
Fees from 1 April 2016

Section A – Environmental Health

Environmental Health	Fee Increase	Cost excl. VAT	VAT	Total
Cooling towers	C	No charge		
Export Certificates	C	£37.50	£7.50	£45.00
Export Certificates – Reissue of.	C	£16.67	£3.33	£20.00
Food Hygiene Course (REHIS)	C	£50.00	-	£50.00
Food premises (Hygiene Certificate)	C	£216.67	£43.33	£260.00
Immigration Report	C	£76.25	£15.25	£91.50
Pest Control (Call Out Charge)	C	£21.67	£4.33	£26.00
Pest Control (Commercial)	C	£75.00 + material	£15.00 +mat vat	£90.00 + material
Pest Control (Internal Depts)	C	£75.00 + material	-	£75.00 + material
Pest Control (Reg Social Landlord)	C	£43.33	£8.67	£52.00
Pest Control (Domestic) – ALL	C	£43.33	£8.67	£52.00
Pest Control (Housing Block charge)	C	£3.43 per household	-	Billed quarterly
Private Landlord Registration	L	£55.00 + £11.00/ property	-	£55.00 + £11.00/ property
Empty Property Relief Certificates	C	£85.42	£17.08	£102.50
Houses in Multiple Occupation (HMOs) (3 yearly)	C	£1,574.50	-	£1,574.50
Private Water Supply Sample Charges				
Type A Supplies				
Sampling visit and preparation work	L	£70.00		
Check sample	L	£75.00/ analysis	-	£75.00/ analysis
Audit sample	L	Up to £435.00/ analysis		Up to £435.00/ analysis
	WDC	£132/analysis		£132/analysis
Completion of an initial risk assessment	L	£50.00	-	£50.00
Review of a risk assessment	L	£50.00	-	£50.00
Type B Supplies				
Analysis of sample	L	£48.00/ analysis	-	£48.00/ analysis
Sampling visit and preparation work	L	£70.00	-	£70.00
Risk Assessment	L	£50.00	-	£50.00

West Dunbartonshire Council - Regulatory Services

Port Health Authority Charges				
Recommended Ship Sanitation Certificate fees for April 2016				
Ship Inspection Charge (1)	Description	Fee Increase	Minimum Charge	Inc VAT £ (20%)
	Up to 1,000 tonnes	C	Per weighing	£79.00
	1,001 – 3,000 tonnes	C	Per weighing	£116.50
	3,001 – 10,000 tonnes	C	Per weighing	£179.00
	10,001 – 20,000 tonnes	C	Per weighing	£237.00
	20,001 – 30,000 tonnes	C	Per weighing	£302.00
	Over 30,000 tonnes	C	Per weighing	£359.00
	Vessels with the capacity to carry 50 – 1,000 persons	C	Per capacity	£359.00
	Vessels with the capacity to carry over 1,000 persons	C	Per capacity	£619.00
	Extensions to ship sanitation certificates	C	Per request	£52.00
		C		
Liquid Samples	Routine chemical water sample from ship (during inspection)	C	Per inspection	£100.00
	Routine chemical water sample from ship (request for sample only)	C	Per request	£223.50
	Routine microbiological water sample from ship (during inspection)	C	Per inspection	£40.50
	Routine microbiological water sample from ship (request for sample only)	C	Per request	£164.00
	Legionella water sample from ship (during inspection)	C	Per inspection	£101.00
	Legionella water sample from ship (request for sample only)	C	Per request	£224.50

(1) No VAT on this service

Section B – Trading Standards

Safety	Fee Increase	Cost excl. VAT	VAT	Total
Fireworks Licence to supply fireworks outwith restricted time periods	L	£500.00	-	£500.00
Explosives (incl. fireworks) Licence to store explosives (Reg 10)	L			
○ One years duration		£185.00	-	£185.00
○ Two years duration		£243.00	-	£243.00
○ Three years duration		£304.00	-	£304.00
○ Four years duration		£374.00	-	£374.00
○ Five years duration		£423.00	-	£423.00
Renewal of a licence (Reg 10)	L			
○ One years duration		£86.00	-	£86.00
○ Two years duration		£147.00	-	£147.00
○ Three years duration		£206.00	-	£206.00
○ Four years duration		£266.00	-	£266.00
○ Five years duration		£326.00	-	£326.00
Registration in relation to the storage of explosives (Reg 11)	L			
○ One years duration		£109.00	-	£109.00
○ Two years duration		£141.00	-	£141.00
○ Three years duration		£173.00	-	£173.00
○ Four years duration		£206.00	-	£206.00
○ Five years duration		£238.00	-	£238.00

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Renewal of a registration (Reg 11)	L			
○ One years duration		£54.00	-	£54.00
○ Two years duration		£86.00	-	£86.00
○ Three years duration		£120.00	-	£120.00
○ Four years duration		£152.00	-	£152.00
○ Five years duration		£185.00	-	£185.00
NB. A renewal of a registration cannot be granted for more than one year except in special circumstances as described in reg 11(9).				
Variation of a licence (Reg 16)	L			
○ Varying name of licensee or address of site		£36.00	-	£36.00
○ Any other kind of variation – The reasonable cost to the licensing authority of having the work carried out				
Transfer of licence or registration (Reg 20)	L	£36.00	-	£36.00
Replacement of licence or registration referred to above if lost (Reg 20)	L	£36.00	-	£36.00

Petroleum	L			
Licence to keep petroleum spirit of a quantity:				
○ Not exceeding 2500 litres		£44.00	-	£44.00
○ Exceeding 2500 litres but not exceeding 50,000 litres		£60.00	-	£60.00
○ Exceeding 50, 000 litres		£125.00	-	£125.00
These are annual fees. The fee payable for a licence of more or less than one year's duration is the fee set out above increased or decreased, as the case may be, proportionately according to the duration of the period for which the licence is granted or renewed.				

Weights & Measures	Fee Increase	Cost excl. VAT	VAT	Total
Liquid Fuel Measuring Instruments	C	£122.50	£24.50	£147.00
- First meter tested		£75.83	£15.17	£91.00
- Each additional meter tested during the same visit		per meter		per meter
All other weighing and measuring equipment	C	£66.25/hour	£13.25	£79.50/hr
One officer on site		£105.83/hour	£21.17	£127.00/hr
Two or more officers required on site				

Notes on weights and measures fees
 Hourly rates will include travel time. The minimum charge will be one hour; thereafter fees will be charged by the half hour.
 VAT will not be added to any work completed under the Measuring Instruments (EEC Requirements) Regulations 1988.

Animal Feed	Fee Increase	Cost excl. VAT	VAT	Total
Approval for the manufacture of feed additives	L	£451.00	-	£451.00
Approval for placing feed additives on the market	L	£226.00	-	£226.00
Registration (feed hygiene)	L	No charge		

Section C – Other Licensing Fees

Animals	Fee Increase	Cost excl. VAT	VAT	Total
Animal Boarding (cats and dogs) - Annual	C	£335.50	-	£335.50
Dangerous wild animals - Annual	C	£335.50	-	£335.50+ vet fees
Dog breeders - Annual	C	£335.50	-	£335.50+ vet fees
Pet shops - Annual	C	£335.50	-	£335.50
Riding establishments - Annual	C	£335.50	-	£335.50+ vet fees
Zoos	C	£335.50	-	£335.50+ vet fees
Animal Dealing	C	£335.50	-	£335.50+ vet fees
Performing Animals (no charge)	C	£0.00	-	£0.00
+ Zoo Licensing Act 1981 – Fees for Services and Expenses - The Scottish Ministers' Zoo Inspectors' rate for services £72.53 per hour. Subsistence rates, and mileage allowance remain unchanged.				

Food	Fee Increase	Cost excl. VAT	VAT	Total
Venison (3 yearly)	C	£530.00	-	£530.00

Leisure	Fee Increase	Cost excl. VAT	VAT	Total
Caravan sites	C	Nil	Nil	Nil
Cinemas - new / renewal (Commercial) (yearly)	M	£600.00	-	£600.00
- new / renewal (Non-Commercial) (yearly)		£200.00	-	£200.00
- Transfer of licence		£120.00		£120.00
Hypnotism	C	Nil	Nil	Nil
Theatres	C	£954.00	-	£954.00

Section D – Other Fees

Information Requests	Fee Increase	Cost excl. VAT	VAT	Total
Photocopying A4 black and white	P	£0.10	£0.02	£0.12
Photocopying A4 colour	P	£0.30	£0.06	£0.36
Environmental Information Requests under the Environmental Information (Scotland) Regulations 2004	P	Refer to the charges detailed on page 21 of the council's Publication Scheme which can be found on the Licensing pages of the council website.		

Notes

Fee Increase codes:

M = Licensing Board or Committee sets its own fee up to a maximum prescribed by legislation

C = Council has discretion to set its own fee

L = Legislation prescribes the fee which must be charged

P = Charges detailed in the council's Publication Scheme

VAT is charged at 20%