



Fees and Charges

2024/25

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	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	2024/25 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	£899.00	£944.00	£1,038.00	9.96%	196	£ 18,424
Woodland burial - land (includes tree)	£899.00	£944.00	£1,038.00	9.96%		
Lairs for cremation caskets (up to 4)	£899.00	£944.00	£1,038.00	9.96%		

Interments

Adults (first, or re-open)	£773.00	£812.00	£893.00	9.98%	602	£ 48,762
Woodland burial - interment	£773.00	£812.00	£893.00	9.98%		
Cremation caskets	£258.00	£271.00	£298.00	9.96%		

Interments on a Saturday (last interment 10:30am)

Adult	£993.00	£1,043.00	£1,147.00	9.97%	602	£ 48,762
Cremation caskets	£405.00	£425.00	£468.00	10.12%		

Interments on a Sunday, holiday or out with seasonal working hours

Adult	£1,309.00	£1,374.00	£1,511.00	9.97%	602	£ 48,762
Cremation caskets	£525.00	£551.00	£606.00	9.98%		

Other Charges

Re-issue of lair certificate	£32.00	£34.00	£37.00	8.82%	5	£ 15
Burial search fee - first hour	£50.00	£53.00	£58.00	9.43%	100	£ 500
Burial search fee - second hour	£50.00	£53.00	£58.00	9.43%		
Burial search fee - each additional hour	£12.60	£13.00	£14.00	7.69%		
Marking out, excavate only	£168.00	£176.00	£194.00	10.23%	0	£ -

Headstone foundations

Marking out, excavate, lay foundation	£199.00	£209.00	£230.00	10.05%	304	£ 6,384
Marking out, excavate only	£168.00	£176.00	£194.00	10.23%	9	£ 162

Administration Charges

Non resident lair sale/interment premium 50% of fee	£451.00	£474.00	£521.00	9.92%	13	£ 611
Admin fee per burial	£62.00	£65.00	£72.00	10.77%	602	£ 4,214
Issuing Title deed	£31.00	£33.00	£36.00	9.09%	196	£ 588
Fee selling lair back to SBC - 10% of price paid	£0.00	£0.00	£0.00	0.00%	10	£ -
Fee to test dig a lair	£773.00	£812.00	£893.00	9.98%	0	£ -
Marking a grave for placement of small memorial	£103.00	£108.00	£119.00	10.19%	12	£ 132
Scattering ashes	£62.00	£65.00	£72.00	10.77%	0	£ -
Installation of memorial bench (per bench)		£100.00	£110.00	10.00%	20	£ 200
Memorial Tree	£36.00	£38.00	£78.00	105.26%	3	£ 120

Public Conveniences

RADAR Keys for disabled facilities	£5.00	£5.00	£6.00	20.00%	107	£ 107
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Parks & Open Spaces

Allotments

Admin Fee	£45.00	£47.00	£52.00	10.64%	82	£ 410
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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.

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Infrastructure & Environment Parks & Environment						
Changing Pavilion - Hawick						
Dressing room and showers - per 2 teams						
- Adults, Monday to Saturday	£36.00	£38.00	£42.00	10.53%	19	£ 76
- Adults, Sunday	£43.00	£45.00	£50.00	11.11%	0	£ -
- Juveniles, Monday to Saturday	£15.00	£16.00	£18.00	12.50%	1	£ 2
- Juveniles, Sunday	£17.00	£18.00	£20.00	11.11%	5	£ 10
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	£16.00	£17.00	£19.00	11.76%	35	£ 70
- Adults, Sunday	£18.00	£19.00	£21.00	10.53%	0	£ -
- Juveniles, Monday to Saturday	£5.80	£6.00	£7.00	16.67%	0	£ -
- Juveniles, Sunday	£6.80	£7.00	£8.00	14.29%	7	£ 7
Sports Pitches						
Grass Pitch - all (per game up to 2 hours)	£30.30	£31.85	£35.00	9.87%	0	£ -
Discount - Junior Use entitled to 33% discount						
Other Facilities (Parks & Open Spaces)						
Small facilities (1-5 shows/stands)	£128.00	£134.00	£147.00	9.70%	10	£ 130
Medium Facilities - (6-20 shows/stands)	£254.00	£267.00	£294.00	10.11%	1	£ 27
Large Facilities - (21 and over shows/stands)	£383.00	£402.00	£422.00	4.98%	1	£ 20
Circus (per day)	£300.00	£300.00	£300.00	0.00%	0	£ -
					TOTAL	£80,971

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SCOTTISH BORDERS COUNCIL FEES & CHARGES	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	2024/25 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	£151.00	£158.50	£174.00	9.78%	500	£ 7,750
Commercial & Demolition	£138.00	£144.75	£159.00	9.84%	600	£ 8,550
Mixed Municipal Waste	£149.00	£156.25	£172.00	10.08%	500	£ 7,875
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	£28.25	£30.00	£33.00	10.00%	328	£ 984

Trade Waste - quotations available on request. Please call us on 01835 825111 or email us at tradewaste@scotborders.gov.uk

Special Collections - Business

Per hour - pro-rata ¹	£130.00	£137.00	£151.00	10.22%	35	£ 490
Minimum charge (20 minutes) ¹	£46.00	£48.30	£53.00	9.73%	35	£ 165

Special Collections - Domestic

Up to 5 articles (including fridges and freezers)	£42.75	£45.00	£50.00	11.11%	2,150	£ 10,750
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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)	£34.25	£36.00	£40.00	11.11%	5	£ 20
Medium - (approx. estate/car-derived van/4x4 or 5-9 bags)	£52.00	£54.60	£60.00	9.89%	5	£ 27
Large - (approx. large & small panel vans/micro & mini vans & transit vans not exceeding 3.5t gross vehicle weight (gvw) or 10-15 bags)	£65.25	£68.50	£75.00	9.49%	8	£ 52

Recycling & General Waste Permit

Small - (approx. small car or 1-4 bags)	£64.00	£67.20	£74.00	10.12%	2	£ 14
Medium - (approx. estate/car-derived van/4x4 or 5-9 bags)	£112.50	£118.10	£130.00	10.08%	0	£ -
Large - (approx. large & small panel vans/micro & mini vans & transit vans not exceeding 3.5t gvw or 10-15 bags)	£155.50	£163.25	£180.00	10.26%	62	£ 1,039

Electrical Household Clearance Items Permit

Small load	£11.50	£12.00	£13.00	8.33%	60	£ 60
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Charity Disposing of Donated Household Goods

Small - (approx. small car or 1-4 bags)	£11.00	£11.50	£13.00	13.04%	0	£ -
Medium - (approx. estate/car-derived van/4x4 or 5-9 bags)	£22.00	£23.00	£25.00	8.70%	2	£ 4
Large - (approx. large & small panel vans/micro & mini vans & transit vans not exceeding 3.5t gvw or 10-15 bags)	£33.00	£34.50	£38.00	10.14%	0	£ -

TOTAL **£37,779**

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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Infrastructure & Environment Roads & Infrastructure						

Road Closure

Per Notice	£170.00	£179.00	£197.00	10.06%	3	£ 54
Per Order	£350.00	£368.00	£405.00	10.05%	169	£ 6,253

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)	£155.00	£163.00	£179.00	9.82%	64	£ 1,024
	£600.00	£630.00	£693.00	10.00%	0	£ -
	£695.00	£730.00	£803.00	10.00%	0	£ -
	£799.00	£839.00	£923.00	10.01%	0	£ -
	£905.00	£950.00	£1,045.00	10.00%	0	£ -

Temporary Traffic Light Permits

For sites with junctions or more than two approaches	£75.00	£79.00	£203.00	156.96%	286	£ 35,464
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De-icing Salt

Supplied to the public ¹ - 1 tonne or more (pro-rata)	£96.50	£101.00	£111.00	9.90%	350	£ 3,503
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Langlee Recycling Centre

Cover/Washed/Sharp Sand	£25.00	£27.00	£28.00	3.70%	2050	£ 2,050
Building Sand	£27.00	£29.00	£32.00	10.34%	335	£ 1,005
6mm to 10mm Pipe Bedding	£16.50	£17.00	£18.00	5.88%	185	£ 185
12mm to 25mm Pipe Bedding	£14.50	£15.00	£17.00	13.33%	495	£ 990
25mm to 75mm Type B Filler	£11.00	£11.50	£12.50	8.70%	1250	£ 1,250
Type 1 Sub-Base	£7.50	£8.00	£8.50	6.25%	6735	£ 3,368
Concrete Mix	£16.00	£17.00	£23.00	35.29%	838	£ 5,028
Crusher Run 4"	£8.00	£8.00	£8.00	0.00%	0	£ -
Topsoil (as dug)	£7.00	£7.00	£7.00	0.00%	121	£ -
Screened Top Soil	£31.00	£33.00	£35.00	6.06%	0	£ -
Verge Soil	£5.00	£5.25	£6.00	14.29%	227	£ 170
Plainings	£9.25	£9.25	£10.00	8.11%	0	£ -
Rubble	£8.00	£8.50	£9.00	5.88%	7276	£ 3,638
Soil and Stone	£8.00	£8.50	£9.50	11.76%	6003	£ 6,003
Slate	£8.00	£8.50	£9.50	11.76%	25	£ 25
Tar Cuttings	£8.00	£8.50	£9.50	11.76%	1332	£ 1,332
Reinforced Concrete	£25.00	£26.00	£27.00	3.85%	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	£ -
Application to place builder's skip on a road (per month)	£36.00	£36.00	£45.00	25.00%	0	£ -
					TOTAL	£71,342

¹excluding delivery - call 01835 825571 for quotation

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Infrastructure & Environment Planning						

**Heritage & Conservation
Archaeology**

Professional time (per hour)	£73.00	£77.00	£85.00	10.39%	10	£ 80
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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	£116.00	10.48%	20	£ 220
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Filming on Council Land (per half day)	£350.00	£368.00	£405.00	10.05%	1	£ 37
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Housing

Landlord Registration - Principal Fee ¹	£68.00	£68.00	£75.00	10.29%	1,667	£ 11,667
Landlord Registration - Property Fee ¹	£16.00	£16.00	£17.00	6.25%	833	£ 833
Landlord Registration - Late Application Fee ¹	£137.00	£137.00	£149.00	8.76%	0	£ -
Private Sector Housing Grant - Recording Fee ¹	£80.00	£80.00	£80.00	0.00%	0	£ -
Private Sector Housing Grant - Admin Fee	£121.00	£121.00	£121.00	0.00%	60	£ -

Development Management

Pre-Planning Application Advice Service

Written Response

Type of Development

Local Development (other than housing)	£150.00	£160.00	£175.00	9.38%	45	£ 675
Proposals for 1-2 house/s or flats	£150.00	£160.00	£175.00	9.38%	45	£ 675
Housing developments (3-49 houses)	£350.00	£365.00	£500.00	36.99%	13	£ 1,755
Major Developments (incl housing developments more than 49 units or sites over 2 hectares)	£600.00	£630.00	£1,000.00	58.73%	3	£ 1,110
Renewable Energy Projects over 2 hectares	£1,500.00	£1,575.00	£2,500.00	58.73%	1	£ 925

Meeting (per meeting)

Type of Development

Local Development (other than housing)	£400.00	£420.00	£460.00	9.52%	13	£ 520
Proposals for 1-2 house/s or flats	£400.00	£420.00	£460.00	9.52%	13	£ 520
Housing developments (3-49 houses)	£640.00	£670.00	£1,000.00	49.25%	3	£ 990
Major Developments (incl housing developments more than 49 units or sites over 2 hectares)	£1,250.00	£1,315.00	£2,000.00	52.09%	1	£ 685
Renewable Energy Projects over 2 hectares	£2,500.00	£2,625.00	£3,750.00	42.86%	4	£ 4,500

Non-material variations ¹		£200.00	£200.00	0.00%	0	£ -
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Compliance with Condition (per request) ^{1&6}		£100.00	£100.00	0.00%	0	£ -
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Discharge of Condition (per request) ^{1&6}		£100.00	£100.00	0.00%	0	£ -
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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)	£200.00	£210.00	£230.00	9.52%	0	£ -
For Part 1 only: 5% of half warrant fee ³	Minimum fee for single Part is £130.00. If more than one single Part is requested, minimum fee	Minimum fee for single Part is £136.00. If more than one single Part is requested, minimum fee	Minimum fee for single Part is £150.00. If more than one single Part is requested, minimum fee		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	£80.00	£84.00	£90.00	7.14%	3	£ 18
Domestic Developments up to 3 units	£225.00	£236.00	£260.00	10.17%	3	£ 72
Domestic Developments 4-49 units	£450.00	£473.00	£520.00	9.94%	0	£ -
Domestic Developments over 49 units	£950.00	£998.00	£1,100.00	10.22%	0	£ -
Minor Non-Domestic applications for property in single use	£225.00	£236.00	£260.00	10.17%	1	£ 24
Major or complex Non-Domestic applications for property in single use	£400.00	£420.00	£460.00	9.52%	1	£ 40
Major or complex Non-Domestic applications for property in multiple use	£950.00	£998.00	£1,100.00	10.22%	1	£ 102
Amendments to warrant for drainage works ¹	£100.00	£100.00	£150.00	0.00%	100	£ 5,000

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.	£280.00	£294.00	£325.00	10.54%	0	£ -
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.	£280.00	£294.00	£325.00	10.54%	0	£ -
Additional inspection to site in relation to the above to check any remedial work required, etc.	£150.00	£158.00	£175.00	10.76%	0	£ -

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	£280.00	£294.00	£325.00	10.54%	0	£ -
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Infrastructure & Environment Planning						

Permit to Use a Temporary Raised Structure

Administration fee for assessment of temporary raised structures – Raised seating structure.	£430.00	£452.00	£495.00	9.51%	1	£ 43
Administration fee for assessment of temporary raised structures – Raised platform or stage greater than 30 m2.	£430.00	£452.00	£495.00	9.51%	1	£ 43
Administration fee for assessment of temporary raised structures - Raised platform or stage less than 30 m2 with an overhead gantry.	£300.00	£315.00	£345.00	9.52%	1	£ 30
Administration fee for assessment of temporary raised structures - Raised platform or stage less than 30 m2 without an overhead gantry.	£200.00	£210.00	£230.00	9.52%	1	£ 20
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	£ -

Safety at Sports Grounds

Administration fee for assessment in respect of a general safety certificate ⁴	£550.00	£578.00	£635.00	9.86%	4	£ 228
Administration fee for an amendment to a general safety certificate ⁴	£550.00	£578.00	£635.00	9.86%	0	£ -
Administration fee for ground capacity assessment (3 yearly)	£550.00	£578.00	£635.00	9.86%	1	£ 57
Letter of confirmation (years 2 & 3)		£288.00	£315.00	9.38%	0	£ -
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.	£550.00	£578.00	£635.00	9.86%	0	£ -

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.)	£375.00	£394.00	£435.00	10.41%	1	£ 41
Additional charge per hour in relation to the above.	£125.00	£131.00	£145.00	10.69%	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	£ -

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Infrastructure & Environment Planning						

Roads Planning

Vehicular Access Consent where Planning Permission is not required. Fees are linked to Planning Application fees.	£300.00	£300.00	£300.00	0.00%	16	£ -
Road adoption searches	£30.00	£42.00	£45.00	7.14%	9	£ 27
Road adoption searches (extended boundaries). Larger or more complex requests may incur additional charges.	£80.00	£84.00	£90.00	7.14%	106	£ 636

Road Construction Consent Site Inspections/Adoptions :

Roads Planning Officer (per hour)	£44.41	£45.30	£48.89	7.93%	474	£ 1,703
Structural Engineer (per hour)	£61.71	£62.94	£65.77	4.49%	10	£ 28
Street Lighting Technician (per hour)	£41.45	£42.28	£40.47	-4.28%	62	-£ 112
Mileage Rate (per mile)	£0.45	£0.45	£0.45	0.00%	7696	£ -
Road material testing (per sample)	£50.00	£50.00	£55.00	10.00%	0	£ -

TOTAL	£ 33,192
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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)

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Social Work & Practice						
Meals at home (per meal)	£3.50	£3.50	£3.89	11.14%	9,800	£ 3,822
Freezer Hire	£1.33	£1.40	£1.60	14.57%	520	£ 106
Microwave Hire	£1.07	£1.12	£1.29	14.82%	364	£ 61
Bordercare Alarms	£4.94	£5.19	£5.45	5.00%	1,200	£ -
Residential¹						
Residential Homes in house (per week)	£767.03	£805.38	£805.38	0.00%	0	£ -
External Residential - Single Min (per week)	£719.50	£762.62	£762.62	0.00%	0	£ -
External Residential - Shared (per week)	£694.50	£694.50	£694.50	0.00%	0	£ -
External Nursing - Single Min (per week)	£832.10	£888.50	£888.50	0.00%	0	£ -
External Nursing - Shared (per week)	£807.10	£807.10	£807.10	0.00%	0	£ -
Residential Respite - Max (per week)	£554.18	£554.18	£554.18	0.00%	0	£ -
Intermediate Care - Max (free for first 42 days)	£767.03	£767.03	£767.03	0.00%	0	£ -
Enhanced Residential	£775.80	£825.56	£825.56	0.00%	0	£ -
					TOTAL	£3,988

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	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	2024/25 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	£19.70	£20.70	£22.80	10.14%	100	£ 210
Dining Hall per hour ¹	£11.50	£12.10	£13.30	9.92%	100	£ 120
Library per hour ¹	£11.50	£12.10	£13.30	9.92%	30	£ 36
Classroom per hour ¹	£6.10	£6.45	£7.10	10.00%	50	£ 32
Craft Studio per hour ¹	£11.50	£12.10	£13.30	9.92%	50	£ 60
Community Room per hour ¹	£6.10	£6.45	£7.10	10.00%	200	£ 129
1 Court per hour ^{1,2}	£6.10	£6.45	£7.10	10.00%	1,500	£ 968
2 Courts per hour ^{1,2}	£12.20	£12.85	£14.20	10.51%	2,000	£ 2,700
3 Courts per hour ¹	£18.30	£19.25	£21.30	10.65%	3,000	£ 6,150
4 Courts per hour ^{1,2}	£24.40	£25.70	£28.40	10.51%	250	£ 675
Grass Pitch - all (per game up to 2 hours) ¹	£30.30	£31.85	£35.00	9.87%	1,000	£ 3,145
Synthetic Pitch (2G) ²	£26.60	£27.95	£30.75	10.00%	500	£ 1,398
Synthetic Pitch (2G) - Half Pitch ²	£13.30	£14.00	£15.50	10.71%	3,000	£ 4,500

Discounts

Junior Use entitled to 33% discount

Commercial Rate

Twice Standard rate

Early Learning Childcare

Non funded childcare fee per hour ¹	£4.00	£5.50	£6.05	10.00%	2,500	£ 1,375
Non funded childcare fee per day (8-10 hours) ¹	£32.00	£44.00	£48.40	10.00%	1,400	£ 6,160

School Meals

Primary Schools - Pupil Meal	£2.40	£2.40	£2.64	10.00%	25,500	£ 6,120
Primary Schools - Adult Meal	£3.00	£3.00	£3.30	10.00%	3,000	£ 900
					TOTAL	£34,677

¹ Increase from 15th April 2024

² Rates still under review for 2024/25

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	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	2024/25 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	£45.00	£45.00	0.00%	335	£ -
Extract ¹	£10.00	£10.00	£10.00	0.00%	3,264	£ -
Certificate of No Impediment	£30.00	£45.00	£45.00	0.00%	0	£ -
Religious Marriage ^{1&2}	£70.00	£100.00	£100.00	0.00%	265	£ -
Conducting Civil Marriage & Civil Partnership Registration in Office in Office Hours - max. 8	£125.00	£155.00	£155.00	0.00%	406	£ 8,607
Conducting Civil Marriage & Civil Partnership Ceremony in Office out with office hours - 1 hour or more after closing, Monday - Friday ⁴	£315.00	£325.00	£343.00	5.54%		
Conducting Civil Marriage & Civil Partnership Ceremony in Office on Saturday (before 5 p.m.) ⁴	£360.00	£370.00	£391.00	5.68%		
Conducting Civil Marriage & Civil Partnership Ceremony in Office on Saturday (after 5 p.m.) ⁴	£430.00	£445.00	£474.00	6.52%		
Conducting Civil Marriage & Civil Partnership Ceremony in Office with 9 or more guests - during office hours ⁴	£310.00	£320.00	£339.00	5.94%		
Civil Partnership converting to marriage ¹	£30.00	£30.00	£45.00	50.00%		
Conducting Civil Marriage & Civil Partnership on a Sunday/Public Holidays & New Year at any venue ⁴	£440.00	£455.00	£485.00	6.59%		
Conducting Civil Marriage & Civil Partnership after 5pm in Office ⁴	£390.00	£400.00	£423.00	5.75%		
Conducting Civil Marriage & Civil Partnership in other venue (Monday to Saturday before 5pm) ⁴	£410.00	£425.00	£453.00	6.59%		
Conducting Civil Marriage & Civil Partnership in other venue (Monday to Saturday after 5pm) ⁴	£430.00	£445.00	£474.00	6.52%		
Commitment Ceremony - anywhere, Mon-Sat, before 5pm ⁴		£250.00	£277.00	10.80%		
Commitment Ceremony anywhere, Sunday/Festive Period/Public Holidays/after 5pm ⁴		£350.00	£387.00	10.57%		

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Resilient Communities						
Naming & Vow renewing ceremony (during Office Hours) ⁴	£200.00	£200.00	£220.00	10.00%	8	£ 188
Naming & Vow renewing ceremony (Saturday) ⁴	£200.00	£200.00	£220.00	10.00%		
Naming & Vow renewing ceremony (after 5pm) ⁴	£200.00	£250.00	£277.00	10.80%		
Naming & Vow renewing ceremony Sunday/Public Holidays, Christmas & New Year ⁴	£225.00	£250.00	£277.00	10.80%		
Genealogy - per hour ¹	£15.00	£15.00	£15.00	0.00%	0	£ -
Scotland's People Paper Print	£3.00	£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	£1.00	0.00%	0	£ -
Postage and packing - outwith UK		£3.00	£3.00	0.00%	0	£ -
Private Citizenship	£75.00	£80.00	£89.00	11.25%	5	£ 45
Blue Badges ¹	£20.00	£20.00	£20.00	0.00%	2,160	£ -

TOTAL	£8,840
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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	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Finance & Corporate Governance						
Environmental Health						
Pest Control						
Eradication (domestic premises) of wasps	£51.00	£54.00	£59.00	9.26%	455	£ 2,275
Eradication (domestic premises) of ants	£61.00	£64.00	£70.00	9.38%	50	£ 300
Eradication (domestic premises) of insects	£59.00	£62.00	£68.00	9.68%	20	£ 120
Eradication (domestic premises) of rats/mice including re-visit	£76.00	£80.00	£88.00	10.00%	150	£ 1,200
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	£69.00	£72.00	£79.00	9.72%	20	£ 140
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	£108.00	£113.00	£124.00	9.73%	5	£ 55
Eradication (commercial premises non-farm) of wasps	£53.00	£56.00	£62.00	10.71%	15	£ 90
Eradication (commercial premises non-farm) of ants	£71.00	£75.00	£83.00	10.67%	15	£ 120
Eradication (commercial premises non-farm) of insects	£68.00	£71.00	£78.00	9.86%	15	£ 105
Eradication (commercial premises non-farm) of rats/mice ¹ including re-visit	£86.00	£90.00	£99.00	10.00%	9	£ 81
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	£120.00	£120.00	£126.00	5.00%	65	£ 390
Animal Licensing						
Selling Animals as Pets	£374.00	£393.00	£432.00	9.92%	3	£ 117
Selling Animals as Pets - 3 year licence for renewals from 23/24		£810.00	£891.00	10.00%		£ -
Breeding of Animals- Dogs, Cats & Rabbits (1-3 years dependent on risk assessment)	£360.00	£378.00	£416.00	10.05%	6	£ 228
Breeding of Animals- Dogs, Cats & Rabbits - 3 years dependent on risk assessment for renewals ³		£780.00	£858.00	10.00%		
Venison Dealers (3 years)	£147.00	£154.00	£169.00	9.74%	1	£ 15
Riding Establishments (1 year) ²	£120.00	£126.00	£139.00	10.32%	21	£ 273
Dangerous Wild Animals (1 year) ²	£116.00	£122.00	£134.00	9.84%	0	£ -
Animal Boarding Establishments (1 year)	£195.00	£205.00	£226.00	10.24%	41	£ 861
Zoo (4 years)	£478.00	£502.00	£552.00	9.96%	1	£ 50
Animal Welfare Establishment	£280.00	£294.00	£323.00	9.86%	0	£ -
Animal Welfare Establishment 3 year licence for renewals based on risk assessment		£610.00	£671.00	10.00%		£ -
Rehoming Animals (outwith an animal welfare establishment (25% discount applied for charities)	£337.00	£354.00	£389.00	9.89%	0	£ -
Rehoming Animals (outwith an animal welfare establishment (25% discount applied for charities)) - 3 year licence for renewals base don risk assessment criteria		£730.00	£803.00	10.00%		£ -
Fish Levy (charge is per hour - minimum charge 1 hour)	£73.00	£77.00	£85.00	10.39%	0	£ -
Health Certificates (charge is per hour - minimum charge 1 hour)						
Export Health Certificates (Food)	£73.00	£77.00	£85.00	10.39%	800	£ 6,400
Export Health Certificates (Food) - outwith office hours	£109.00	£114.00	£125.00	9.65%	0	£ -
Additional Charges:						
Attestation	£73.00	£77.00	£85.00	10.39%	4	£ 32
Correction / Re-issue of a Certificate	£25.00	£26.00	£29.00	11.54%	2	£ 6
Copies of a Certificate	£25.00	£26.00	£29.00	11.54%	0	£ -
Charge for a Certificate issued at point of entry rather than the originating authority.	£88.00	£92.00	£101.00	9.78%	0	£ -
Request for Country / Region / Product specific Certificate where there is an absence of a DEFRA agreed format.	£96.00	£101.00	£111.00	9.90%	0	£ -

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Finance & Corporate Governance						
Environmental Health						

Public Health Funerals

Recovery of funeral costs under section 50 of the National Assistance Act 1948	£224.00	£235.00	£259.00	10.21%	2	£ 48
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Amenity and Pollution

A 20% charge for the administration of carrying out works in default for notices served under the Environmental Protection Act 1990						£ -
A 20% charge for the administration of carrying out works in default for notices served under The Prevention of Damage by Pests Act 1949 ³						£ -

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	£80.00	£84.00	£92.00	9.52%	1	£ 8
Revisit Fee	£40.00	£42.00	£46.00	9.52%	1	£ 4
Issue of letter /report	£34.00	£36.00	£40.00	11.11%	1	£ 4

Private Water Supply

Information enquiries - per hour per officer	£57.00	£60.00	£66.00	10.00%	20	£ 120
No access visit fee - per hour per officer	£57.00	£60.00	£66.00	10.00%	4	£ 24
Cancelled sample visit administrative fee - 50% of sample visit fee appropriate to supply classification (max. £46.00)		£42.00	£46.00	9.52%	4	£ 16

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 (£66.00 per officer per property for multiple properties)	£80.00	£84.00	£92.00	9.52%	350	£ 2,800
Subsequent supply sample visit fee ⁵ - per hour per officer	£57.00	£60.00	£66.00	10.00%	800	£ 4,800
Supply sample failure notification and investigation fee ⁵ - per hour per officer	£57.00	£60.00	£66.00	10.00%	800	£ 4,800
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	£8.00	£9.00	12.50%	1,000	£ 1,000
Risk assessment preparatory work ⁵ - per hour per officer	£57.00	£60.00	£66.00	10.00%	500	£ 3,000
Risk assessment site visit ⁵ - per hour per officer	£57.00	£60.00	£66.00	10.00%	300	£ 1,800
Risk assessment write up & issue of information ⁵ - per hour per officer	£57.00	£60.00	£66.00	10.00%	500	£ 3,000
Risk assessment review preparatory work - per hour per officer	£57.00	£60.00	£66.00	10.00%	200	£ 1,200
Risk assessment review failure investigation - per hour per officer	£57.00	£60.00	£66.00	10.00%	120	£ 720
Risk assessment review 5 yearly update or inadequacy - per hour per officer	£57.00	£60.00	£66.00	10.00%	120	£ 720

The Private Water Supplies (Scotland) Regulations 2006

Type B Supplies (2017 Regulations - Exempt Supplies)

Initial supply sample visit fee ⁵ - per officer for single property (£66.00 per officer per property for multiple properties) ³			£92.00		60	£ 5,520
Subsequent supply sample visit fee ⁵ - per hour per officer ³			£66.00		30	£ 1,980
Analysis of monitoring parameters ⁵	As per laboratory costs				60	£ -
Additional monitoring ⁵	As per laboratory costs				60	£ -
Laboratory sample transfer - per property sampled ³			£9.00		60	£ 540
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	£60.00	£63.00	£69.00	9.52%	5	£ 30
Sampling not achieved/no access visit fee - per hour per officer		£63.00	£69.00	9.52%		£ -
Analysis of monitoring parameters	As per laboratory costs				5	£ -
Laboratory sample transfer - per property sampled ³			£9.00		5	£ 45

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Finance & Corporate Governance Environmental Health						

Trading Standards

Weights and Measures Act 1985

Weighing instruments

Not exceeding 15kg	£41.00	£43.00	£47.00	9.30%	2	£ 8
Exceeding 15kg to 100kg	£60.00	£63.00	£69.00	9.52%	2	£ 12
Exceeding 100kg to 250kg	£85.00	£89.00	£98.00	10.11%	1	£ 9

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)	£109.00	£114.00	£125.00	9.65%	5	£ 55
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Charge for the issue of a Calibration Certificate on the accuracy of any weight or measure	£33.00	£35.00	£39.00	11.43%	6	£ 24
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TOTAL	£45,145
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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, the above charges will not be made where the provisions of Scottish Government (SG) guidance relating to reimbursement claims under Section 47 of the Local Government in Scotland Act 2003 are appropriate and can be applied.

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	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Finance & Corporate Governance Civic Government						

Taxis etc.						
Taxi/Private Hire Operator ¹	£690.00	£711.00	£747.00	5.06%	238	£ 2,856
Taxi/Private Hire Driver (1 year)	£99.00	£102.00	£107.00	4.90%	286	£ 1,430
Replacement Driver's Badge	£17.00	£18.00	£20.00	11.11%	0	£ -
Substitute Vehicle	£104.00	£107.00	£118.00	10.28%	10	£ 110
Change of Use from Taxi to Private Hire & Private Hire to Taxi Licence	£76.00	£78.00	£86.00	10.26%	0	£ -
Taxi Booking Office (3 years)	£250.00	£258.00	£271.00	5.04%	1	£ 13

Licensing of Short Term Lets						
Secondary Letting (3 years)						
1-3 Occupants		£300.00	£330.00	10.00%	0	£ -
4-6 Occupants		£335.00	£369.00	10.15%		
7+ Occupants		£385.00	£426.00	10.65%		
Home Sharing and Home Letting (3 years)						
1-3 Occupants		£275.00	£303.00	10.18%	0	£ -
4-6 Occupants		£305.00	£336.00	10.16%		
7+ Occupants		£350.00	£387.00	10.57%		
Issue of Duplicate Licence ²		£36.00	£40.00	11.11%	0	£ -
Variation of Licence/Change in Circumstances		£75.00	£83.00	10.67%	0	£ -

Other Licensing:						
Second Hand Dealers (3 years)	£213.00	£224.00	£246.00	9.82%	35	£ 770
Street Traders (3 years)	£239.00	£251.00	£276.00	9.96%	23	£ 575
Street Trader employee (duration of employers licence)	£70.00	£74.00	£81.00	9.46%	6	£ 42
Market Operators (3 years)	£297.00	£312.00	£343.00	9.94%	6	£ 186
Metal Dealers (3 years)	£274.00	£288.00	£317.00	10.07%	6	£ 174
Itinerant Metal Dealer (3 years)	£274.00	£288.00	£317.00	10.07%	12	£ 348
Indoor Sports Entertainment (3 years)	£179.00	£188.00	£207.00	10.11%	3	£ 57
Late Hours Catering (3 years)	£397.00	£417.00	£459.00	10.07%	11	£ 462
Sex Shops (3 years)	£711.00	£747.00	£822.00	10.04%	0	£ -
Knife Dealer (3 years)	£274.00	£288.00	£317.00	10.07%	1	£ 29
Skin Piercing and Tattooing (1 year Grant)	£213.00	£224.00	£246.00	9.82%	3	£ 66
Skin Piercing and Tattooing (3 Years renewal)	£213.00	£224.00	£246.00	9.82%	7	£ 154
Ear Piercing Only (1 year grant)	£139.00	£146.00	£161.00	10.27%	2	£ 30
Ear Piercing Only (3 years renewal)	£139.00	£146.00	£161.00	10.27%	3	£ 45

Public Entertainment:						
Commercial (3 years)	£620.00	£651.00	£716.00	9.98%	3	£ 195
Commercial (1 year)	£209.00	£219.00	£241.00	10.05%	2	£ 44
Commercial Funfair (temporary):						
1-5 stalls	£57.00	£60.00	£66.00	10.00%	25	£ 150
6-20 stalls	£179.00	£188.00	£207.00	10.11%	6	£ 114
21 or more stalls	£355.00	£373.00	£410.00	9.92%	5	£ 185
Non-commercial (3 years)	£179.00	£188.00	£207.00	10.11%	60	£ 1,140
Non-commercial (1 year)	£62.00	£65.00	£72.00	10.77%	4	£ 28
Non-commercial (temporary)	£45.00	£47.00	£52.00	10.64%	60	£ 300
Other temporary licences	£91.00	£96.00	£106.00	10.42%	41	£ 410

General						
Application for Material Change	£36.00	£38.00	£42.00	10.53%	0	£ -
Issue of Duplicate Licence	£35.00	£37.00	£41.00	10.81%	0	£ -
Certified true copy of entry in register	£35.00	£37.00	£41.00	10.81%	0	£ -

Miscellaneous Licensing:						
Cinemas – Annual	£321.00	£337.00	£371.00	10.09%	2	£ 68
Residential Caravan Sites	£656.00	£689.00	£758.00	10.01%	0	£ -
Houses in Multiple Occupation (HMO) (3 years)	£626.00	£657.00	£723.00	10.05%	18	£ 1,188

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2022/23 Charge (excl. vat)	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	Increase %	Estimated Usage	Estimated Impact of Inflation Increase
Finance & Corporate Governance Civic Government						
Democratic Services						
Property Clearance Certificates	£88.00	£92.00	£101.00	9.78%	5	£ 45
Street Naming	£170.00	£179.00	£197.00	10.06%	21	£ 378
Property Numbering	£83.00	£87.00	£96.00	10.34%	300	£ 2,700
Property Re-naming	£83.00	£87.00	£96.00	10.34%	5	£ 45
					TOTAL	£ 14,337

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.