



Fees and Charges

2023/24

All fees & charges are quoted exclusive of VAT. Specific services are subject to VAT as required by HM Revenue and Customs. Therefore, where applicable, VAT will be charged in addition to the quoted fee or charge.

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2021/22 Charge (excl. vat)	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Infrastructure & Environment Parks & Environment						
Burial Grounds						
Purchase of Ground						
Lairs for one or two interments	£872.00	£899.00	£944.00	5.01%	221	£ 9,945
Woodland burial - land (includes tree)	£872.00	£899.00	£944.00	5.01%		
Lairs for cremation caskets (up to 4)	£872.00	£899.00	£944.00	5.01%		
Interments						
Adults (first, or re-open)	£750.00	£773.00	£812.00	5.05%	581	£ 22,659
Woodland burial - interment	£750.00	£773.00	£812.00	5.05%		
Cremation caskets	£250.00	£258.00	£271.00	5.04%		
Interments on a Saturday (last interment 10:30am)						
Adult	£964.00	£993.00	£1,043.00	5.04%		
Cremation caskets	£393.00	£405.00	£425.00	4.94%		
Interments on a Sunday, holiday or out with seasonal working hours						
Adult	£1,270.00	£1,309.00	£1,374.00	4.97%		
Cremation caskets	£509.00	£525.00	£551.00	4.95%		
Other Charges						
Re-issue of lair certificate	£31.00	£32.00	£34.00	6.25%	5	£ 10
Burial search fee - first hour	£48.50	£50.00	£53.00	6.00%	100	£ 300
Burial search fee - second hour	£48.50	£50.00	£53.00	6.00%		
Burial search fee - each additional hour	£12.20	£12.60	£13.00	3.17%		
Marking out, excavate only	£163.00	£168.00	£176.00	4.76%	0	£ -
Headstone foundations						
Marking out, excavate, lay foundation	£193.00	£199.00	£209.00	5.03%	304	£ 3,040
Marking out, excavate only	£163.00	£168.00	£176.00	4.76%	9	£ 72
Administration Charges						
Non resident lair sale/interment premium 50% of fee	£437.00	£451.00	£474.00	5.10%	13	£ 299
Admin fee per burial	£60.00	£62.00	£65.00	4.84%	577	£ 1,731
Issuing Title deed	£30.00	£31.00	£33.00	6.45%	220	£ 440
Fee selling lair back to SBC - 10% of price paid	£0.00	£0.00			10	£ -
Fee to test dig a lair	£750.00	£773.00	£812.00	5.05%	0	£ -
Marking a grave for placement of small memorial	£100.00	£103.00	£108.00	4.85%	12	£ 60
Scattering ashes	£60.00	£62.00	£65.00	4.84%	0	£ -
Installation of memorial bench (per bench)			£100.00		20	£ 2,000
Memorial Tree	£35.00	£36.00	£38.00	5.56%	3	£ 6
Public Conveniences						
RADAR Keys for disabled facilities	£5.00	£5.00	£5.00	0.00%	107	£ -
Parks & Open Spaces						
Allotments						
Admin Fee	£43.50	£45.00	£47.00	4.44%	82	£ 164
No fee per m2 of plot has been charged						
A 50% concession is offered to new or existing tenants based on eligibility criteria, namely those in receipt of Universal Credit; Working Tax Credit; Income-based Employment and Support Allowance; Income-based Jobseeker's Allowance; Income Support; Housing Benefit; Pension Credit.						
Changing Pavilion - Hawick						
Dressing room and showers - per 2 teams						
- Adults, Monday to Saturday	£35.00	£36.00	£38.00	5.56%	19	£ 38
- Adults, Sunday	£42.00	£43.00	£45.00	4.65%	0	£ -
- Juveniles, Monday to Saturday	£14.50	£15.00	£16.00	6.67%	1	£ 1
- Juveniles, Sunday	£16.50	£17.00	£18.00	5.88%	5	£ 5
Individual showers inc. of dressing room						
- Adults	£2.00	£2.00	£2.00	0.00%	0	£ -
- Juveniles	£1.00	£1.00	£1.00	0.00%	0	£ -
Dressing room only - per 2 teams						
- Adults, Monday to Saturday	£15.50	£16.00	£17.00	6.25%	35	£ 35
- Adults, Sunday	£17.50	£18.00	£19.00	5.56%	0	£ -
- Juveniles, Monday to Saturday	£5.60	£5.80	£6.00	3.45%	0	£ -
- Juveniles, Sunday	£6.60	£6.80	£7.00	2.94%	7	£ 1
Other Facilities (Parks & Open Spaces)						
Small facilities (1-6 shows/stands)	£124.00	£128.00	£134.00	4.69%	10	£ 60
Medium Facilities - (7-12 shows/stands)	£246.00	£254.00	£267.00	5.12%	1	£ 13
Large Facilities - (13 and over shows/stands)	£371.00	£383.00	£402.00	4.96%	1	£ 19
TOTAL						£40,898

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SCOTTISH BORDERS COUNCIL FEES & CHARGES	2021/22 Charge (excl. vat)	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Infrastructure & Environment						
Waste Management Services						
Waste Services						
Disposal Charges - per tonne, pro-rata						
Waste Transfer Stations						
Bulky Waste	£147.00	£151.00	£158.50	4.97%	500	£ 3,750
Commercial & Demolition	£134.00	£138.00	£144.75	4.89%	600	£ 4,050
Mixed Municipal Waste	£145.00	£149.00	£156.25	4.87%	500	£ 3,625
Dry Mixed Recyclate - Please contact 0300 100 1800 for current price and further information					0	£ -
Wood - Please contact 0300 100 1800 for current price and further information					0	£ -
Administration Charge - charged per invoice. Invoices are collated on a monthly basis	£27.50	£28.25	£30.00	6.19%	328	£ 574
Trade General Waste Contract (Bin) ^{2,3}						
1100 ltr	£1,109.16	£1,142.96	£1,200.16	5.00%	367	£ 20,992
660 ltr	£700.44	£721.76	£758.16	5.04%	267	£ 9,719
360 ltr	£370.76	£382.20	£401.44	5.03%	383	£ 7,369
240 ltr	£271.44	£279.76	£294.32	5.20%	443	£ 6,450
Trade General Waste Sacks ⁴						
Per 52 sacks	£142.48	£146.64	£153.92	4.96%	713	£ 5,191
Per 13 sacks (minimum purchase)	£35.62	£36.66	£38.48	4.96%	0	£ -
Trade Recycling Contracts (Bin) ⁴						
1100 ltr	£957.32	£986.44	£1,035.84	5.01%	257	£ 12,696
660 ltr	£672.88	£693.68	£728.52	5.02%	160	£ 5,574
360 ltr	£311.48	£321.36	£337.48	5.02%	201	£ 3,240
240 ltr	£203.84	£210.08	£220.48	4.95%	585	£ 6,084
Trade Recycling Contracts (Sacks) ⁴						
Minimum (1 sack/week)	£103.48	£106.60	£111.80	4.88%	204	£ 1,061
Small (3 sacks/week)	£191.36	£197.08	£206.96	5.01%	273	£ 2,697
Medium (7 sacks/week)	£441.48	£454.48	£477.36	5.03%	135	£ 3,089
Large (13 sacks/week)	£716.56	£738.40	£775.32	5.00%	41	£ 1,514
Large quantities from commercial producers will be priced on an individual basis, based on quantity & method of collection						
Trade Recycling Sacks (Additional to contract only)						
Per 26 sacks	£51.74	£53.30	£55.90	4.88%	522	£ 1,357
Food Waste Contracts ³						
140 ltr bin	£336.44	£346.32	£363.48	4.95%	92	£ 1,579
23 ltr bin	£77.48	£80.08	£84.10	5.02%	34	£ 137
1 roll of 35 ltr compostable liners (25 liners/roll)	£3.75	£4.00	£4.00	0.00%	622	£ -
Replacement key for 140 ltr bin	£5.80	£6.00	£6.00	0.00%	6	£ -
Special Collections - Business						
Per hour - pro-rata ¹	£126.00	£130.00	£137.00	5.38%	35	£ 245
Minimum charge (20 minutes) ¹	£44.50	£46.00	£48.30	5.00%	35	£ 81
Special Collections - Domestic						
Up to 5 articles (including fridges and freezers)	£41.50	£42.75	£45.00	5.26%	2,150	£ 4,838
Community Recycling Centre Trade Access Permit - tickets are sold in books of 5 or 10 (Prices shown are per book of 5 tickets)						
Recycling Permit						
Small - (approx. small car or 1-4 bags)	£32.50	£34.25	£36.00	5.11%	5	£ 9
Medium - (approx. estate/car-derived van/4x4 or 5-9 bags)	£49.50	£52.00	£54.60	5.00%	5	£ 13
Large - (approx. large & small panel vans/micro & mini vans & transit vans not exceeding 3.5t gross vehicle weight (gvw) or 10-15 bags)	£62.00	£65.25	£68.50	4.98%	8	£ 26
Recycling & General Waste Permit						
Small - (approx. small car or 1-4 bags)	£61.00	£64.00	£67.20	5.00%	2	£ 6
Medium - (approx. estate/car-derived van/4x4 or 5-9 bags)	£107.00	£112.50	£118.10	4.98%	0	£ -
Large - (approx. large & small panel vans/micro & mini vans & transit vans not exceeding 3.5t gvw or 10-15 bags)	£148.00	£155.50	£163.25	4.98%	62	£ 481
Electrical Household Clearance Items Permit						
Small load	£11.00	£11.50	£12.00	4.35%	60	£ 30
Charity Disposing of Donated Household Goods						
Small - (approx. small car or 1-4 bags)	£11.00	£11.00	£11.50	4.55%	0	£ -
Medium - (approx. estate/car-derived van/4x4 or 5-9 bags)	£22.00	£22.00	£23.00	4.55%	2	£ 2
Large - (approx. large & small panel vans/micro & mini vans & transit vans not exceeding 3.5t gvw or 10-15 bags)	£32.00	£33.00	£34.50	4.55%	0	£ -
TOTAL						£106,477

¹ Additional labour, plant and machinery charged at dayworks rates

² Annual charge based on one collection per week

³ Includes Bin rental, disposal and service

⁴ Includes disposal and service

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SCOTTISH BORDERS COUNCIL FEES & CHARGES	2021/22 Charge (excl. vat)	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Infrastructure & Environment Roads & Infrastructure						

Road Closure

Per Notice	£165.00	£170.00	£179.00	5.29%	3	£ 27
Per Order	£340.00	£350.00	£368.00	5.14%	169	£ 3,042

Charges for Road Closures are currently being reviewed. It is proposed to introduce a sliding scale depending on the complexity of the closure, however no figures have been agreed as yet

Scaffolding Permits

Up to 3 months and every subsequent 3 months to a maximum of 4 payments (Min to Max)	£150.00	£155.00	£163.00	5.16%	64	£ 512
	£579.00	£600.00	£630.00	5.00%	0	£ -
	£675.00	£695.00	£730.00	5.04%	0	£ -
	£775.00	£799.00	£839.00	5.01%	0	£ -
	£876.00	£905.00	£950.00	4.97%	0	£ -

Temporary Traffic Light Permits

For sites with junctions or more than two approaches	£72.50	£75.00	£79.00	5.33%	286	£ 1,144
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De-icing Salt

Supplied to the public ¹ - 1 tonne or more (pro-rata)	£91.50	£96.50	£101.00	4.66%	350	£ 1,576
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Langlee Recycling Centre

Cover/Washed/Sharp Sand	£24.00	£25.00	£27.00	8.00%	1800	£ 3,600
Building Sand	£24.00	£27.00	£29.00	7.41%	175	£ 350
6mm to 10mm Pipe Bedding	£16.00	£16.50	£17.00	3.03%	180	£ 90
12mm to 25mm Pipe Bedding	£14.00	£14.50	£15.00	3.45%	2200	£ 1,100
25mm to 75mm Type B Filler	£11.25	£11.00	£11.50	4.55%	860	£ 430
Type 1 Sub-Base	£7.50	£7.50	£8.00	6.67%	3200	£ 1,600
Concrete Mix	£15.50	£16.00	£17.00	6.25%	652	£ 652
Crusher Run 4"	£8.00	£8.00	£8.00	0.00%	600	£ -
4 by 2 Clean Stone	£10.00	£10.25	£11.00	7.32%	549	£ 412
Topsoil (as dug)	£6.75	£7.00	£7.00	0.00%	0	£ -
Screened Top Soil	£30.00	£31.00	£33.00	6.45%	50	£ 100
Verge Soil	£4.75	£5.00	£5.25	5.00%	144	£ 36
Plainings	£9.00	£9.25	£9.25	0.00%	135	£ -
Reinstatement Soil	£14.75	£15.25	£16.00	4.92%	25	£ 19
Rubble	£7.50	£8.00	£8.50	6.25%	6205	£ 3,103
Soil and Stone	£7.50	£8.00	£8.50	6.25%	4118	£ 2,059
Slate	£7.50	£8.00	£8.50	6.25%	40	£ 20
Tar Cuttings	£7.50	£8.00	£8.50	6.25%	209	£ 105
Reinforced Concrete	£22.00	£25.00	£26.00	4.00%	0	£ -

Road Occupation

Road Opening Permits	£108.00	£108.00	£108.00	0.00%	87	£ -
Road Occupation Permits	£36.00	£36.00	£36.00	0.00%	50	£ -

TOTAL **£19,976**

¹excluding delivery - call 01835 825571 for quotation

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Infrastructure & Environment Planning						

Heritage & Conservation

Archaeology

Professional time (per hour)	£71.00	£73.00	£77.00	5.48%	10	£ 40
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Access & Countryside

Books/Leaflets

Borders Heritage Book	£5.00	£5.00	£5.00	0.00%	0	£ -
Tweed Rivers Book	£9.99	£9.99	£9.99	0.00%	0	£ -
Town Trail Leaflets	£1.00	£1.00	£1.00	0.00%	0	£ -
Paths Around (old stock)	£1.00	£1.00	£1.00	0.00%	0	£ -
Paths Around (new stock)	£2.00	£2.00	£2.00	0.00%	0	£ -
Short Walks on the Eastern Southern Upland Way	£2.50	£2.50	£2.50	0.00%	0	£ -
St Cuthbert's Way Short Walks	£9.99	£9.99	£9.99	0.00%	0	£ -

Access Exemption Notices		£100.00	£105.00	5.00%	20	£ 100
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Filming on Council Land (per half day)		£350.00	£368.00	5.14%	1	£ 18
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Housing

Landlord Registration - Principal Fee ¹	£67.00	£68.00	£68.00	0.00%	1,667	£ -
Landlord Registration - Property Fee ¹	£15.00	£16.00	£16.00	0.00%	833	£ -
Landlord Registration - Late Application Fee ¹	£133.00	£137.00	£137.00	0.00%	0	£ -
Private Sector Housing Grant - Recording Fee ¹	£70.00	£80.00	£80.00	0.00%	0	£ -
Private Sector Housing Grant - Admin Fee	£117.00	£121.00	£121.00	0.00%	60	£ -

Development Management

Pre-Planning Application Advice Service

Written Response

Type of Development

Local Development (other than housing)	£143.00	£150.00	£160.00	6.67%	45	£ 450
Proposals for 1-2 house/s or flats	£143.00	£150.00	£160.00	6.67%	45	£ 450
Housing developments (3-49 houses)	£338.00	£350.00	£365.00	4.29%	13	£ 195
Housing developments (more than 49 houses or sites over 2 hectares)	£598.00	£600.00	£630.00	5.00%	0	£ -
Renewable Energy Projects over 2 hectares	£988.00	£1,500.00	£1,575.00	5.00%	0	£ -
All other major developments	£598.00	£1,000.00	£1,050.00	5.00%	2	£ 100

Meeting (per meeting)

Type of Development

Local Development (other than housing)	£338.00	£400.00	£420.00	5.00%	13	£ 260
Proposals for 1-2 house/s or flats	£338.00	£400.00	£420.00	5.00%	13	£ 260
Housing developments (3-49 houses)	£533.00	£640.00	£670.00	4.69%	0	£ -
Housing developments (more than 49 houses or sites over 2 hectares)	£923.00	£1,250.00	£1,315.00	5.20%	0	£ -
Renewable Energy Projects over 2 hectares	£1,313.00	£2,500.00	£2,625.00	5.00%	0	£ -
All other major developments	£923.00	£1,500.00	£1,575.00	5.00%	0	£ -

Non-material variations ⁵			£200.00		83	£ -
Compliance with Condition (per request) ⁶			£100.00		0	£ -
Discharge of Condition (per request) ⁶			£100.00		0	£ -

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2021/22 Charge (excl. vat)	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Infrastructure & Environment Planning						

Building Standards Service
Preliminary Enquiries
Written Response

For Parts 1 to 7 inclusive: 50% of Building Warrant fee based on value of work ² (minimum fee)	£150.00	£200.00	£210.00	5.00%	0	£ -
For Part 1 only: 5% of half warrant fee ³	Minimum fee for single Part is £100.00. If more than one single Part is requested, minimum fee is £150.00.	Minimum fee for single Part is £130.00. If more than one single Part is requested, minimum fee is £200.00.	Minimum fee for single Part is £136.00. If more than one single Part is requested, minimum fee is £210.00.		0	
For Part 2 only: 35% of half warrant fee ³					0	£ -
For Part 3 only: 10% of half warrant fee ³					0	£ -
For Part 4 only: 10% of half warrant fee ³					0	£ -
For Part 5 only: 5% of half warrant fee ³					0	£ -
For Part 6 only: 30% of half warrant fee ³					0	£ -
For Part 7 only: 5% of half warrant fee ³					0	£ -

Meeting (per meeting)

Domestic Applications for single property	£60.00	£80.00	£84.00	5.00%	3	£ 12
Domestic Developments up to 3 units	£180.00	£225.00	£236.00	4.89%	3	£ 33
Domestic Developments 4-49 units	£360.00	£450.00	£473.00	5.11%	0	£ -
Domestic Developments over 49 units	£720.00	£950.00	£998.00	5.05%	0	£ -
Minor Non-Domestic applications for property in single use	£180.00	£225.00	£236.00	4.89%	1	£ 11
Major or complex Non-Domestic applications for property in single use	£360.00	£400.00	£420.00	5.00%	1	£ 20
Major or complex Non-Domestic applications for property in multiple use	£720.00	£950.00	£998.00	5.05%	1	£ 48
Amendments to warrant for drainage works		£100.00	£100.00	0.00%	100	£ -

Property Inspections

Letter confirming work carried out on site is exempt from Regulations 8 to 12 as defined in Schedule 1 to Mandatory Regulation 3. Fee includes a single visit to site.	£220.00	£280.00	£294.00	5.00%	1	£ 14
Letter confirming work carried out on site did not require Building Warrant approval as defined in Schedule 3 to Mandatory Regulation 5. Fee includes a single visit to site.	£220.00	£280.00	£294.00	5.00%	1	£ 14
Additional inspection to site in relation to the above to check any remedial work required, etc.	£110.00	£150.00	£158.00	5.33%	1	£ 8

Letters of Confirmation

E-mail/letter clarifying that a proposal is exempt from the Standards or exempt from requiring Building Warrant approval as per Mandatory Regulations 3 and 5 respectively. (Specific answer based on drawings and specifications submitted. Answer will highlight areas where modification is required in order for proposal to be exempt or to comply with the Mandatory Standards.) ²	£220.00	£280.00	£294.00	5.00%	6	£ 84
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Permit to Use a Temporary Raised Structure

Administration fee for assessment of temporary raised structures – Raised seating structure.	£330.00	£430.00	£452.00	5.12%	1	£ 22
Administration fee for assessment of temporary raised structures – Raised platform or stage greater than 30 m2.	£330.00	£430.00	£452.00	5.12%	1	£ 22
Administration fee for assessment of temporary raised structures - Raised platform or stage less than 30 m2 with an overhead gantry.	£220.00	£300.00	£315.00	5.00%	1	£ 15
Administration fee for assessment of temporary raised structures - Raised platform or stage less than 30 m2 without an overhead gantry.	£165.00	£200.00	£210.00	5.00%	1	£ 10
Additional fee if Scottish Borders Council require to appoint an independent structural engineer in respect of an application to erect a temporary raised structure.	Engineer's fee				0	£ -

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Infrastructure & Environment Planning						

Safety at Sports Grounds

Administration fee for assessment in respect of a general safety certificate ⁴	£440.00	£550.00	£578.00	5.09%	1	£ 28
Administration fee for an amendment to a general safety certificate ⁴	£440.00	£550.00	£578.00	5.09%	1	£ 28
Administration fee for ground capacity assessment (3 yearly)	£440.00	£550.00	£578.00	5.09%	1	£ 28
Letter of confirmation (years 2 & 3) ⁵			£288.00		1	£ 288
Administration fee for assessment of a sports ground with a view to providing details on ground capacity. This includes assessments for clubs where capacity is to be verified for the Scottish Football Association.	£440.00	£550.00	£578.00	5.09%	2	£ 56

Percolation Tests

Witness of the third test percolation test and water table test hole and provision of design data in relation to provision of a closed soakaway infiltration trench. Maximum of 4 hours. (Tests one and two to be recorded by the applicant and water provided on site ready for the third test to be carried out.)	£330.00	£375.00	£394.00	5.07%	1	£ 19
Additional charge per hour in relation to the above.	£110.00	£125.00	£131.00	4.80%	0	£ -

Administration Fee for Compliance, Dangerous or Defective Building Notice work undertaken

Fee for Scottish Borders Council administrating works following issue of a notice for compliance, defect or danger.	20% of the cost of work plus VAT				0	£ -
Fee for Scottish Borders Council administrating works in relation to immediate dangers.	20% of the cost of work plus VAT				0	£ -

Roads Planning

Vehicular Access Consent where Planning Permission is not required. Fees are linked to Planning Application fees.	£202.00	£300.00	£300.00	0.00%	20	£ -
Road adoption searches	£30.00	£30.00	£42.00	40.00%	12	£ 144
Road adoption searches (extended boundaries). Larger or more complex requests may incur additional charges.		£80.00	£84.00	5.00%	76	£ 304
Road Construction Consent Site Inspections/Adoptions :						
Roads Planning Officer (per hour)		£44.41	£45.30	2.00%	415	£ 369
Structural Engineer (per hour)		£61.71	£62.94	2.00%	20	£ 25
Street Lighting Technician (per hour)		£41.45	£42.28	2.00%	100	£ 83
Mileage Rate (per mile)		£0.45	£0.45	0.00%	5750	£ -
Road material testing (per sample)		£50.00	£50.00	0.00%	40	£ -

TOTAL	£ 3,557
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¹ Fees set by national agency.

² Minimum fee is £210.00

³ Minimum fee for single Part is £136.00. If more than one single Parts are requested, minimum fee is £210.00

⁴ Plus advert costs

⁵ New fee

⁶ Options to waive fee in full (where request relates to development that benefits from fee exemption) or reduce the fee by half (where the development benefits from a fee reduction)

All fees & charges are quoted exclusive of VAT. Specific services are subject to VAT as required by HM Revenue and Customs. Therefore, where applicable, VAT will be charged in addition to the quoted fee or charge.

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2021/22 Charge (excl. vat)	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Social Work & Practice						
Meals at home (per meal)	£3.40	£3.50	£3.68	5.00%	40,000	£ 7,000
Freezer Hire	£0.50	£1.33	£1.40	5.00%	752	£ -
Microwave Hire	£0.60	£1.07	£1.12	5.00%	561	£ -
Bordercare Alarms	£4.80	£4.94	£5.19	5.00%	1,200	£ 15,413

Residential¹

Residential Homes in house (per week)	£744.69	£767.03	£805.38	5.00%	0	£ -
External Residential - Single Min (per week)	£614.07	£719.50	£719.50	0.00%	0	£ -
External Residential - Shared (per week)	£589.07	£694.50	£694.50	0.00%	0	£ -
External Nursing - Single Min (per week)	£714.90	£832.10	£832.10	0.00%	0	£ -
External Nursing - Shared (per week)	£689.90	£807.10	£807.10	0.00%	0	£ -
Residential Respite - Max (per week)	£512.00	£554.18	£554.18	0.00%	0	£ -
Intermediate Care - Max (free for first 42 days)	£744.69	£767.03	£767.03	0.00%	0	£ -
Enhanced Residential	£760.77	£775.80	£775.80	0.00%	0	£ -
					TOTAL	£22,413

¹The above charges are those set by the Council, where specific contribution is required by service users. Clients financially assessed under Self-Directed Support will pay a contribution to all services received, based on their ability to pay.

All fees & charges are quoted exclusive of VAT. Specific services are subject to VAT as required by HM Revenue and Customs. Therefore, where applicable, VAT will be charged in addition to the quoted fee or charge.

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2021/22 Charge (excl. vat)	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Education & Lifelong Learning						

School lets - Standard Rate

Assembly Hall - Per Band B Hall per hour ¹	£19.10	£19.70	£20.70	5.08%	100	£ 100
Dining Hall per hour ¹	£11.15	£11.50	£12.10	5.22%	100	£ 60
Library per hour ¹	£11.15	£11.50	£12.10	5.22%	30	£ 18
Classroom per hour ¹	£5.90	£6.10	£6.45	5.74%	50	£ 18
Craft Studio per hour ¹	£11.15	£11.50	£12.10	5.22%	50	£ 30
Community Room per hour ¹	£5.90	£6.10	£6.45	5.74%	200	£ 70
1 Court per hour ¹	£5.90	£6.10	£6.45	5.74%	1,500	£ 525
2 Courts per hour ¹	£11.80	£12.20	£12.85	5.33%	2,000	£ 1,300
3 Courts per hour ¹	£17.70	£18.30	£19.25	5.19%	3,000	£ 2,850
4 Courts per hour ¹	£23.60	£24.40	£25.70	5.33%	250	£ 325
Grass Pitch - all (per game up to 2 hours) ¹	£29.40	£30.30	£31.85	5.12%	1,000	£ 1,550
Synthetic Pitch (2G)	£25.80	£26.60	£27.95	5.08%	500	£ 675
Synthetic Pitch (2G) - Half Pitch	£12.90	£13.30	£14.00	5.26%	3,000	£ 2,100

Discounts

Junior Use entitled to 33% discount

Commercial Rate

Twice Standard rate

Early Learning Childcare

Non funded childcare fee per hour ¹	£3.20	£4.00	£5.50	37.50%	2,500	£ 3,750
Non funded childcare fee per day (8-10 hours) ¹	£22.00	£32.00	£44.00	37.50%	1,400	£ 16,800

School Meals

Primary Schools - Pupil Meal	£2.40	£2.40	£2.40	0.00%	250,000	£ -
Primary Schools - Adult Meal	£2.90	£3.00	£3.00	0.00%	3,000	£ -
					TOTAL	£30,171

¹ Increase from 17th April 2023

All fees & charges are quoted exclusive of VAT. Specific services are subject to VAT as required by HM Revenue and Customs. Therefore, where applicable, VAT will be charged in addition to the quoted fee or charge.

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2021/22 Charge (excl. vat)	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Resilient Communities						

Customer Services - Registrars

Notice of Marriage & Civil Partnerships each ^{1 & 2}	£30.00	£30.00	£45.00	50.00%	335	£ 5,025		
Extract ¹	£10.00	£10.00	£10.00	0.00%	3,264	£ -		
Certificate of No Impediment	£30.00	£30.00	£45.00	50.00%	0	£ -		
Religious Marriage ^{1 & 2}	£70.00	£70.00	£100.00	42.86%	265	£ 7,950		
Conducting Civil Marriage & Civil Partnership Registration in Office in Office Hours - max. 8 people ^{1 & 2}	£125.00	£125.00	£155.00	24.00%	406	£ 5,278		
Conducting Civil Marriage & Civil Partnership Ceremony in Office out with office hours - 1 hour or more after closing, Monday - Friday ⁴	£305.00	£315.00	£325.00	3.17%				
Conducting Civil Marriage & Civil Partnership Ceremony in Office on Saturday (before 5 p.m.) ⁴	£350.00	£360.00	£370.00	2.78%				
Conducting Civil Marriage & Civil Partnership Ceremony in Office on Saturday (after 5 p.m.) ⁴	£420.00	£430.00	£445.00	3.49%				
Conducting Civil Marriage & Civil Partnership Ceremony in Office with 9 or more guests - during office hours ⁴	£300.00	£310.00	£320.00	3.23%				
Civil Partnership converting to same sex marriage ¹	£30.00	£30.00	£30.00	0.00%				
Conducting Civil Marriage & Civil Partnership on a Sunday/Public Holidays & New Year at any venue ⁴	£420.00	£440.00	£455.00	3.41%				
Conducting Civil Marriage & Civil Partnership after 5pm in Office ⁴	£380.00	£390.00	£400.00	2.56%				
Conducting Civil Marriage & Civil Partnership in other venue (Monday to Saturday before 5pm) ⁴	£400.00	£410.00	£425.00	3.66%				
Conducting Civil Marriage & Civil Partnership in other venue (Monday to Saturday after 5pm) ⁴	£420.00	£430.00	£445.00	3.49%				
Commitment Ceremony - anywhere, Mon-Sat, before 5pm ^{3 & 4}			£250.00					
Commitment Ceremony anywhere, Sunday/Festive Period/Public Holidays/after 5pm ^{3 & 4}			£350.00					
Naming & Vow renewing ceremony (during Office Hours) ⁴	£155.00	£200.00	£200.00	0.00%			8	£ 150
Naming & Vow renewing ceremony (Saturday) ⁴	£155.00	£200.00	£200.00	0.00%				
Naming & Vow renewing ceremony (after 5pm) ⁴	£155.00	£200.00	£250.00	25.00%				
Naming & Vow renewing ceremony Sunday/Public Holidays, Christmas & New Year ⁴	£180.00	£225.00	£250.00	11.11%				
Genealogy - per hour ¹	£15.00	£15.00	£15.00	0.00%	0	£ -		
Digros Print	£2.00	£3.00	£3.00	0.00%	12	£ -		
Extracts search fee ^{1 & 2}	£5.00	£5.00	£5.00	0.00%	63	£ -		
Postage and packing - within UK			£1.00		0	£ -		
Postage and packing - outwith UK			£3.00		0	£ -		
Private Citizenship	£70.00	£75.00	£80.00	6.67%	5	£ 25		
Blue Badges ¹	£20.00	£20.00	£20.00	0.00%	2,160	£ -		

TOTAL	£18,428
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¹ Fees set by national agency.

² Fees set by national agency, in some instances these were previously incorrectly published for 2018/19 and 2019/20. All fees were charged at the correct level which were less than the previously published Fees and Charges.

³ New fee

⁴ Fee includes a non-refundable deposit of £50.

All fees & charges are quoted exclusive of VAT. Specific services are subject to VAT as required by HM Revenue and Customs. Therefore, where applicable, VAT will be charged in addition to the quoted fee or charge.

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2021/22 Charge (excl. vat)	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Finance & Corporate Governance						
Environmental Health						
Pest Control						
Eradication (domestic premises) of wasps	£49.50	£51.00	£54.00	5.88%	455	£ 1,365
Eradication (domestic premises) of ants	£59.00	£61.00	£64.00	4.92%	50	£ 150
Eradication (domestic premises) of insects	£57.25	£59.00	£62.00	5.08%	20	£ 60
Eradication (domestic premises) of rats/mice including re-visit	£73.33	£76.00	£80.00	5.26%	150	£ 600
Eradication (domestic premises) of moles	Individually priced and a quotation provided				0	£ -
Eradication (domestic premises) of fleas ¹ in up to 2 bedroom property. Additional bedroom fee £25.00 - quotation required for over 6 bedrooms and full house treatment	£67.00	£69.00	£72.00	4.35%	20	£ 60
Eradication (domestic premises) of bed bugs ¹ in up to 2 bedroom property. Additional bedroom fee £40.00 - quotation required for over 6 bedrooms and full house treatments	£105.00	£108.00	£113.00	4.63%	5	£ 25
Eradication (commercial premises non-farm) of wasps	£51.00	£53.00	£56.00	5.66%	15	£ 45
Eradication (commercial premises non-farm) of ants	£68.50	£71.00	£75.00	5.63%	15	£ 60
Eradication (commercial premises non-farm) of insects	£66.50	£68.00	£71.00	4.41%	15	£ 45
Eradication (commercial premises non-farm) of rats/mice ¹ including re-visit	£83.33	£86.00	£90.00	4.65%	9	£ 36
Eradication (commercial premises non-farm) of moles	Individually priced and a quotation provided				0	£ -
Eradication (commercial premises non-farm) of flees	Individually priced and a quotation provided				0	£ -
Eradication (commercial premises non-farm) of bed bugs	Individually priced and a quotation provided				0	£ -
Annual contracts for pest control for agricultural & commercial premises are costed individually						
Stray Dog Re-Claiming Fee	£100.00	£120.00	£120.00	0.00%	65	£ -
Animal Licensing						
Selling Animals as Pets	£374.00	£374.00	£393.00	5.08%	3	£ 57
Selling Animals as Pets - 3 year licence for renewals from 23/24 ³			£810.00			
Breeding of Animals- Dogs, Cats & Rabbits (1-3 years dependent on risk assessment)	£360.00	£360.00	£378.00	5.00%	6	£ 108
Breeding of Animals- Dogs, Cats & Rabbits - 3 years dependent on risk assessment for renewals ³			£780.00			
Venison Dealers (3 years)	£142.80	£147.00	£154.00	4.76%	1	£ 7
Riding Establishments (1 year) ²	£111.60	£120.00	£126.00	5.00%	21	£ 126
Dangerous Wild Animals (1 year) ²	£112.80	£116.00	£122.00	5.17%	0	£ -
Animal Boarding Establishments (1 year)	£189.60	£195.00	£205.00	5.13%	41	£ 410
Zoo (4 years)	£464.00	£478.00	£502.00	5.02%	1	£ 24
Animal Welfare Establishment	£280.00	£280.00	£294.00	5.00%	0	£ -
Animal Welfare Establishment 3 year licence for renewals based on risk assessment ³			£610.00			
Rehoming Animals (outwith an animal welfare establishment (25% discount applied for charities)	£337.00	£337.00	£354.00	5.04%	0	£ -
Rehoming Animals (outwith an animal welfare establishment (25% discount applied for charities)) - 3 year licence for renewals based on risk assessment criteria ³			£730.00			
Fish Levy (charge is per hour - minimum charge 1 hour)	£71.00	£73.00	£77.00	5.48%	0	£ -
Health Certificates						
<i>(charge is per hour - minimum charge 1 hour)</i>						
Export Health Certificates (Food)	£71.00	£73.00	£77.00	5.48%	800	£ 3,200
Export Health Certificates (Food) - outwith office hours	£106.00	£109.00	£114.00	4.59%	0	£ -
Additional Charges:						
Attestation	£71.00	£73.00	£77.00	5.48%	4	£ 16
Correction / Re-issue of a Certificate	£24.00	£25.00	£26.00	4.00%	2	£ 2
Copies of a Certificate	£24.00	£25.00	£26.00	4.00%	0	£ -
Charge for a Certificate issued at point of entry rather than the originating authority.	£85.00	£88.00	£92.00	4.55%	0	£ -
Request for Country / Region / Product specific Certificate where there is an absence of a DEFRA agreed format.	£93.00	£96.00	£101.00	5.21%	0	£ -
Public Health Funerals						
Recovery of funeral costs under section 50 of the National Assistance Act 1948	£217.00	£224.00	£235.00	4.91%	2	£ 22
Amenity and Pollution						
A 20% charge for the administration of carrying out works in default for notices served under the Environmental Protection Act 1990						
Abandoned Vehicles⁴						
Abandoned vehicle - uplift	£150.00	£150.00	£150.00	0.00%	10	£ -
Abandoned vehicle - storage - fee per 24 hour storage	£20.00	£20.00	£20.00	0.00%	10	£ -
Abandoned vehicle - disposal	£150.00	£150.00	£150.00	0.00%	10	£ -
Immigration Visa Property Inspections						
Visit / Inspection Fee	£ 77.50	£80.00	£84.00	5.00%	1	£ 4
Revisit Fee	£ 38.75	£40.00	£42.00	5.00%	1	£ 2
Issue of letter /report	£ 33.00	£34.00	£36.00	5.88%	1	£ 2
Private Water Supply						
Information enquiries - per hour per officer	£ 55.50	£57.00	£60.00	5.26%	20	£ 60
No access visit fee - per hour per officer	£ 55.50	£57.00	£60.00	5.26%	4	£ 12
Cancelled sample visit administrative fee - 50% of sample visit fee appropriate to supply classification (max. £42.00) ³			£42.00		4	£ -

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2021/22 Charge (excl. vat)	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Finance & Corporate Governance Environmental Health						

The Water intended for Human Consumption (Private Supplies) (Scotland) Regulations 2017

Regulated (Large/Commercial/Public Activity) Supplies

Initial supply sample visit fee ⁵ - per officer for single property (£60.00 per officer per property for multiple properties)	£77.50	£80.00	£84.00	5.00%	350	£ 1,400
Subsequent supply sample visit fee ⁵ - per hour per officer	£55.50	£57.00	£60.00	5.26%	800	£ 2,400
Supply sample failure notification and investigation fee ⁵ - per hour per officer	£55.50	£57.00	£60.00	5.26%	800	£ 2,400
Analysis of monitoring parameters ⁵	As per laboratory costs				0	£ -
Additional monitoring	As per laboratory costs				0	£ -
Laboratory sample transfer - per property sampled	£5.00	£5.00	£8.00	60.00%	1,000	£ 3,000
Risk assessment preparatory work ⁵ - per hour per officer	£55.50	£57.00	£60.00	5.26%	500	£ 1,500
Risk assessment site visit ⁵ - per hour per officer	£55.50	£57.00	£60.00	5.26%	300	£ 900
Risk assessment write up & issue of information ⁵ - per hour per officer	£55.50	£57.00	£60.00	5.26%	500	£ 1,500
Risk assessment review preparatory work - per hour per officer	£55.50	£57.00	£60.00	5.26%	200	£ 600
Risk assessment review failure investigation - per hour per officer	£55.50	£57.00	£60.00	5.26%	120	£ 360
Risk assessment review 5 yearly update or inadequacy - per hour per officer	£55.50	£57.00	£60.00	5.26%	120	£ 360

The Private Water Supplies (Scotland) Regulations 2006

Type B Supplies (2017 Regulations - Exempt Supplies)

Sample visit fee ⁵ - per single property (£50 per property for multiple properties)	£70.00	£70.00	£70.00	0.00%	60	£ -
Analysis of monitoring parameters ⁵	As per laboratory costs				60	£ -
Additional monitoring ⁵	As per laboratory costs				60	£ -
Risk assessment preparatory work ⁵	£70.00	£70.00	£70.00	0.00%	50	£ -
Risk assessment site visit & report ⁵ - per property or supply	£50.00	£50.00	£50.00	0.00%	50	£ -

Non Statutory

Mains Supplies (2017 Regulations - Exempt Supplies)

Sample visit fee - per hour per officer	£ 58.00	£60.00	£63.00	5.00%	5	£ 15
Sampling not achieved/no access visit fee ³ - per hour per officer			£63.00			
Analysis of monitoring parameters	As per laboratory costs				5	£ -

Trading Standards

Weights and Measures Act 1985

Weighing instruments

Not exceeding 15kg	£39.40	£41.00	£43.00	4.88%	2	£ 4
Exceeding 15kg to 100kg	£58.50	£60.00	£63.00	5.00%	2	£ 6
Exceeding 100kg to 250kg	£83.00	£85.00	£89.00	4.71%	1	£ 4

Fees for the purpose of Section 74(2) and (4) of the 1985 Act

The fee to be paid for the adjustment of any weight or measure in the course of a service provided pursuant to Section 74 of the Act, shall be the same as the amount prescribed as the fee for testing it (plus VAT)	£106.00	£109.00	£114.00	4.59%	5	£ 25
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Charge for the issue of a Calibration Certificate on the accuracy of any weight or measure	£32.00	£33.00	£35.00	6.06%	6	£ 12
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TOTAL	£20,984
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¹ Price may vary depending on the extent of the infestation and a quotation will be provided

² Wherever a veterinary inspection is required, the applicant will be required to pay the veterinary inspection fee.

³ New fee

⁴ Already at statutory max.

⁵ The hourly rate visit charges include travel time, time on site and all associated administrative time. Additionally, where sampling of a private water supply (PWS) is undertaken for risk assessment or grant purposes, until such time as updated guidance is provided by the Scottish Government (SG), the above charges will not be made where the provisions of SG PWS Information Letter 2/2014: Financial Implications - Reimbursement claims under Section 47 of the Local Government in Scotland Act 2003 ("PWS Information Letter 2/2014") are appropriate and can be applied.

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SCOTTISH BORDERS COUNCIL FEES & CHARGES	2021/22 Charge (excl. vat)	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Finance & Corporate Governance Civic Government						

Taxis etc.

Taxi/Private Hire Operator ¹	£669.00	£690.00	£711.00	3.04%	238	£ 1,666
Taxi/Private Hire Driver (1 year)	£96.00	£99.00	£102.00	3.03%	286	£ 858
Replacement Driver's Badge	£16.00	£17.00	£18.00	5.88%	0	£ -
Substitute Vehicle	£101.00	£104.00	£107.00	2.88%	10	£ 30
Change of Use from Taxi to Private Hire & Private Hire to Taxi Licence	£74.00	£76.00	£78.00	2.63%	0	£ -
Taxi Booking Office (3 years)	£243.00	£250.00	£258.00	3.20%	1	£ 8

Licensing of Short Term Lets

Secondary Letting (3 years) ²						
1-3 Occupants			£300.00		500	£ 56,667
4-6 Occupants			£335.00			
7+ Occupants			£385.00			
Home Sharing and Home Letting (3 years) ²						
1-3 Occupants			£275.00		500	£ 51,667
4-6 Occupants			£305.00			
7+ Occupants			£350.00			
Issue of Duplicate Licence ²			£36.00		0	£ -
Variation of Licence/Change in Circumstances ²			£75.00		0	£ -

Other Licensing:

Second Hand Dealers (3 years)	£207.00	£213.00	£224.00	5.16%	35	£ 385
Street Traders (3 years)	£232.00	£239.00	£251.00	5.02%	23	£ 276
Street Trader employee (duration of employers licence)	£68.00	£70.00	£74.00	5.71%	6	£ 24
Market Operators (3 years)	£288.00	£297.00	£312.00	5.05%	6	£ 90
Metal Dealers (3 years)	£266.00	£274.00	£288.00	5.11%	6	£ 84
Itinerant Metal Dealer (3 years)	£266.00	£274.00	£288.00	5.11%	12	£ 168
Indoor Sports Entertainment (3 years)	£174.00	£179.00	£188.00	5.03%	3	£ 27
Late Hours Catering (3 years)	£385.00	£397.00	£417.00	5.04%	11	£ 220
Sex Shops (3 years)	£690.00	£711.00	£747.00	5.06%	0	£ -
Knife Dealer (3 years)	£266.00	£274.00	£288.00	5.11%	1	£ 14
Skin Piercing and Tattooing (1 year Grant)	£207.00	£213.00	£224.00	5.16%	3	£ 33
Skin Piercing and Tattooing (3 Years renewal)	£207.00	£213.00	£224.00	5.16%	7	£ 77
Ear Piercing Only (1 year grant)	£135.00	£139.00	£146.00	5.04%	2	£ 14
Ear Piercing Only (3 years renewal)	£135.00	£139.00	£146.00	5.04%	3	£ 21

Public Entertainment:

Commercial (3 years)	£602.00	£620.00	£651.00	5.00%	3	£ 93
Commercial (1 year)	£203.00	£209.00	£219.00	4.78%	2	£ 20
Commercial Funfair (temporary):						
1-5 stalls	£55.00	£57.00	£60.00	5.26%	25	£ 75
6-20 stalls	£174.00	£179.00	£188.00	5.03%	6	£ 54
21 or more stalls	£345.00	£355.00	£373.00	5.07%	5	£ 90
Non-commercial (3 years)	£174.00	£179.00	£188.00	5.03%	60	£ 540
Non-commercial (1 year)	£60.00	£62.00	£65.00	4.84%	4	£ 12
Non-commercial (temporary)	£44.00	£45.00	£47.00	4.44%	60	£ 120
Other temporary licences	£88.00	£91.00	£96.00	5.49%	41	£ 205

General

Application for Material Change	£35.00	£36.00	£38.00	5.56%	0	£ -
Issue of Duplicate Licence	£34.00	£35.00	£37.00	5.71%	0	£ -
Certified true copy of entry in register	£34.00	£35.00	£37.00	5.71%	0	£ -

Miscellaneous Licensing:

Cinemas – Annual	£312.00	£321.00	£337.00	4.98%	2	£ 32
Residential Caravan Sites	£637.00	£656.00	£689.00	5.03%	0	£ -
Houses in Multiple Occupation (HMO) (3 years)	£608.00	£626.00	£657.00	4.95%	18	£ 558

Democratic Services

Property Clearance Certificates	£85.00	£88.00	£92.00	4.55%	5	£ 20
Street Naming	£165.00	£170.00	£179.00	5.29%	21	£ 189
Property Numbering	£81.00	£83.00	£87.00	4.82%	300	£ 1,200
Property Re-naming	£81.00	£83.00	£87.00	4.82%	5	£ 20

TOTAL £ 115,556

¹ Operators may pay in three annual instalments which may then be subject to approved increases.

² New fee

All fees & charges are quoted exclusive of VAT. Specific services are subject to VAT as required by HM Revenue and Customs. Therefore, where applicable, VAT will be charged in addition to the quoted fee or charge.