

APPENDIX

SHARED REGULATORY SERVICES PROPOSED CHARGES 2018/19

Part One – Fees set by the SRS Joint Committee

Animal related licensing – proposed fees 18-19

	Proposed Bridgend and Vale fee	Notes	Proposed Cardiff fee	Notes
Riding Establishments	£273.00	Plus full Veterinary costs	£470.00	Inclusive of vet fee
Dangerous Wild Animals (2yr Licence)	£396.00	Inclusive of one Veterinary inspection, but any other Veterinary costs are payable in full	£480.00	Inclusive of vet fee
Animal Boarding Establishment	£202.00	Plus full Veterinary costs if incurred	£287.00	Inclusive of vet fee
Animal Boarding Establishment (Home Boarding)	£122.00	Plus full Veterinary costs if incurred	£102.00 (2 animals)	Plus full Veterinary costs if incurred
Dog Breeding Establishment	£202.00	Plus full Veterinary costs if incurred	£308.00	Inclusive of vet fee
Pet Shops	£202.00	Plus full Veterinary costs if incurred	£356.00	Inclusive of vet fee
Performing Animals	£107.00	Plus full Veterinary costs	£46	Plus full Veterinary costs
Zoo	£1036.00	Plus full Veterinary costs	£1030	Plus full Veterinary costs

Dog Warden Services

	Proposed fee 2018-19	Notes
Dog Collection Fee	£42.00	Plus any kennelling and veterinary charges incurred

PEST CONTROL – Vale of Glamorgan only

Domestic Premises

	Proposed 2018-19 Charges	
	Standard Charge	Benefit Recipients
Rats (Outside)	£44.00	£22.00
Rats/ Mice (Inside) Bedbugs, Cockroaches	£21.00	£10.50
Rats (6 month Domestic Contract)	£89.00	N/A
Rats (6 month contract as addition to initial treatment)	£78.00	N/A
Wasps (Treatment & Removal of Nest)	£67.00	£33.50
Wasps (Treatment Only)	£48.00	£24.00
Flies (cluster flies)	£67.00	£33.50
Other Nuisance Pests (Spray Treatment) Fleas, Carpet beetles etc.) Single Floor	£67.00	£33.50
Whole House (up to 3 bedrooms)	£99.00	£49.50
Whole House (4/5 bedrooms)	£132.00	£66.00
Whole House (6/7 bedrooms)	£164.00	£82.00
Whole House as above + (each additional 2 bedrooms)	£33.00	£16.50
Advice and installation of Flea Trap	£32.00	£31.50
Call out charge for aborted call	£27.00	£13.50

Commercial Premises

Rats, Mice	Proposed 2018-19 charges
(First hour/part thereof)	£57.00
(Half hourly increments)	£29.00
Contract Price (6 month minimum) per hour	£41.00
Insect Spray Treatment - Consult officer for estimate of treatment (prices vary according to premises size)	

*A 25% reduction in commercial charges will be made for Registered Charities

*Internal Recharges will apply for other Council Departments

Requests for Information and Services

	Proposed 2018-19 Charges	Notes
Request for information on Contaminated Land	£156	Plus hourly rate for complex, detailed requests large areas of land
Request for Petroleum file information	£108.00 Commercial £75 Non Commercial	Harmonised to reflect VOG practice of distinguishing between origin of request
Request for Noise Attenuation Tests (other than as part of a statutory nuisance investigation)	£55 per hour	Full costs based on officer time and overheads
Request from Solicitors or other bodies for information in the preparation of civil cases	£55 per hour	Full costs based on officer time and overheads
Request for the inspection of houses to ascertain accommodation suitability, fitness etc.	£55 per hour	Full costs based on officer time and overheads

Note: The Service also undertakes Works in Default for breach of section 80, noise abatement notices (e.g. deactivating property alarms and vehicle alarms). These charges vary according to circumstances.

Primary Authority and Bespoke Business Advice

	Proposed Charges 2018-19	Notes
Primary Authority Partnerships – hourly rate	£55 per hour	Full costs based on hourly rate and overheads.
Bespoke business advice	£55 per hour	Full costs based on hourly rate and overheads.
Bespoke training for businesses / staff update sessions	POA- cost dependant on nature of training and size of group	

Food Safety

	Proposed fee 2018-19	
Issue of a Food Export Certificate (also known as a 'Health Certificate')	£55.00	For food businesses wishing to export foodstuffs outside the EU

Port Health - Freshwater Analysis

Type of sample	Analysis	Number of Sampling points	Proposed Sample Cost 2018-19	Labour Cost (per visit)* 2018-19
Drinking Water	Aerobic Colony Counts, E.coli & Coliforms	2	£23.00	£55.00
Legionella	Legionella sp	2	£56.00	£55.00
Chemical analysis	Various physio/chemical parameters	1	£136.00	£55.00

**Labour cost not applied if ship already being visited.
Extra charges may be added for exceptional costs such as launch hire*

Approval of venues for marriage and civil partnerships

	Proposed fee 2018 -19
Application fee for the approval of a venue for marriage and civil partnership	£1038.00

Scrap Metal Dealer Licensing

	Proposed fees 2018 -19
Scrap Metal Dealer Site Licence	£355.00
Renewal of SMD Site Licence	£355.00
SMD Site Licence Variation	£177.00
Scrap Metal Dealer Collector Licence	£175.00
Renewal of SMD Collector Licence	£159.00
Scrap Metal Dealer Licence Variation	£177.00
Scrap Metal Dealer Copy Licence	£14.50

Housing Act 2004, Part 1

	Proposed fee 2018 - 19
HMO Licence Grant (5 year licence)	£630.00
HMO Licence renewal (5 year licence)	£520.00

Mobile Home Parks - Charges for Site Licence and Enforcement – proposed fees 2018-19

	Small Site (1-10 Homes)	Medium Site (11- 49)	Large Site (+50)	Fee per pitch inspection	Enforcement
New Site	£607.00	£632.00	£670.00	£5.50	
Existing Site /Renewal	£512.00	£512.00	£512.00	£5.50	
Vary Licence Condition	£283.00	£283.00	£283.00		
Lodging Rules	£67.00	£67.00	£67.00		
Replacement licence	£6.60 plus postage	£6.60 plus postage	£6.60 plus postage		
Fixed penalty notice					£76.00
Compliance Notice					£152.00

Radon Monitoring

Carried out a rate of £19 per radon monitor, plus £55 an hour to cover officer time and overheads

Soil Sampling

Analysis	Charge
Basic Chemical Analysis Suite, comprising of Heavy Metals/pH (up to 10), Asbestos screen, PAH (EPA 16) and Basic TPH	£53 plus officer time at £55 per hour
Any additional testing requirements	Will vary, based on specific quotations provided by the approved laboratory

Part Two – Fees set externally

WEIGHTS AND MEASURES FEES 2018-19 (Set by the Glamorgan Group Joint Notified Body)

Activity	Net Cost	Fee Subject to addition of VAT
A. Measuring Instruments Directive		
In order to reflect additional costs associated with examination, testing and documentation, and maintenance of MID notified body status, certain classes of instrument covered by MID should be subject to additional charges, as follows:		
<ul style="list-style-type: none"> Automatic discontinuous totalisers, automatic rail weighbridges, automatic catchweighers, automatic gravimetric filling instruments and beltweighers Cold water meters 	No extra charge	Yes
<ul style="list-style-type: none"> Measuring instruments for liquid fuel and lubricants Measuring instruments for liquid fuel delivered from road tankers 	10% surcharge	Yes
<ul style="list-style-type: none"> Capacity serving measures Material measures of length 	25% surcharge	Yes
Note: Fees increase for initial MID conformity assessment, but not subsequent re-verification.		

Activity	Net Cost 2018-19	Fee Subject to addition of VAT
B. Special Weighing and Measuring Equipment		
Examining, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment at the place where the service is provided. Such types of equipment, specifically excluded from tables (C) to (I) below, include: Automatic or totalising weighing machines <ol style="list-style-type: none"> Equipment designed to weigh loads in motion Bulk fuel measuring equipment tested following a Regulation 65 or 66 occurrence under the 1983 Regulations or Regulation 23 to 24 occurrence under the 1988 Regulations Weighing or measuring equipment tested by means of statistical sampling The establishment of calibration curves from templates 	£85.56 per hour	Yes, unless <ol style="list-style-type: none"> Under the Measuring Instruments (EEC Requirements) Regulations 1988 In pursuance of a Community obligation other than under (1)

5. Templates graduated in millilitres		
6. Testing or other services in pursuance of a Community obligation other than EC initial or partial verification		
C. Weights		
Weights Full hourly rate for first hour thereafter £42.55ph	£85.56 per hour (N.B. discount)	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
D. Measures		
Linear measures not exceeding 3m, for each scale	£10.65 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Capacity measures, without divisions, not exceeding 1 litre	£7.97 each	Yes
Cubic ballast measures (other than brim measures)	£188.39 each	Yes
Liquid capacity measures for making up and checking AQ packages	£29.78 each	Yes
Templates		
Per scale - first item	£51.78 each	Yes
Second and subsequent items	£19.59 each	Yes
E. Weighing Instruments		
Non-NAWI (Non-EC)		
Not exceeding 1 tonne	£67.63 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Exceeding 1 tonne to 10 tonne	£109.55 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Exceeding 10 tonnes	£228.79 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Certification of Weighbridge Operators	£85.56 per hour	No VAT. Minimum charge of half an hour.

NAWI (EC)		
Not exceeding 1 tonne	£112.56 each	Yes
Exceeding 1 tonne to 10 tonne	£174.21 each	Yes
Exceeding 10 tonnes	£381.36 each	Yes
When testing instruments incorporating remote display or printing facilities, and where completion of the test requires a second person or a second series of tests by the same person, an additional fee may be charged	50% Surcharge	Yes
Note: When supplying specialist equipment (including but not limited to weighbridge test unit, van and test weights, etc) an additional fee may be charged hourly, daily or per appointment, according to circumstance		
F. Measuring Instruments for Intoxicating Liquor		
Not exceeding 150ml	£18.55 each	Yes
Other	£21.45 each	Yes
G. Measuring Instruments for Liquid Fuel and Lubricants		
Container type (not subdivided)	£77.75 each	Yes
Single/multi-outlets (nozzles) a) First nozzle tested, per site b) Each additional nozzle tested	£126.83 each £77.91 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Testing of peripheral electronic equipment on a separate visit (per site)	£85.56 per hour	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Testing of credit card acceptor (per unit, regardless of no. of slots/nozzles/pumps)	£85.56 per hour	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
H. Road Tanker Fuel Measuring Equipment (Above 100 Litres)		
1. Meter measuring systems		
Wet hose with two testing liquids	£272.22 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988

Wet hose with three testing liquids	£317.59 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Dry hose with two testing liquids	£302.43 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Dry hose with three testing liquids	£347.98 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Wet/dry hose with two testing liquids	£423.43 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
Wet/dry hose with three testing liquids	£452.66 each	Yes, unless under the Measuring Instruments (EEC Requirements) Regulations 1988
2. Dipstick measuring systems		
Up to 7,600 litres (for calibration of each compartment and production of chart)	£185.22 each	Yes
Over, 7,600 litres, basic fee, plus additional charge	£85.56 per hour	Yes
Initial dipstick	£21.43 each	Yes
Spare dipstick	£21.43 each	Yes
Replacement dipstick (including examination of compartment)	£47.06 each	Yes
I. Certificate of errors		
For supplying a certificate containing results of errors found on testing (certificate supplied upon request of the submitter; fee applies when no other fee is payable).	£55.17 each	Yes
Angling/Fishing Scales Calibrated in Metric Units (inclusive of VAT)	£11.69	Note: this is outside the JNB set of fees above, but has been increased by the same factor of 1%

Food Safety

	2018 – 19 charge	
Request for re-rating inspection under the Wales Food Hygiene Rating Scheme	£160.00	Fee has been set by the Wales Heads of Environmental Health Group and is consistent across all Welsh authorities

Ship Sanitation Certificate Charges

The cost of a Ship Sanitation Certificate depends on the vessel's gross tonnage:

Gross Tonnage	2017-18 Charges	2018-19 Charges*
Up to 1000	£85.00	Awaiting confirmation from the APHA*
Up to 1001 to 3000	120.00	“
3,001 – 10,000	180.00	“
10,001-20,000	235.00	“
20,001-30,000	305.00	“
Over 30,000	360.00	“
Extension	55.00	“
<p>With the exception of:</p> <p>Vessels with the capacity to carry between 50 and 1000 persons - £360 Vessels with the capacity to carry more than 1000 persons - £615</p> <p>Extra charges may be added for exceptional costs such as launch hire, length journeys to the port or laboratories, out of hour visits and samples taken</p>		

Extra charges, based on actual costs, may be added for exceptional costs such as launch hire, out-of-hours duty, travel and re-inspections of ships subject to control measures.

** Note – charges are set by the Association of Port Health Authorities. Confirmation is awaited of the fees to be set for 2018-19*

FEES FOR PRIVATE WATER SAMPLES 2018-19

Prescribed by the Private Water (Wales) Regulations

RISK ASSESSMENT

Risk assessment Fee

£55 per hour up to a statutory maximum of

- **£700 for commercial premises / public supply (regulation 9 supply)**
- **£300 for single domestic / rented accommodation (regulation 10 / 11 supply)**

SAMPLING

Cost based on officer time and mileage

£55 per hour, up to the statutory maximum of £100.00

INVESTIGATION

Cost based on officer time

£55 per hour, up to the statutory maximum of £250.00

GRANTING AN AUTHORISATION

Cost based on officer time

£55 per hour, up to the statutory maximum of £100.00

ANALYSING A SAMPLE

Taken under Regulation 13

£25.00

Taken during check monitoring

£110.00

Taken during audit monitoring

£600.00

(NOTE THAT THE ACTUAL COST CHARGED WILL BE DEPENDANT ON SUITE OF ANALYSIS REQUIREMENT)

Petroleum Storage Certificate Fees 2018-19

Duration of Certificate	Band 'A' : Petroleum Spirit not exceeding 2,500 litres	Band 'B' : Petrol exceeding 2,500 but not 50,000 litres	Band 'C' : Petrol exceeding 50,000 litres
a) 1 Year Fee	£42.00	£58.00	£120.00
(b) 2 Year Fee	£84.00	£116.00	£240.00
(c) 3 Year Fee	£126.00	£174.00	£360.00
(d) 4 Year Fee	£168.00	£232.00	£480.00
(e) 5 Year Fee	£210.00	£290.00	£600.00
(f) 6 Year Fee	£252.00	£348.00	£720.00
(g) 7 Year Fee	£294.00	£406.00	£840.00
(h) 8 Year Fee	£336.00	£464.00	£960.00
(i) 9 Year Fee	£378.00	£522.00	£1080.00
(j) 10 Year Fee	£420.00	£580.00	£1200.00

Transfer of Certificate: £8.00

**These fees are set by statute – currently awaiting HSE guidance as to any increase in fees from April 2018*

Fees payable in respect of applications for the granting and transfer of Explosives Licences

Type of application	Duration	Fee 2018-19*
Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed	1 year	£178
	2 years	£234
	3 years	£292
	4 years	£360
	5 years	£407
Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	1 year	£83
	2 years	£141
	3 years	£198
	4 years	£256
	5 years	£313
Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	1 year	£105
	2 years	£136
	3 years	£166
	4 years	£198
	5 years	£229
Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	1 year	£52
	2 years	£83
	3 years	£115
	4 years	£146
	5 years	£178

*These fees are set by statute – currently awaiting HSE guidance as to any increase in fees from April 2018

Fees payable in respect of variation to Explosives Licences

Variation	Fee 2018-19*
Varying the name of licensee or address of site	£35
Any other kind of variation	Reasonable cost to the licensing authority of having the work carried out
Transfer of licence	£35
Replacement of licence if lost	£35

**These fees are set by statute – currently awaiting HSE guidance as to any increase in fees from April 2018*

Environmental Permitting Charges 2018-2019

Section 1: LAPPC (Part B) charges for 2018-19

Type of charge	Type of Activity	2017-18 Fee	2018-19 Fee*
Application Fee	Standard Activity	£1627	Awaiting confirmation
	Mobile plant		
	First & second applications	£1627	“
	Third to seventh applications	£971	“
	Eighth and subsequent applications	£491	“
	Mobile plant falling within Annex 1 of fees and charges scheme	£354	“
	Combined Part B and waste application for any of above	Add £354 to above amounts	“
	Reduced fee activities		
	Vehicle refinishers	£354	“
	Any Annex 1 reduced fee activity (from 1 st October 2015)- any applications received prior to this date which fall in this category will be charged the standard Part B fee)	£354	“
	PVR I & II combined	£253	“
	Dry cleaning, small waste oil burners & dry cleaners	£152	“

* Note - confirmation awaited from Welsh Government

Type of charge		2017-18 Fee			2018-19 Fee*		
Annual Subsistence Charge	Standard Activity	Low	Med	High			
	Combined Part B and waste installation add	£761	£1144	£1721			
		£101	£153	£203			
	Reduced fee activities						
	Annex1 activities (from 1 st April 2015-31 st March 2016)	£492	£751	£1131			
	Vehicle Refinishers	£222	£359	£541			
	<i>Dry Cleaning, small waste oil, PVRI</i>	£76	£155	£231			
	PVR I & II	£111	£221	£332			
	Mobile Plant						
	First & second permits	£636	£1069	£1528			
	Third to seventh permits	£381	£609	£912			
	Eighth & subsequent permits	£195	£311	£467			
	Part B installation subject to reporting under e-PRTR	Add £101 to risk assessed fee					
Late Payment fee	£52						

* Note - confirmation awaited from Welsh Government

Type of charge		2017-18 Fee	2018-19 Fee*
Transfer & Surrender	Standard activity transfer	£167	
	Standard activity partial transfer (for annex 1 activities, this charge applies up to 1 st October 2015)	£490	
	Reduced fee activity transfer	£0	
	Reduced fee activity partial transfer (for annex 1 activities, this charge applies from 1 st October 2015)	£46	
	Surrender: all Part B activities	£0	
Substantial Change	Standard activity	£1128	
	Standard activity where substantial change results in new EPR activity	£1627	
	Reduced fee activities (for annex 1 activities, this charge applies from 1 st October 2015)	£100	

* Note - confirmation awaited from Welsh Government

LAPPC mobile plant charges for 2018-19

Number of authorisations	Application fee 2017-18	Application fee* 2018-19
1	£1627	
2	£1627	
3	£971	
4	£971	
5	£971	
6	£971	
7	£971	
8 and over	£491	

	Subsistence fee 2017/18			Subsistence fee 2018-19*		
	Low	Med	High	Low	Med	High
1	£636	£1020	£1528			
2	£636	£1020	£1528			
3	£381	£609	£912			
4	£381	£609	£912			
5	£381	£609	£912			
6	£381	£609	£912			
7	£381	£609	£912			
8 and over	£195	£311	£467			

**Note - confirmation awaited from Welsh Government*

Section 2: LA-IPPC (Part A2) charges for 2018 - 19

NB – every subsistence charge in the table below includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation.

Type of charge	2017-18	2018-19*
Application (if part B activity also carried out, add sum of Part B fee to A2 activity fee)	£3314	
Annual Subsistence LOW	£1424	
Annual Subsistence MEDIUM	£1586	
Annual Subsistence HIGH	£2300	
Substantial Variation	£1348	
Transfer	£232	
Partial transfer	£688	
Surrender	£688	

** Note - final confirmation awaited from Welsh Government*

Key

Subsistence charges can be paid in four equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by **£37.00**. There is no extra fee payable to the Environment Agency where quarterly payments are made.

A late payment fee of **£52.00** will apply when an invoice remains unpaid 8 weeks from the date the invoice was issued.

Newspaper advertisements

Newspaper adverts may be required under EPR at the discretion of the LA as part of the consultation process when considering an application (see Chapter 9 of the General Guidance Manual). This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to recoup its costs

Note

During the course of the year, SRS will continue to explore additional areas where charges may be levied for the provision of services. In the case of charges based on officer time, a rate of £55 an hour, to include overheads, will be used.