the use specified is use as one or more separate dwelling houses. £691 for each dwelling house, subject to a maximum of £172,856	Max £172,856.00	Per application	Non-discretionary

<b>Fees for a determination as to whether the planning authority's prior approval is required in relation to development under schedule 1 of the general permitted development order</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
1. An application made for determination as to whether the prior approval of the planning authority is required in relation to development under schedule 1 of the General Permitted Development Order (other than one within categories 2 to 9)	£200.00	Per application	Non-discretionary
2. An application made by virtue of paragraph (4A) of Class 18 of Part 6 (agricultural buildings & operations) of schedule 1 of the General Permitted Development Order	No fee	Per application	Non-discretionary
3. An application made by virtue of paragraph (4) of Class 18B of Part 6 (agricultural buildings & operations) of schedule 1 of the General Permitted Development Order	£600.00	Per application	Non-discretionary
4. An application made by virtue of paragraph (5) of Class 18C of Part 6 (agricultural buildings & operations) of schedule 1 of the General Permitted Development Order	£600.00	Per application	Non-discretionary
5. An application made by virtue of paragraph (4) of Class 21A of Part 6A (fish farming) of schedule 1 of the General Permitted Development Order	£750.00	Per application	Non-discretionary
6. An application made by virtue of paragraph (4) of Class 22A of Part 7 (forestry buildings & operations) of schedule 1 of the General Permitted Development Order	£600.00	Per application	Non-discretionary
7. An application made by virtue of paragraph (5) of Class 22B of Part 7 (forestry buildings & operations) of schedule 1 of the General Permitted Development Order	£600.00	Per application	Non-discretionary
8. An application made by virtue of paragraph (4) of Class 22 of Part 7 (forestry buildings & operations) of schedule 1 of the General Permitted Development Order	No fee	Per application	Non-discretionary
9. An application made by virtue of subparagraph (23) of Class 67 of Part 20 (development by electronic communications code operators) of schedule 1 of the General Permitted Development Order	£750.00	Per application	Non-discretionary

<b>Planning Services - Pre-Planning Advice, Non-Material Variations &amp; Certificates of Compliance with Conditions</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Pre-application advice – householder	£90.00	Per request	Discretionary
Pre-application advice – householder request for meeting or visit (additional to above)	£90.00	Per request	Discretionary
Pre-application advice – small local development	50% of cost of application Max £1,200	Per request	Discretionary
Pre-application advice – small local development – applicant requests an unaccompanied visit prior to advice letter being sent (additional to small local development fee)	£120.00	Per request	Discretionary
Pre-application advice – small local development – applicant requests a face to face meeting or site visit (additional to small local development fee)	£300.00	Per request	Discretionary
Pre-application advice – medium local development	50% of cost of application Max £2,400	Per request	Discretionary
Pre-application advice – medium local development – applicant requests an unaccompanied visit prior to advice letter being sent (additional to medium local development fee)	£120.00	Per request	Discretionary
Pre-application advice – small local development – applicant requests a face to face meeting or site visit (additional to small local development fee)	£300.00	Per request	Discretionary
Pre-application advice – major development	50% of cost of application Max £3,600	Per request	Discretionary
Pre-application advice – major development – applicant requests an unaccompanied visit prior to advice letter being sent (additional to medium local development fee)	£120.00	Per request	Discretionary
Pre-application advice - major development – applicant requests a face to face meeting or site visit (additional to small local development fee)	£300.00	Per request	Discretionary
Non-Material Variation – request	£200.00	Per request	Discretionary
Compliance with plans/conditions – all applications	£100.00	Per request	Discretionary

<b>Early Learning &amp; Childcare – Extra Nursery Hours</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Paper with updated fees for 2025/26 to be presented to Education Executive in March 2025			
Full Day	TBC	Per hour	Discretionary
Half Day	TBC	Per hour	Discretionary

<b>School Letting – Primary Schools (Prices exclude VAT which will be added if applicable)</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Category 1 – free of charge	Nil	Per hour	Discretionary
Category 2 – youth organisations – classroom	£6.90	Per hour	Discretionary
Category 2 – youth organisations – gym/small hall	£11.45	Per hour	Discretionary
Category 3 – other recognised community organisations – classroom	£12.22	Per hour	Discretionary
Category 3 – other recognised community organisations – gym/ small hall	£19.90	Per hour	Discretionary
Category 4 – instructional classes – classroom	£29.84	Per hour	Discretionary
Category 4 – instructional classes – gym/small hall	£50.56	Per hour	Discretionary
Category 5 – commercial use – classroom	£31.42	Per hour	Discretionary

<b>School Letting – Primary Schools (Prices exclude VAT which will be added if applicable)</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Category 5 – commercial use – gym/small hall	£54.36	Per hour	Discretionary
Category 6 – summer schools	By quote	Per quoted rate	Discretionary
Category 7 – youth group camps in educational premises	£11.45	Per person per day	Discretionary
Category 8 – use of playgrounds for car parking for commercial/ fundraising activities	£39.10	Per hour	Discretionary
Category 10 – gym halls, badminton or volleyball courts – adult groups	£28.99	Per hour per court	Discretionary
Category 10 – gym halls, badminton or volleyball courts – registered youth groups	£11.88	Per hour per court	Discretionary
Category 10 – gym halls, badminton or volleyball courts – adults	£5.67	Per hour per person	Discretionary
Category 10 – gym halls, badminton or volleyball courts – registered youths	£3.81	Per hour per person	Discretionary
Category 13 – football, rugby, hockey or training – synthetic pitch – adult groups	£44.75	Per hour	Discretionary
Category 13 – football, rugby, hockey or training – synthetic pitch – registered groups	£21.75	Per hour	Discretionary
Category 13 – football, rugby, hockey or training – grass pitch – adult groups	£42.82	Per hour	Discretionary
Category 13 – football, rugby, hockey or training – grass – registered youth groups	£20.71	Per hour	Discretionary
Category 16 – floodlighting – adult groups	£12.43	Per hour	Discretionary
Category 16 – floodlighting – registered youth groups	£9.45	Per hour	Discretionary
Category 17 – meetings in premises not normally open weekdays/Saturdays – additional charge (2 hour	£35.57	Per hour	Discretionary
Category 17 – meetings in premises not normally open Sundays – additional charge (2 hour min)	£48.36	Per hour	Discretionary

<b>Linlithgow Burgh Halls – Room Hire Charges</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Education Room/Garden Room – community groups non-income generating	£15.87	Per hour	Discretionary
Education Room/Garden Room – community groups/small business enterprise income generating	£24.78	Per hour	Discretionary
Education Room/Garden Room – commercial organisations	£48.33	Per hour	Discretionary
Education Room/Garden Room – commercial organisations half day (4 hours)	£175.33	Per half day	Discretionary
Education Room/Garden Room – commercial organisations full day (8 hours)	£352.60	Per full day	Discretionary
Education Room/Garden Room – day delegate rate	£29.02	Per delegate	Discretionary
Provost Lawrie/Baillie Hardie Hall weekdays – community groups non-income generating	£26.17	Per hour	Discretionary
Provost Lawrie/Baillie Hardie Hall weekdays – community groups/small business enterprise income generating	£36.64	Per hour	Discretionary
Provost Lawrie/Baillie Hardie Hall weekdays – commercial organisations	£77.23	Per hour	Discretionary
Provost Lawrie/Baillie Hardie Hall weekends – community groups non-income generating	£39.84	Per hour	Discretionary
Provost Lawrie/Baillie Hardie Hall weekends – community groups/small business enterprise income generating	£57.92	Per hour	Discretionary
Provost Lawrie/Baillie Hardie Hall weekends – commercial organisations	£99.04	Per hour	Discretionary
Provost Lawrie/Baillie Hardie Hall weekdays – commercial organisations half day (4 hours)	£281.58	Per half day	Discretionary
Provost Lawrie/Baillie Hardie Hall weekdays – commercial organisations half day (8 hours)	£564.40	Per full day	Discretionary
Provost Lawrie/Baillie Hardie Hall weekends – commercial organisations half day (4 hours)	£355.73	Per half day	Discretionary
Provost Lawrie/Baillie Hardie Hall weekends – commercial organisations full day (8 hours)	£712.69	Per full day	Discretionary
Provost Lawrie/Baillie Hardie Hall weekends – day delegate rate	£29.02	Per Delegate	Discretionary

<b>Linlithgow Burgh Halls – General Equipment Hire &amp; Services</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Portable induction loop	Nil	Per item	Discretionary
Lectern	Nil	Per item	Discretionary
Top table	Nil	Per item	Discretionary
Trestle tables	Nil	Per item	Discretionary
Small square tables	Nil	Per item	Discretionary
200 conference chairs	Nil	Per item	Discretionary
Card tables	Nil	Per item	Discretionary
Flip chart stand with pad and pens	£9.30	Per item	Discretionary
TV/DVD player	£37.22	Per item	Discretionary
Digital projector	£30.82	Per item	Discretionary
Digital projector & screen	£55.83	Per item	Discretionary
Laptop computer	£37.22	Per item	Discretionary
Sound system	£48.85	Per item	Discretionary
Wired microphone	£18.61	Per item	Discretionary
Radio microphone	£37.22	Per item	Discretionary
140 chair covers	£1.17	Per item	Discretionary
5 portable staging pieces	£37.22	Per item	Discretionary
Additional cleaning	£37.22	Per item	Discretionary
Photocopying A4	£0.11	Per item	Discretionary
Photocopying A3	£0.23	Per item	Discretionary
Laminating A4	£0.93	Per item	Discretionary
Laminating A3	£1.86	Per item	Discretionary
Phone calls – local only	£0.58	Per minute	Discretionary
Linen table cloth hire	£7.56	Per item	Discretionary

<b>Linlithgow Burgh Halls – Wedding Packages</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Wedding Package – Friday to Sunday (Oct to Mar)	£5,786.68	Per package	Discretionary
Wedding Package – Friday to Sunday (Apr to Sep)	£6,314.18	Per package	Discretionary
Wedding Package – Monday to Thursday (Oct to Mar)	£5,259.18	Per package	Discretionary
Wedding Package – Monday to Thursday (Apr to Sep)	£5,786.68	Per package	Discretionary
Evening Wedding Package – Oct to Mar	£4,204.18	Per package	Discretionary
Evening Wedding Package – Apr to Sep	£4,731.68	Per package	Discretionary

<b>Property Management Fees (all fees inclusive of VAT)</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Wayleaves for utilities – excluding legal fees	£220.00	Per transaction	Discretionary
Servitudes – excluding legal fees	£360.00	Per transaction	Discretionary
Minutes of waiver/standard securities – excluding legal fees	£360.00	Per transaction	Discretionary
Land sales (transactions up to £10,000)	£360.00	Per transaction	Discretionary
Land sales (transactions over £10,000)	£720.00	Per transaction	Discretionary
Garden ground administration fee – excluding legal fees	£200.00	Per transaction	Discretionary

<b>Property Management Fees (all fees inclusive of VAT)</b>	<b>2025/26</b>	<b>Basis of Charge</b>	<b>Discretionary/ Non-discretionary</b>
Preparation of deed plans	£220.00	Per transaction	Discretionary
Planning permission (guide)	£440.00	Per transaction	Discretionary
Commercial property advertising boards – administration fee	£270.00	Per transaction	Discretionary
Landlord reference – retaining unit within WLC area	£190.00	Per transaction	Discretionary
Landlord reference – not retaining unit within WLC area	£350.00	Per transaction	Discretionary
New leases, lease renewals (transactions up to £10,000)	£500.00	Per transaction	Discretionary
New leases, lease renewals (transactions over £10,000)	£750.00	Per transaction	Discretionary
Landlords consent (transactions up to £10,000)	£500.00	Per transaction	Discretionary
Landlords consent (transactions between £10,000 and £14,999)	£750.00	Per transaction	Discretionary
Landlords consent (transactions between £15,000 and £19,999)	£1,000.00	Per transaction	Discretionary
Landlords consent (transactions between £20,000 and £24,999)	£1,250.00	Per transaction	Discretionary
Landlords consent (transactions above £25,000)	£1,500.00	Per transaction	Discretionary
Roundabout sponsorship	Min £170.00	Per month	Discretionary