

Description		2017/18		2018/19 Proposed		Notes
Environmental Protection						
Prevention of Damage by Pests						
Pest Site survey		£69.00		£71.00	3%	
Rat treatment		£69.00		£71.00	3%	
Any other Pest treatment		Visit	£69.00	£71.00	3%	
		Per additional visit	£53.00	£55.00	4%	
Dog Warden Services:						
Stray Dogs - Not taken to Kennel		£60.00		£62.00	3%	
Stray Dogs - Taken to Kennel		£85.00		£88.00	4%	
Kennels Cost		Recharge based on cost				
Trading Standards						
Weights and Measures Fees (per hour)		£59.50		£61.00	3%	
Explosives Licenses / Registrations - set by statute						Set by statute
Support with Confidence:						
Individual Supplier / 1-5 employees		£56.60		£58.00	2%	All disbursements charged at cost
Businesses 5-20 employees		£112.90		£116.00	3%	As above except fee reduced to £50 if registered with confidence
Businesses >20 employees		£282.30		£291.00	3%	As above except fee reduced to £50 if registered with confidence
Approved Trader Scheme Background Checks		£50.00		£52.00	4%	
Petroleum Licensing Fees - set by statute						Set by statute
Food and Nutrition Training:						
Level 2 Award in Nutrition		£74.00		£76.00	3%	
Food Hygiene Training:						
CIEH Level 1		£38.00		£39.00	3%	
CIEH Level 2		£75.00		£77.00	3%	
CIEH Level 3		£322.00		£332.00	3%	
Online Accredited Training		Full cost Recovered		Full cost Recovered		
Food Export Certificates		Full cost Recovered		Full cost Recovered		
Anti-Social Behaviour Act:						
High Hedges Fee (Class A – Fee Discretionary)		£1,113.00		£1,146.00	3%	
Licences, Registrations and Similar Consents:						

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<i>Licensing Act 2003:</i>					
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	0%	Statutory -no increase.
Band B – RV 4300 to 33000		£190.00	£190.00	0%	Statutory -no increase.
Band C – RV 33001 to 87000		£315.00	£315.00	0%	Statutory -no increase.
Band D – RV 87001 to 125000		£450.00	£450.00	0%	Statutory -no increase.
Band E – RV 125001 and above		£635.00	£635.00	0%	Statutory -no increase.
Pre-Application Advice, Hourly charge	Min 1 Hr	£53.00	£55.00	4%	New 17/18
Premises Licence – Annual Fee (Class B – Statutory Fee)					
Band A		£70.00	£70.00	0%	Statutory -no increase.
Band B		£180.00	£180.00	0%	Statutory -no increase.
Band C		£295.00	£295.00	0%	Statutory -no increase.
Band D		£320.00	£320.00	0%	Statutory -no increase.
Band E		£350.00	£350.00	0%	Statutory -no increase.
Personal Licence - (Class B – Statutory Fee)					
Temporary Event Notices (TEN's) - (Class B – Statutory Fee)		£21.00	£21.00	0%	Statutory -no increase.
Application for copy licence, change address or club rules		£10.50	£10.50	0%	Statutory -no increase.
Application to vary DPS/transfer licence/interim notice		£23.00	£23.00	0%	Statutory -no increase.
Application for making a provisional statement		£315.00	£315.00	0%	Statutory -no increase.
Minor variation		£89.00	£89.00	0%	Statutory -no increase.
Application to disapply mandatory DPS condition		£23.00	£23.00	0%	Statutory -no increase.
Pre-Application Advice, hrly charge	Min 1 Hr	£53.00	£55.00	4%	New 17/18
Gambling Licenses					
Separate listing for Wokingham					
Casinos (small)	New Application	£6,000.00	£6,000.00	0%	Set at 75% of Statutory Maximum -no increase.
	Provisional Statement	£6,000.00	£6,000.00	0%	Set at 75% of Statutory Maximum
	Application with Prov Statement	£2,250.00	£2,250.00	0%	Set at 75% of Statutory Maximum
	Variation	£3,000.00	£3,000.00	0%	Set at 75% of Statutory Maximum
	Transfer/Reinstatement	£1,350.00	£1,350.00	0%	Set at 75% of Statutory Maximum
	Annual Fee	£3,750.00	£3,750.00	0%	Set at 75% of Statutory Maximum -no increase.
Bingo Clubs	New Application	£2,625.00	£2,625.00	0%	Set at 75% of Statutory Maximum -no increase.
	Provisional Statement	£2,625.00	£2,625.00	0%	Set at 75% of Statutory Maximum
	Application with Prov Statement	£900.00	£900.00	0%	Set at 75% of Statutory Maximum
	Variation	£1,312.50	£1,312.50	0%	Set at 75% of Statutory Maximum
	Transfer/Reinstatement	£900.00	£900.00	0%	Set at 75% of Statutory Maximum
	Annual Fee	£750.00	£750.00	0%	Set at 75% of Statutory Maximum -no increase.
Betting Premises	New Application	£2,250.00	£2,250.00	0%	Set at 75% of Statutory Maximum -no increase.
	Provisional Statement	£2,250.00	£2,250.00	0%	Set at 75% of Statutory Maximum
	Application with Prov Statement	£900.00	£900.00	0%	Set at 75% of Statutory Maximum
	Variation	£1,125.00	£1,125.00	0%	Set at 75% of Statutory Maximum
	Transfer/Reinstatement	£900.00	£900.00	0%	Set at 75% of Statutory Maximum
	Annual Fee	£450.00	£450.00	0%	Set at 75% of Statutory Maximum -no increase.
	New Application	£1,875.00	£1,875.00	0%	Set at 75% of Statutory maximum -no increase.
	Provisional Statement	£1,875.00	£1,875.00	0%	Set at 75% of Statutory Maximum

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Tracks	Application with Prov Statement	£712.50		£712.50	0%	Set at 75% of Statutory Maximum
	Variation	£937.50		£937.50	0%	Set at 75% of Statutory Maximum
	Transfer/Reinstatement	£712.50		£712.50	0%	Set at 75% of Statutory Maximum
	Annual Fee	£750.00		£750.00	0%	Set at 75% of Statutory Maximum -no increase.
Family Entertainment Centres	New Application	£1,500.00		£1,500.00	0%	Set at 75% of Statutory Maximum -no increase.
	Provisional Statement	£1,500.00		£1,500.00	0%	Set at 75% of Statutory Maximum
	Application with Prov Statement	£712.50		£712.50	0%	Set at 75% of Statutory Maximum
	Variation	£750.00		£750.00	0%	Set at 75% of Statutory Maximum
	Transfer/Reinstatement	£712.50		£712.50	0%	Set at 75% of Statutory Maximum
Adult Gaming Centres	Annual Fee	£562.00		£562.00	0%	Set at 75% of Statutory Maximum -no increase.
	New Application	£1,500.00		£1,500.00	0%	Set at 75% of Statutory Maximum -no increase.
	Provisional Statement	£1,500.00		£1,500.00	0%	Set at 75% of Statutory Maximum
	Application with Prov Statement	£900.00		£900.00	0%	Set at 75% of Statutory Maximum
	Variation	£750.00		£750.00	0%	Set at 75% of Statutory Maximum
	Transfer/Reinstatement	£900.00		£900.00	0%	Set at 75% of Statutory Maximum
Lotteries and Amusements	Annual Fee	£750.00		£750.00	0%	Set at 75% of Statutory Maximum -no increase.
	New Application	£40.00		£40.00	0%	Statutory -no increase.
All Licences	Annual Fee	£20.00		£20.00	0%	Statutory -no increase.
	Notification of change	£37.50		£37.50	0%	Set at 75% of Statutory Maximum
	Copy of Licence	£18.75		£18.75	0%	Set at 75% of Statutory Maximum
Pre-Application Advice, hrly charge	Min 1 Hr	£53.00		£55.00	4%	New 2017/18
Club Gaming or Machine Permit						
Club Gaming or Machine Permit	New Application	£200.00		£200.00	0%	Statutory-no increase
Club Gaming or Machine Permit	Existing holder	£100.00		£100.00	0%	Statutory-no increase
Club Gaming or Machine Permit(holds a Club Premises Certificate under Licensing Act 2003)	New Application	£100.00		£100.00	0%	Statutory-no increase
Club Gaming or Machine Permit	Renewal	£200.00		£200.00	0%	Statutory-no increase
Club Gaming or Machine Permit(holds a Club Premises Certificate under Licensing Act 2003)	Renewal	£100.00		£100.00	0%	Statutory-no increase
Club Gaming or Machine Permit	Annual Fee	£50.00		£50.00	0%	Statutory-no increase
Club Gaming or Machine Permit	Variation	£100.00		£100.00	0%	Statutory-no increase
Club Gaming or Machine Permit	Copy of Licence	£15.00		£15.00	0%	Statutory-no increase
Licensed Premises Notifications						
To make available up to 2 gaming machines on premises which hold on-premises alcohol licence	notification of intention	£50.00		£50.00	0%	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on premises alcohol licence	Application (existing holder)	£100.00		£100.00	0%	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on premises alcohol licence	New Application	£150.00		£150.00	0%	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on premises alcohol licence	Annual Fee	£50.00		£50.00	0%	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on premises alcohol licence, payable within 30 days of date permit takes effect	First Annual fee	£50.00		£50.00	0%	Statutory-no increase

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Gaming Machine Permit (more than 2 machines) on premises which hold on premises alcohol licence	Variation	£100.00		£100.00	0%	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on premises alcohol licence	Transfer	£25.00		£25.00	0%	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on premises alcohol licence	Change of Name	£25.00		£25.00	0%	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on premises alcohol licence	Copy of Permit	£15.00		£15.00	0%	Statutory-no increase
Pre-Application Advice, hrly charge	Min 1Hr	£53.00		£55.00	4%	New 2017/18
Sex Establishments – (Class A – Fee Discretionary)						
	Cinema	min £3,000 to max £5000		min £3,100 to max £5150		No change
	Shop	min £3,000 to max £5000		min £3,100 to max £5150		No change
	Entertainment Venue	£3,000 to max £5000		min £3,100 to max £5150		No change
Pre-Application Advice, hrly charge	Min 1 Hr	£53.00		£55.00	4%	
Street Trading Consents – (Class A – Fee Discretionary)						
	Annual Fee	£1,272.00		£1,310.00	3%	Reviewed to cost recovery model
	6 month	£742.00		£765.00	3%	Reviewed to cost recovery model
	Monthly Rate	£212.00		£218.00	3%	1/12th annual fee based on cost recovery model
Refund for Street Traders	If application withdrawn	£106.00		£110.00	4%	
Pre-Application Advice, hrly charge	Min 1 Hr	£53.00		£55.00	4%	
Skin Piercing Registrations (one off registration) – (Class A – Fee Discretionary)						
Individual		£170.00		£175.00	3%	Cost recovery
Premises		£265.00		£273.00	3%	Cost recovery
Joint Application		£424.00		£437.00	3%	Cost recovery
Pre-Application Advice, hrly charge	Min 1 Hr	£53.00		£55.00	4%	New cost recovery model - refer to office guidance
Animal Licences – (Class A – Fee Discretionary) * +vet fee where applicable						
Dog Breeding Establishments *		£371.00		£382.00	3%	Cost recovery
Animal Boarding Establishments*		£424.00		£437.00	3%	Cost recovery
Home Boarding - New*		£371.00		£275.00	-26%	New revised fee
Home Boarding - Renewal *				£192.00		New revised fee
Pet Shops*		£424.00		£437.00	3%	
Dangerous Wild Animal Consent - 2 yr licence*	West Berks	£424.00		£437.00	3%	Based on cost recovery
Zoo Licenses (new abd renewals)	Up to 6 Years	£1,908.00		£1,965.00	3%	
Riding Establishments *	1 to 5 Horses	£530.00		£546.00	3%	
	Each additional 10 horses	£132.50		£136.00	3%	Based on cost recovery
Performing Animals Registration		£106.00		£109.00	3%	
Scrap Metal Site New						
Scrap Metal Mobile Collector	3 Years	£169.60		£476.00	181%	New
Scrap Metal -Variation of Licence	3 Years	£169.60		£254.00	50%	previously only scrap metal dealer - mirror Bracknell fees?
Scrap Metal -Variation of Licence				£350.00		

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Scrap Metal-Change of Site Manager				£65.00		
Scrap Metal- copy of licence				£11.00		
Scrap Matal- Change of Name				£34.00		
Pre-Application Advice, hrly charge		£53.00		£55.00	4%	
Private Water Supplies (Statutory Maximums stated) Hrly Rate £34						
Risk Assessment		£500.00		£515.00	3%	Minimum charge 1 Hr, simple risk assessment and report typically 5 hours
Sampling		£100.00		£103.00	3%	Charge for a visit, taking a sample and delivering it to the laboratory. Typically 2.5 hours of officer time
Investigation		£100.00		£103.00	3%	Carried out in the event of a test failure, can be substituted by the risk assessment - this does not include any required analysis costs.
Analysis - Regulation 10		£25.00		£26.00	4%	Where a supply provides <10m ³ /day or serves <50 people and is used for domestic purposes - hrly rate applies
Check Monitoring - Commercial and Public Supplies		£100.00		£103.00	3%	Check monitoring is carried out to ensure the water complies with the standards - hrly rate applies
Audit Monitoring - Commercial and Public		£500.00		£515.00	3%	Additional parameters sampled less often to ensure the water complies with all safety standards - Hrly rate applies
Environmental Protection Act 1991b						Statutory - no increase
Scheduled Processes - (Class B – Statutory Fee)						Statutory - no increase
Private Sector Housing						
Inspection of Housing Premises for Immigration purposes (Class A – Fee Discretionary)		£371.00		£382.00	3%	Hourly rate applies to both LAs
Enforcement Notices served under Housing Act 2004		£106.00		£110.00	4%	NEW cost recovery model - refer to officer guidance
HMO Licence NEW - assisted application		£1,113.00		£1,145.00	3%	
HMO Licence RENEWAL		£742.00		£765.00	3%	
Caravan Site Licence annual Licence (Option 2 of DCLG Guide for Charging)	1-5 Pitches	£225.00		£233.00	4%	
	6-24 Pitches	£225.00		£230.00	2%	
	25-99 Pitches	£318.00		£330.00	4%	

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	100-199 Pitches	£371.00		£380.00	2%	
	200+	£477.00		£490.00	3%	
Variation or Transfer		£106.00		£110.00	4%	
Other Fees for Information						Hourly rate applies for both LAs minimum two charge (Class A - Fee Discretionary)
Environmental Info Individual, Non Commercial		£106.00		£110.00	4%	Cost recovery model
Commercial and Government		£106.00		£110.00	4%	Cost recovery model
Civil Actions (Class A – Fee Discretionary)		£106.00		£110.00	4%	Cost recovery model
Safety Certification and administration		£106.00		£110.00	4%	Cost recovery model
Resident and Business Advice						Hourly rate applies for both LAs minimum two charge (Class A - Fee Discretionary)
General Business Advice (non-primary authority)	free for first 30 minutes			£55per hour		New cost recovery model - refer to officer guidance
Request for Advice				£55 per hour		New cost recovery model - refer to officer guidance
Primary Authority Advice				£55 per hour		New cost recovery model - refer to officer guidance
Taxi Licenses – (Class A – Fee Discretionary)						
Vehicle – New		£157.00		£161.00	3%	cost recovery plus backing plate fee as appropriate
Vehicle – Renewal of Licence		£157.00		£161.00	3%	cost recovery
Replacement Plate		£38.00		£39.00	3%	cost recovery
Backing Plate		£23.00		£24.00	4%	cost recovery
Transfer of Ownership		£105.00		£108.00	3%	cost recovery
Temporary Vehicle		£157.00		£162.00	3%	cost recovery
Driver – 3 year Licence		£251.00		£258.00	3%	cost recovery
Replacement Badge		£38.00		£39.00	3%	cost recovery
Replacement Licence		£38.00		£39.00	3%	cost recovery
HC Knowledge Test (per test)		£69.00		£71.00	3%	cost recovery
Missed Appointments		£34.00		£35.00	3%	cost recovery
Disclosure and Barring Service Check (DBS)		£60.00		£65.00	8%	statutory fee/cost recovery
Change of Address (PH & HC)		£13.00		£14.00	8%	cost recovery
Pre-Application Advice, hourly charge	Min 1 Hr	£53.00		£55.00	4%	New. Refer to officer guidance
Private Hire Vehicles including School and Community Services for Wokingham – (Class A – Fee Discretionary)						
Operator – New and renewal	1-4 Vehicles (New 5 Yr)	£528.00		£545.00	3%	cost recovery
	5-9 vehicles (New 5 Yr)	£846.00		£870.00	3%	cost recovery
	9+ vehicles (New 5 Yr)	£1,317.00		£1,356.00	3%	cost recovery
Vehicle – New		£148.00		£152.00	3%	cost recovery plus backing plate fee as appropriate
Temporary Vehicle monthly issue up to 3 months maximum		£148.00		£152.00	3%	cost recovery
Vehicle – Renewal		£148.00		£152.00	3%	cost recovery
Vehicle with Dispensation				£207.00		new- cost recovery process of checking records add 1hr time
Replacement Plate		£38.00		£39.00	3%	cost recovery
Transfer of Ownership		£105.00		£108.00	3%	cost recovery
Driver – 3 year Licence		£251.00		£258.00	3%	cost recovery

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Replacement Badge		£38.00		£39.00	3%	cost recovery
Replacement Licence		£38.00		£39.00	3%	cost recovery
Replacement Vehicle Plate		£38.00		£39.00	3%	cost recovery
Replacement Licence		£38.00		£39.00	3%	cost recovery
PH Knowledge Test (per test)		£69.00		£71.00	3%	cost recovery
Missed Appointments		£34.00		£35.00	3%	cost recovery
Disclosure and Barring Service (DBS)		£60.00		£65.00	8%	statutory fee/cost recovery
Advertising on a Hackney Carriage (Wokingham)		£50.00		£52.00	4%	cost recovery
Disability Awareness Training Course		£30.00		£31.00	3%	consider new external provider fee applied
Safeguarding Training				£30.00		new for 2018 charge to be confirmed external provider fee applied
Pre-Application Advice, hourly charge	Min 1 Hr	£53.00		£55.00	4%	New for all. Policy to follow

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