

APPENDIX 3 – Public Protection Partnership Fees and Charges 2017/18

Description		2016/17 Fee	2017/18 Proposed Fee	Notes (hrs of activity)	RBWM fees for Comparison
Prevention of Damage by Pests: Applies across both LA's			£ 53.00		Set by external provider
Pest site survey		£ -	£ 69	1.30	Set by external provider
Rat treatment		£ 60	£ 69	1.30	Set by external provider
Any other pest treatment	Visit		£ 69	1.30	Set by external provider
	per additional visit	£ 41	£ 53	1.00	Set by external provider
Animal Warden: Applies across both LA's		£ 53.00			N/A
Stray dog - not taken to kennel	Seizure Fee	£ 60.00	£ 60.00	External contract	N/A
Stray dog - taken to kennel	Seizure Fee	£ 85.00	£ 85.00	External contract	N/A
Kennel costs/vets fees	cost recovery			re-charge based on care of animal	N/A
Emergency/miscellaneous animal recovery activity	min 1hr			cost recovery model	N/A
Public Health (Control of Disease) Act 1984: applies across both authorities			£ 53.00		
Arrangements made for the disposal of bodies	cost recovery				

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Food and Nutrition: Applies across both LA's					
Level 2 Award in Nutrition		£ 74.00	£ 74.00	no change	
CIEH Level 1		£ 38.00	£ 38.00	no change	
CIEH Level 2		£ 75.00	£ 75.00	no change	
CIEH Level 3		£ 322.00	£ 322.00	no change	
Online Accredited Training - NEW				cost recovery model	
Food Export Certificates - NEW	min 1hr			cost recovery model	
Licencing					
Premises Licence – “one off” fees set by statute based upon rateable value (RV) of premises (Class B – Statutory Fee)					
Band A – RV up to 4300		£ 100.00	£ 100.00	Statutory -no increase.	Statutory
Band B – RV 4300 to 33000		£ 190.00	£ 190.00	Statutory -no increase.	Statutory
Band C – RV 33001 to 87000		£ 315.00	£ 315.00	Statutory -no increase.	Statutory
Band D – RV 87001 to 125000		£ 450.00	£ 450.00	Statutory -no increase.	Statutory
Band E – RV 125001 and above		£ 635.00	£ 635.00	Statutory -no increase.	Statutory
Pre-Application Advice, hrly charge	Min 1Hr		£ 50.00	NEW	
Band A		£ 70.00	£ 70.00	Statutory -no increase.	Statutory
Band B		£ 180.00	£ 180.00	Statutory -no increase.	Statutory
Band C		£	£	Statutory -no increase.	Statutory

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		295.00	295.00		
Band D		£ 320.00	£ 320.00	Statutory -no increase.	Statutory
Band E		£ 350.00	£ 350.00	Statutory -no increase.	Statutory
Personal Licence - (Class B – Statutory Fee)		£ 37.00	£ 37.00	Statutory -no increase.	Statutory
Temporary Event Notices (TEN's) - (Class B – Statutory Fee)		£ 21.00	£ 21.00	Statutory -no increase.	Statutory
Pre-Application Advice, hrly charge	Min 1Hr		£ 50.00	NEW	
Casinos (small)	New Application	£ 7,500.00	£ 7,500.00	no increase	£3000
	Annual Fee	£ 3,750.00	£ 3,750.00	no increase	£600
Bingo Clubs	New Application	£ 2,625.00	£ 2,625.00	no increase	£3000
	Annual Fee	£ 750.00	£ 750.00	no increase	£600
Betting Premises	New Application	£ 2,250.00	£ 2,250.00	no increase	£3000
	Annual Fee	£ 450.00	£ 450.00	no increase	£600
Tracks	New Application	£ 1,875.00	£ 1,875.00	no increase	£2500
	Annual Fee	£ 750.00	£ 750.00	no increase	£1000
Family Entertainment Centres	New Application	£ 1,500.00	£ 1,500.00	no increase	
	Annual Fee	£ 562.00	£ 562.00	no increase	
Adult Gaming Centres	New Application	£	£	no increase	£2000

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		1,500.00	1,500.00		
	Annual Fee	£ 750.00	£ 750.00	no increase	£1000
Lotteries and Amusements	New Application	£ 40.00	£ 40.00	Statutory -no increase.	Statutory
	Annual Fee	£ 20.00	£ 20.00	Statutory -no increase.	Statutory
Pre-Application Advice, hrly charge	Min 1Hr		£ 50.00	NEW	
	Cinema	min £3,000 to max £5,000	min £3,000 to max £5,000	no change - cost recovery model	
	Shop	min £3,000 to max £5,000	min £3,000 to max £5,000	no change - cost recovery model	
	Entertainment Venue	min £3,000 to max £5,000	min £3,000 to max £5,000	no change - cost recovery model	
Pre-Application Advice, hrly charge	Min 1Hr		£ 50.00	NEW	
Street Trading Consents – (Class A – Fee Discretionary) Hrly rate applies to both LA's				£ 53.00	
	Annual Fee	£ 1,200	£ 1,272	24.00	£3000
	6mth	£ 600.00	£ 742	14.00	N/A
	Mthly rate	£ 100.00	£ 212	4.00	N/A

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Refunds for Street Traders	If an application is withdrawn	£ 96.00	£ 106	2.00	N/A
Pre-Application Advice, hrly charge	Min 1Hr		53.00	NEW	
Skin Piercing Registrations – (Class A – Fee Discretionary) Hrly rate applies to both LA's				£ 53.00	
Individual		£ 122	£ 170	3.20	£190
Premises		£ 240.00	£ 265	5.00	
Joint Application		£ 384.00	£ 424	8.00	
Pre-Application Advice, hrly charge	Min 1Hr		£ 53.00	NEW cost recovery model - refer to officer guidance	
Animal Licences – (Class A – Fee Discretionary) Hrly rate applies to both LA's				£ 53.00	
Dog Breeding Establishments		£ 320.00	£ 371.00	7.00	£310
Animal Boarding Establishments		£ 352.00	£ 424.00	8.00	£310
Home Boarding		£ 352.00	£ 371.00	7.00	£310
Pet Shops		£ 352.00	£ 424.00	8.00	£310
Dangerous Animal Consent - 2yr licence	West Berks	£ 384.00	£ 424.00	8.00	£245
Zoo Licenses (new and renewals)	up to 6yrs	£ 1,892.00	£ 1,908.00	36.00	£393 + vet fees and officer time
Riding Establishments	1 to 5 Horses	£ 636.00	£ 530.00	10.00	£382
	Each additional 10	£	£	2.50	£109

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	Horses	188	132.50		
Performing Animals Registration		£ 83.00	£ 106.00	2.00	£109
Scrap Metal Dealers	3 years	£ 102.00	£ 169.60	3.20	£300
Pre-Application Advice, hrly charge	Min 1Hr		53.00	NEW	
Private Water Supplies (Statutory Maximums stated) Hrly Rate applies to both LA's				£ 53.00	
Risk Assessment		£ 500.00	£ 500.00	Minimum charge 1Hr, simple risk assessment and report typically 5 hours	Same methodology to PPP to cover cost
Sampling		£ 100.00	£ 100.00	Charge for a visit, taking a sample and delivering it to the laboratory. Typically 2.5 hours of officer time	Same methodology to PPP to cover cost
Investigation		£ 100.00	£ 100.00	Carried out in the event of a test failure, can be substituted by the risk assessment - this does not include any required analysis costs.	Same methodology to PPP to cover cost
Analysis - Regulation 10		£ 25.00	£ 25.00	Where a supply provides <10m ³ /day or serves <50 people and is used for domestic purposes - hrly rate applies	Same methodology to PPP to cover cost
Check Monitoring - Commercial and Public Supplies		£ 100.00	£ 100.00	Check monitoring is carried out to ensure the water complies with the standards - hrly rate applies	Same methodology to PPP to cover cost

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Audit Monitoring - Commercial and Public		£ 500.00	£ 500.00	Additional parameters sampled less often to ensure the water complies with all safety standards - Hrly rate applies	Same methodology to PPP to cover cost
Environmental Protection Act 1991b			£ -	Statutory - no increase	Statutory
Scheduled Processes - (Class B – Statutory Fee)			£ -	Statutory - no increase	Statutory
Private Sector Housing Hrly rate applies to both LA's				£53.00	
Inspection of Housing Premises for Immigration purposes (Class A – Fee Discretionary)		£ 306.00	£ 371	7.00	
Enforcement Notices served under Housing Act 2004	min 2hrs hrly rate applies thereafter		£ 106	NEW cost recovery model - refer to officer guidance	Same methodology to PPP to cover cost plus £15% admin
HMO Licence		£ 850.00	£ 1,113	21.00	£700 plus £25 each additional room over 5 rooms
HMO Licence RENEWAL		£ 462.00	£ 742	14.00	£357
Caravan Site Licence Annual Licence (Option 2 of DCLG Guide for Charging)	1-5 pitches	£ 116.00	£ 225	4.25	DCLG Guide for Charging)
	6-24 pitches	£ 174.00	£ 225	4.25	DCLG Guide for Charging)
	25-99 pitches	£ 232.00	£ 318	6.00	DCLG Guide for Charging)
	100-199 pitches	£ 290.00	£ 371	7.00	DCLG Guide for Charging)

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	200+	£ 348.00	£ 477	9.00	DCLG Guide for Charging)
Variation or Transfer		£ 58.00	£ 106	2.00	
Environmental Info Individual, Non Commercial		£ 64.00	£ 106	cost recovery model	
Commercial and Government		£ 64.00	£ 106	cost recovery model	
Civil Actions (Class A – Fee Discretionary)		£ 64.00	£ 106	cost recovery model	
Safety Certification and administration		£ 64.00	£ 106	cost recovery model	
General Business Advice (non-primary authority)	free for first 2 hrs			NEW cost recovery model - refer to officer guidance	
Requests for Advice				NEW cost recovery model - refer to officer guidance	
Primary Authority Advice				NEW cost recovery model - refer to officer guidance	
Taxi Licenses – (Class A – Fee Discretionary) - Hourly rate applies on cost recovery			£53		
Vehicle – New		£ 157.00	£ 185.50	3.50	£265
Vehicle – Renewal of Licence		£ 157.00	£ 185.50	3.50	£100
Replacement Plate		£ 38.00	£ 26.50	0.50	£10
Backing Plate		£ 23.00	£ 26.50	0.50	
Transfer of Ownership		£ 105.00	£ 106.00	2.00	£160
Temporary Vehicle		£ 157.00	£ 159.00	3.00	

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Driver	West Berks 3Yrs	£ 251.00	£ 318.00	6.00	
Replacement Badge		£ 38.00	£ 53.00	1.00	£37
Replacement Licence		£ 38.00	£ 53.00	1.00	
HC Knowledge Test (per test)		£ 69.00	£ 106.00	2.00	£16
Legal test		£ 16.00	£ 26.50	0.50	£16
Dual Driver Street		£ 35.00	£ 53.00	1.00	£16
Highway Code		£ 16.00	£ 26.50	0.50	£16
Missed Appointments		£ 34.00	£ 53.00	1.00	
Disclosure and Barring Service Check (DBS)		£ 60.00	£ 79.50	1.50	
<i>Change of Address (PH & HC)</i>		£ 13.00	£ 26.50	0.50	£37
Pre-Application Advice, hrly charge	min 1 hr		£ 53.00	NEW - refer to officer guidance	
Private Hire Vehicles including School Community Services for Wokingham – (Class A – Fee Discretionary)					
Operator – New and renewal	1-4 vehicles (NEW 5Yr)	£ 528.00	£ 583.00	11.00	£265
	5-9 vehicles (NEW 5yr)	£ 846.00	£ 901.00	17.00	£420
	9+ vehicles (NEW 5yr)	£ 1,317.00	£ 1,219.00	23.00	£790-£1420
Vehicle – New		£ 148.00	£ 159.00	3.00	£255

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Temporary Vehicle monthly issue up to 3 months maximum		£ 148.00	£ 159.00	3.00	
Vehicle – Renewal		£ 148.00	£ 159.00	3.00	
Replacement Plate		£ 38.00	£ 26.50	0.50	£37
Transfer of Ownership		£ 105.00	£ 106.00	2.00	£160
Driver – 3 year Licence (NEW)		£ 251.00	£ 265.00	5.00	
Driver - 3 Yr Licence Renewal (NEW)		£ 251.00	£ 265.00	5.00	£100 per year
Replacement Badge		£ 38.00	£ 53.00	1.00	£37
Replacement Licence		£ 38.00	£ 53.00	1.00	£10
Replacement Vehicle Plate		£ 28.00	£ 53.00	1.00	£37
Replacement Backing Plate		£ 23.00	£ 53.00	1.00	£37
PH Knowledge Test (per test)		£ 69.00	£ 106.00	2.00	£16
WOK only- Legal test		£ 16.00	£ 26.50	0.50	
WOK only - PH Street		£ 23.00	£ 26.50	0.50	£16
WOK only - Highway Code		£ 23.00	£ 26.50	0.50	£16
Missed Appointments		£ 34.00	£ 53.00	1.00	
Disclosure and Barring Service (DBS)		£ 60.00	£ 79.50	1.50	

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Pre-Application Advice, hrly charge	min 1 hr		£ 50.00	NEW for all - policy to follow	
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*Note – The RBWM comparisons are based on the categories in the annual fees and charges that differ from the PPP categories and are based on the best match identified.

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