



Scottish Borders Council

FEES AND CHARGES

2025/26

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	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Infrastructure & Environment Parks & Environment			

Burial Grounds

Purchase of Ground

Lairs for one or two interments	£944.00	£1,038.00	£1,121.00
Woodland burial - land (includes tree)	£944.00	£1,038.00	£1,121.00
Lairs for cremation caskets (up to 4)	£944.00	£1,038.00	£0.10

Interments

Adults (first, or re-open)	£812.00	£893.00	£964.00
Woodland burial - interment	£812.00	£893.00	£964.00
Cremation caskets	£271.00	£298.00	£322.00

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

Adult	£1,043.00	£1,147.00	£1,239.00
Cremation caskets	£425.00	£468.00	£505.00

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

Adult	£1,374.00	£1,511.00	£1,632.00
Cremation caskets	£551.00	£606.00	£654.00

Other Charges

Re-issue of lair certificate	£34.00	£37.00	£70.00
Burial search fee - first hour	£53.00	£58.00	£63.00
Burial search fee - second hour	£53.00	£58.00	£63.00
Burial search fee - each additional hour	£13.00	£14.00	£15.00
Marking out, excavate only	£176.00	£194.00	£210.00

Headstone foundations

Marking out, excavate, lay foundation	£209.00	£230.00	£248.00
Marking out, excavate only	£176.00	£194.00	£210.00

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Infrastructure & Environment Parks & Environment			

Administration Charges

Non resident lair sale/interment premium 50% of fee	£474.00	£521.00	£563.00
Admin fee per burial	£65.00	£72.00	£78.00
Issuing Title deed	£33.00	£36.00	£70.00
Fee selling lair back to SBC - 50% of price paid or £125 minimum	£0.00	£0.00	£125.00
Fee to test dig a lair	£812.00	£893.00	£964.00
Marking a grave for placement of small memorial	£108.00	£119.00	£129.00
Scattering ashes	£65.00	£72.00	£78.00
Installation of memorial bench (per bench)	£100.00	£110.00	£250.00
Memorial Tree	£38.00	£78.00	£200.00
SBC attendance at pre purchase site meeting to visit lair	£0.00	£0.00	£50.00

Public Conveniences

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

Allotments

Admin Fee	£47.00	£52.00	£55.00
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No fee per m2 of plot has been charged

Allotments - 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.

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Infrastructure & Environment Parks & Environment			
Sports Pitches			
Grass Pitch - all (per game up to 2 hours)	£31.85	£35.00	£36.00
Discount - Junior Use entitled to 33% discount			
Other Facilities (Parks & Open Spaces)			
Small facilities (1-5 shows/stands)	£134.00	£147.00	£155.00
Medium Facilities - (6-20 shows/stands)	£267.00	£294.00	£308.00
Large Facilities - (21 and over shows/stands)	£402.00	£422.00	£500.00
Circus (per day)	£300.00	£300.00	£315.00
Commercial events - cycling events, music festivals etc	£0.00	£0.00	£308.00
Non-commercial events - charity/community led events	£0.00	£0.00	£0.00
Remedial works as required post event, excluding materials (per hour)	£0.00	£0.00	£50.00
Commercial activity - fitness boot camp, dog training etc (per hour)	£0.00	£0.00	£15.00

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SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Infrastructure & Environment			
Waste Management Services			

Waste Services

Disposal Charges - per tonne, pro-rata

Waste Transfer Stations

Bulky Waste	£158.50	£174.00	£197.44
Commercial & Demolition	£144.75	£159.00	£175.82
Mixed Municipal Waste	£156.25	£172.00	£181.00
Wood	£0.00	£0.00	£53.04
Administration Charge - charged per invoice. Invoices are collated on a monthly basis	£30.00	£33.00	£35.00

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	£137.00	£151.00	£159.00
Minimum charge (20 minutes) ¹	£48.30	£53.00	£56.00

Special Collections - Domestic

WUDS - Up to 3 articles	£0.00	£0.00	£43.00
WUDS - Up to 4 articles	£0.00	£0.00	£57.00
Non WUDS - Up to 4 articles (including fridges and freezers) ⁵	£0.00	£0.00	£44.00
Up to 5 articles (including fridges and freezers)	£45.00	£50.00	£55.00

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Infrastructure & Environment			
Waste Management Services			

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			
Medium - (approx. estate/car-derived van/4x4 or 5-9 bags)	£54.60	£60.00	£63.00
Large - (approx. large & small panel vans/micro & mini vans & transit vans not exceeding 3.5t gross vehicle weight (gvw) or 10-15 bags)	£68.50	£75.00	£79.00

Recycling & General Waste Permit

Small - (approx. small car or 1-4 bags)	£67.20	£74.00	£78.00
Medium - (approx. estate/car-derived van/4x4 or 5-9 bags)	£118.10	£130.00	£137.00
Large - (approx. large & small panel vans/micro & mini vans & transit vans not exceeding 3.5t gvw or 10-15 bags)	£163.25	£180.00	£189.00

Electrical Household Clearance Items Permit

Small load	£12.00	£13.00	£14.00
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Charity Disposing of Donated Household Goods

Small - (approx. small car or 1-4 bags)	£11.50	£13.00	£14.00
Medium - (approx. estate/car-derived van/4x4 or 5-9 bags)	£23.00	£25.00	£26.00
Large - (approx. large & small panel vans/micro & mini vans & transit vans not exceeding 3.5t gvw or 10-15 bags)	£34.50	£38.00	£40.00

¹ Additional labour, plant and machinery charged at dayworks rates

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SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Infrastructure & Environment Roads & Infrastructure			

Road Closure

Per Notice	£179.00	£197.00	£270.00
Per Order	£368.00	£405.00	£500.00

Scaffolding Permits

Up to 3 months and every subsequent 3 months to a maximum of 4 payments (Min to Max)	£163.00	£179.00	£200.00
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Temporary Traffic Light Permits

For sites with junctions or more than two approaches	£79.00	£203.00	£254.00
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De-icing Salt

Supplied to the public ¹ - 1 tonne or more (pro-rata)	£101.00	£111.00	£122.00
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Langlee Recycling Centre

Cover/Washed/Sharp Sand	£27.00	£28.00	£29.00
Building Sand	£29.00	£32.00	£33.00
6mm to 10mm Pipe Bedding	£17.00	£18.00	£19.00
12mm to 25mm Pipe Bedding	£15.00	£17.00	£17.50
25mm to 75mm Type B Filler	£11.50	£12.50	£13.00
Type 1 Sub-Base	£8.00	£8.50	£9.00
Concrete Mix	£17.00	£23.00	£24.00
Crusher Run 4"	£8.00	£8.00	£8.50
Topsoil (as dug)	£7.00	£7.00	£7.50
Screened Top Soil	£33.00	£35.00	£37.00
Verge Soil	£5.25	£6.00	£6.50
Rubble	£8.50	£9.00	£9.50
Soil and Stone	£8.50	£9.50	£10.00
Slate	£8.50	£9.50	£10.00
Tar Cuttings	£8.50	£9.50	£10.00
Reinforced Concrete	£26.00	£27.00	£30.00

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Infrastructure & Environment Roads & Infrastructure			

Road Occupation

Road Opening Permits	£108.00	£108.00	£108.00
Road Occupation Permits	£36.00	£36.00	£40.00
Application to place builder's skip on a road (per month) ²	£36.00	£45.00	£55.00

Ministry of Transport (MOT) ³	£42.50	£42.50	£54.85
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¹excluding delivery - call 01835 825571 for quotation

²10% administration charge will be applied to invoices raised. Skips that remain beyond the approved end date, will incur a further full monthly charge.

³Actual fee charged will depend on type of vehicle

<https://www.gov.uk/getting-an-mot/mot-test-fees>

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SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Infrastructure & Environment Estates Management Services			

Fee for third party requests for property land sales, servitudes, licences and other property agreements	£0.00	£0.00	£600.00
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Fee will be charged in two stages: £300 following the initial enquiry, with the balance at the point of completion of the agreements. In the case of complex transactions, Estates reserves the right to charge a greater fee to reflect the additional work involved.

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SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance Planning & Housing			

Heritage & Conservation

Archaeology

Professional time (per hour)	£77.00	£85.00	£89.00
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Access & Countryside

Books/Leaflets

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

Access Exemption Notices	£105.00	£116.00	£122.00
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Filming on Council Land (per half day)	£368.00	£405.00	£425.00
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Housing

Landlord Registration - Principal Fee ¹	£75.00	£80.00	£82.00
Landlord Registration - Property Fee ¹	£17.00	£18.00	£19.00
Landlord Registration - Late Application Fee ¹	£149.00	£160.00	£164.00
Private Sector Housing Grant - Recording Fee ¹	£80.00	£80.00	£80.00
Private Sector Housing Grant - Admin Fee	£121.00	£121.00	£121.00

Pre-Planning Application Advice Service

Written Response

Type of Development

Local Development (other than housing)	£160.00	£175.00	£210.00
Proposals for 1-2 house/s or flats	£160.00	£175.00	£210.00
Housing developments (3-49 houses)	£365.00	£500.00	£600.00
Major Housing Developments (housing developments more than 49 units or sites over 2 hectares)	£630.00	£1,000.00	£1,200.00
All Other Major Developments	£1,050.00	£1,155.00	£1,502.00
Renewable Energy Projects over 2 hectares	£1,575.00	£2,500.00	£3,250.00

Meeting (per meeting)

Type of Development

Local Development (other than housing)	£420.00	£460.00	£552.00
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Corporate Governance Planning & Housing			
Proposals for 1-2 house/s or flats	£420.00	£460.00	£552.00
Housing developments (3-49 houses)	£670.00	£1,000.00	£1,200.00
Major Housing Developments (housing developments more than 49 units or sites over 2 hectares)	£1,315.00	£2,000.00	£2,400.00
All Other Major Developments	£1,575.00	£1,730.00	£2,249.00
Renewable Energy Projects over 2 hectares	£2,625.00	£3,750.00	£4,500.00
Non-material variations ¹	£200.00	£200.00	£230.00
Compliance with Condition (per request) ^{1&3}	£100.00	£100.00	£115.00
Discharge of Condition (per request) ^{1&3}	£100.00	£100.00	£115.00

SCOTTISH BORDERS COUNCIL FEES & CHARGES Corporate Governance Planning & Housing	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Building Standards Service			
Amendments to warrant for drainage works ¹	£100.00	£150.00	£150.00
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.	£294.00	£325.00	£358.00
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.	£294.00	£325.00	£358.00
Additional inspection to site in relation to the above to check any remedial work required, etc.	£158.00	£175.00	£193.00
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	£294.00	£325.00	£358.00

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance Planning & Housing			

Permit to Use a Temporary Raised Structure

Administration fee for assessment of temporary raised structures – Raised seating structure.	£452.00	£495.00	£545.00
Administration fee for assessment of temporary raised structures – Raised platform or stage greater than 30 m2.	£452.00	£495.00	£545.00
Administration fee for assessment of temporary raised structures - Raised platform or stage less than 30 m2 with an overhead gantry.	£315.00	£345.00	£380.00
Administration fee for assessment of temporary raised structures - Raised platform or stage less than 30 m2 without an overhead gantry.	£210.00	£230.00	£253.00
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		

Safety at Sports Grounds

Administration fee for assessment in respect of a general safety certificate ²	£578.00	£635.00	£667.00
Administration fee for an amendment to a general safety certificate ²	£578.00	£635.00	£667.00
Administration fee for ground capacity assessment (3 yearly)	£578.00	£635.00	£667.00
Letter of confirmation (years 2 & 3)	£288.00	£315.00	£331.00
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.	£578.00	£635.00	£667.00

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Corporate Governance Planning & Housing			

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.)	£394.00	£435.00	£479.00
Additional charge per hour in relation to the above.	£131.00	£145.00	£160.00

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
Fee for Scottish Borders Council administrating works in relation to immediate dangers.	20% of the cost of work plus VAT

Roads Planning

Vehicular Access Consent where Planning Permission is not required. Fees are linked to Planning Application fees.	£300.00	£300.00	£330.00
Road adoption searches	£42.00	£45.00	£47.50
Road adoption searches (extended boundaries). Larger or more complex requests may incur additional charges.	£84.00	£90.00	£95.00

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance Planning & Housing			

Road Construction Consent Site Inspections/Adoptions :

Roads Planning Officer (per hour)	£45.30	£48.89	£50.15
Structural Engineer (per hour)	£62.94	£65.77	£67.39
Street Lighting Technician (per hour)	£42.28	£40.47	£45.59
Mileage Rate (per mile)	£0.45	£0.45	£0.45
Road material testing (per sample)	£50.00	£55.00	£58.00

¹ Fees set by national agency.

² Plus advert costs

³ 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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Adult Services			
Meals at home (per meal)	£3.50	£3.89	£4.10
Freezer Hire	£1.40	£1.60	£1.70
Microwave Hire	£1.12	£1.29	£1.40
Bordercare Alarms (per week)	£5.19	£5.45	£5.70
Residential¹			
Residential Homes in house (per week)	£805.38	£805.38	£805.38
External Residential - Single Min (per week)	£762.62	£825.94	£825.94
External Residential - Shared (per week)	£694.50	£800.94	£800.94
External Nursing - Single Min (per week)	£888.50	£948.59	£948.59
External Nursing - Shared (per week)	£807.10	£923.59	£923.59
Residential Respite - Max (per week)	£554.18	£577.24	£577.24
Enhanced Residential	£825.56	£891.75	£891.75

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.

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SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Education & Children's Services			

School lets - Standard Rate

Assembly Hall - Per Band B Hall per hour ¹	£20.70	£22.80	£23.90
Dining Hall per hour ¹	£12.10	£13.30	£14.00
Library per hour ¹	£12.10	£13.30	£14.00
Classroom per hour ¹	£6.45	£7.10	£7.40
Craft Studio per hour ¹	£12.10	£13.30	£14.00
Community Room per hour ¹	£6.45	£7.10	£0.10
1 Court per hour ^{1,2}	£6.45	£7.10	£8.50
2 Courts per hour ^{1,2}	£12.85	£14.20	£17.00
3 Courts per hour ¹	£19.25	£21.30	£26.00
4 Courts per hour ^{1,2}	£25.70	£28.40	£32.50
Grass Pitch - all (per game up to 2 hours) ¹	£31.85	£35.00	£36.70
Synthetic Pitch (2G) ²	£27.95	£30.75	£40.50
Synthetic Pitch (2G) - Half Pitch ²	£14.00	£15.50	£21.00
Synthetic 2G Pitch - Floodlighting			£11.50
Synthetic 2G Pitch (half) - Floodlighting			£6.50

Discounts

Junior Use entitled to 33% discount

Commercial Rate

Twice Standard rate

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Education & Children's Services			

Early Learning Childcare

Non funded childcare fee per hour ¹	£5.50	£6.05	£6.70
Non funded childcare fee per day (8-10 hours) ¹	£44.00	£48.40	£53.60
Consumables - Out of School Clubs -cost per year(Term time only)	£0.00	£0.00	£190.00
Consumables- Out of School Clubs - cost per day (Holidays only)	£0.00	£0.00	£2.00

School Meals

Primary Schools - Pupil Meal ¹	£2.40	£2.64	£2.90
Primary Schools - Adult Meal ¹	£3.00	£3.30	£3.65
Secondary Schools - Meal Deal ^{1 & 3}	£2.50	£2.50	£3.00

¹ Increase from 21st April 2025

² Rates still under review for 2025/26

³ Individual items also to increase by 20%

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Resilient Communities Customer Services - Registrars			

Marriage and Civil Partnership

Religious/Belief System Marriage ¹	£100.00	£100.00	£100.00
Certificate of No Impediment ¹	£45.00	£45.00	£45.00
Advance Booking Deposit (non-refundable)	£50.00	£50.00	£100.00
Civil Partnership conversion to Marriage by administration route only ¹	£30.00	£45.00	£0.50

Registration Office

Civil Marriage/Civil Partnership Statutory Ceremony (Monday to Thursday) max 4 people ¹	£155.00	£155.00	£155.00
Civil Partnership Registration (no ceremony) (Monday to Friday) max 4 people ¹	£155.00	£155.00	£155.00
Civil Marriage/Civil Partnership (Monday to Friday) ²	£320.00	£339.00	£357.00
Civil Marriage/Civil Partnership (Saturday) ²	£425.00	£453.00	£483.00
Civil Marriage/Civil Partnership (Sunday/Public Holiday & Festive Period) ²	£455.00	£485.00	£518.00

Other Venue

Civil Marriage/Civil Partnership (Monday to Saturday) ²	£425.00	£453.00	£483.00
Civil Marriage/Civil Partnership (Sunday/Public Holiday & Festive Period) ²	£455.00	£485.00	£518.00

Certificates/Extracts

Full extract of Birth, Death, Marriage or Civil Partnership requested at the time of registration ¹	£5.00	£10.00	£10.00
Full extract of Birth, Death, Marriage or Civil Partnership requested 1 month from registration ¹	£5.00	£15.00	£15.00
Family History Research (£15 per hour and part there of) ¹	£15.00	£15.00	£15.00
Priority service	£0.00	£0.00	£10.00
Scotland's People paper print	£3.00	£3.00	£3.00
Postage UK	£1.00	£1.00	£2.00

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Resilient Communities Customer Services - Registrars			
Postage Worldwide	£3.00	£3.00	£3.00

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Resilient Communities Customer Services - Registrars			

Commitment Ceremony - Registration Office or Other Venue

Commitment Ceremony - (Monday -Saturday) ²	£250.00	£277.00	£305.00
Commitment Ceremony - (Sunday/Public Holidays & Festive Period) ²	£350.00	£387.00	£426.00

Vow Renewal or Baby Naming - Registration Office or Other Venue

Non-religious ceremony - (Monday to Saturday) ²	£200.00	£220.00	£242.00
Non-religious ceremony (Sunday/Public Holidays & Festive Period) ²	£250.00	£277.00	£305.00

Citizenship

A Private Ceremony	£80.00	£89.00	£98.00
Blue Badges¹	£20.00	£20.00	£20.00

¹ Fees set by national agency.

² Fee includes a non-refundable deposit of £100.

There may be an additional charge for the hire of some ceremony rooms other than the Registration Office in council buildings

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	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance Environmental Health			

Pest Control

Assessment visit	£0.00	£0.00	£30.00
Eradication (domestic premises) of wasps (2 visits)	£54.00	£59.00	£0.09
Eradication (domestic premises) of ants	£64.00	£70.00	£77.00
Eradication (domestic premises) of insects	£62.00	£68.00	£75.00
Eradication (domestic premises) of rats/mice including re-visit	£80.00	£88.00	£97.00
Eradication (domestic premises) of moles	Individually priced and a quotation provided		
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	£72.00	£79.00	£87.00
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	£113.00	£124.00	£136.00
Eradication (commercial premises non-farm) of wasps (2 visits)	£56.00	£62.00	£68.00
Eradication (commercial premises non-farm) of ants	£75.00	£83.00	£91.00
Eradication (commercial premises non-farm) of insects	£71.00	£78.00	£86.00
Eradication (commercial premises non-farm) of rats/mice ¹ including re-visit	£90.00	£99.00	£109.00
Eradication (commercial premises non-farm) of moles	Individually priced and a quotation provided		
Eradication (commercial premises non-farm) of fleas			
Eradication (commercial premises non-farm) of bed bugs			

Annual contracts for pest control for agricultural & commercial premises are costed individually

Stray Dog Re-Claiming Fee	£120.00	£126.00	£139.00
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SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance			
Environmental Health			

Animal Licensing

Selling Animals as Pets - 3 year licence for renewals from 23/24	£810.00	£891.00	£980.00
Breeding of Animals- Dogs, Cats & Rabbits (1-3 years dependent on risk assessment)	£378.00	£416.00	£458.00
Breeding of Animals- Dogs, Cats & Rabbits - 3 years dependent on risk assessment for renewals	£780.00	£858.00	£944.00
Venison Dealers (3 years)	£154.00	£169.00	£186.00
Riding Establishments (1 year) ²	£126.00	£139.00	£153.00
Dangerous Wild Animals (1 year) ²	£122.00	£134.00	£147.00
Animal Boarding Establishments (1 year)	£205.00	£226.00	£249.00
Zoo (4 years)	£502.00	£552.00	£607.00
Animal Welfare Establishment	£294.00	£323.00	£355.00
Animal Welfare Establishment 3 year licence for renewals based on risk assessment	£610.00	£671.00	£738.00
Rehoming Animals (outwith an animal welfare establishment (25% discount applied for charities)	£354.00	£389.00	£428.00
Rehoming Animals (outwith an animal welfare establishment (25% discount applied for charities)) - 3 year licence for renewals based on risk assessment criteria	£730.00	£803.00	£883.00
Fish Levy (charge is per hour - minimum charge 1 hour)	£77.00	£85.00	£94.00

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance Environmental Health			

Health Certificates (charge is per certificate)

Export Health Certificates (Food)	£77.00	£85.00	£94.00
Additional Charges:			
Attestation	£77.00	£85.00	£94.00
Correction / Re-issue of a Certificate	£26.00	£29.00	£32.00
Copies of a Certificate	£26.00	£29.00	£32.00
Charge for a Certificate issued at point of entry rather than the originating authority.	£92.00	£101.00	£111.00
Request for Country / Region / Product specific Certificate where there is an absence of a DEFRA agreed format.	£101.00	£111.00	£122.00
Certificate of Compliance for Street Trading (3 yearly)	£0.00	£0.00	£94.00
Food Safety / Food Hygiene Section 50 Certificate - Liquor Licence	£0.00	£0.00	£94.00

Public Health Funerals

Recovery of funeral costs under section 50 of the National Assistance Act 1948	£235.00	£259.00	£285.00
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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

Fees are per Schedule 1 of The Removal, Storage and Disposal of Vehicles (Prescribed Sums and Charges etc.) (Scotland) Regulations 2019.			
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<https://www.legislation.gov.uk/ssi/2019/230/schedule/1/made>

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance			
Environmental Health			

Immigration Visa Property Inspections

Visit / Inspection Fee	£84.00	£92.00	£101.00
Revisit Fee	£42.00	£46.00	£51.00
Issue of letter /report	£36.00	£40.00	£44.00

Private Water Supply

Information enquiries - per hour per officer	£60.00	£66.00	£73.00
No access visit fee - per hour per officer	£60.00	£66.00	£73.00
Cancelled sample visit administrative fee - 50% of sample visit fee appropriate to supply classification (max. £46.00)	£42.00	£46.00	£51.00

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

Regulated (Large/Commercial/Public Activity) Supplies

Initial supply sample visit fee ³ - per officer for single property (£66.00 per officer per property for multiple properties)	£84.00	£92.00	£101.00
Subsequent supply sample visit fee ³ - per hour per officer	£60.00	£66.00	£73.00
Supply sample failure notification and investigation fee ³ - per hour per officer	£60.00	£66.00	£73.00
Analysis of monitoring parameters ³	As per laboratory costs		
Additional monitoring	As per laboratory costs		
Laboratory sample transfer - per property sampled	£8.00	£9.00	£10.00
Risk assessment preparatory work ³ - per hour per officer	£60.00	£66.00	£73.00
Risk assessment site visit ³ - per hour per officer	£60.00	£66.00	£73.00
Risk assessment write up & issue of information ³ - per hour per officer	£60.00	£66.00	£73.00
Risk assessment review preparatory work - per hour per officer	£60.00	£66.00	£73.00
Risk assessment review failure investigation - per hour per officer	£60.00	£66.00	£73.00
Risk assessment review 5 yearly update or inadequacy - per hour per officer	£60.00	£66.00	£73.00
Supply Zone Sample Charge- Fee per property where sampled as above (one charge per calendar year)	£0.00	£0.00	£5.50

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance Environmental Health			

The Private Water Supplies (Scotland) Regulations 2006

Type B Supplies (2017 Regulations - Exempt Supplies)

Initial supply sample visit fee ³ - per officer for single property (£66.00 per officer per property for multiple properties)		£92.00	£101.00
Subsequent supply sample visit fee ³ - per hour per officer		£66.00	£73.00
Analysis of monitoring parameters ³	As per laboratory costs		
Additional monitoring ³	As per laboratory costs		
Laboratory sample transfer - per property sampled		£9.00	£10.00
Risk assessment preparatory work ³	£70.00	£70.00	£77.00
Risk assessment site visit & report ³ - per property or supply	£50.00	£50.00	£55.00

Non Statutory

Mains Supplies (2017 Regulations - Exempt Supplies)

Sample visit fee - per hour per officer	£63.00	£69.00	£76.00
Sampling not achieved/no access visit fee - per hour per officer	£63.00	£69.00	£76.00
Analysis of monitoring parameters	As per laboratory costs		
Laboratory sample transfer - per property sampled		£9.00	£10.00

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance			
Environmental Health			

Trading Standards

Weights and Measures Act 1985

Weighing instruments

Not exceeding 15kg	£43.00	£47.00	£52.00
Exceeding 15kg to 100kg	£63.00	£69.00	£76.00
Exceeding 100kg to 250kg	£89.00	£98.00	£108.00

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)	£114.00	£125.00	£138.00
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Charge for the issue of a Calibration Certificate on the accuracy of any weight or measure	£35.00	£39.00	£43.00
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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 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.

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SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance			
Civic Government			

Taxis etc.

The Civic Government (Licensing) Scotland Act 1982 places a requirement on local authorities that all costs associated with the licensing service be met from licensing income.			
Taxi/Private Hire Operator ¹	£711.00	£747.00	£783.00
Taxi/Private Hire Driver (1 year)	£102.00	£107.00	£112.00
Replacement Driver's Badge	£18.00	£20.00	£0.11
Substitute Vehicle	£107.00	£118.00	£124.00
Change of Use from Taxi to Private Hire & Private Hire to Taxi Licence	£78.00	£86.00	£90.00
Taxi Booking Office (3 years)	£258.00	£271.00	£285.00

Licensing of Short Term Lets

Secondary Letting (3 years)			
1-3 Occupants	£300.00	£330.00	£348.00
4-6 Occupants	£335.00	£369.00	£387.00
7+ Occupants	£385.00	£426.00	£447.00
Home Sharing and Home Letting (3 years)			
1-3 Occupants	£275.00	£303.00	£318.00
4-6 Occupants	£305.00	£336.00	£354.00
7+ Occupants	£350.00	£387.00	£405.00
Issue of Duplicate Licence	£36.00	£40.00	£42.00
Variation of Licence/Change in Circumstances/Transfer	£75.00	£83.00	£87.00

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance Civic Government			
Other Licensing:			
Second Hand Dealers (3 years)	£224.00	£246.00	£258.00
Street Traders (3 years)	£251.00	£276.00	£290.00
Street Trader employee (duration of employers licence)	£74.00	£81.00	£85.00
Metal Dealers (3 years)	£288.00	£317.00	£333.00
Itinerant Metal Dealer (3 years)	£288.00	£317.00	£333.00
Indoor Sports Entertainment (3 years)	£188.00	£207.00	£217.00
Late Hours Catering (3 years)	£417.00	£459.00	£482.00
Sex Shops (3 years)	£747.00	£822.00	£863.00
Knife Dealer (3 years)	£288.00	£317.00	£333.00
Skin Piercing and Tattooing (1 year Grant)	£224.00	£246.00	£258.00
Skin Piercing and Tattooing (3 Years renewal)	£224.00	£246.00	£258.00
Ear Piercing Only (1 year grant)	£146.00	£161.00	£169.00
Ear Piercing Only (3 years renewal)	£146.00	£161.00	£169.00

SCOTTISH BORDERS COUNCIL FEES & CHARGES	2023/24 Charge (excl. vat)	2024/25 Charge (excl. vat)	2025/26 Charge (excl. vat)
Corporate Governance Civic Government			
Public Entertainment:			
Commercial (3 years)	£651.00	£716.00	£752.00
Commercial (1 year)	£219.00	£241.00	£253.00
Commercial Funfair (temporary):			
1-5 stalls	£60.00	£66.00	£69.00
6-20 stalls	£188.00	£207.00	£217.00
21 or more stalls	£373.00	£410.00	£431.00
Non-commercial (3 years)	£188.00	£207.00	£217.00
Non-commercial (1 year)	£65.00	£72.00	£76.00
Non-commercial (temporary)	£47.00	£52.00	£55.00
Other temporary licences	£96.00	£106.00	£111.00
General			
Application for Material Change	£38.00	£42.00	£44.00
Issue of Duplicate Licence	£37.00	£41.00	£43.00
Certified true copy of entry in register	£37.00	£41.00	£43.00
Miscellaneous Licensing:			
Cinemas – Annual	£337.00	£371.00	£390.00
Residential Caravan Sites	£689.00	£758.00	£796.00
Houses in Multiple Occupation (HMO) (3 years)	£657.00	£723.00	£759.00
Democratic Services			
Property Clearance Certificates	£92.00	£101.00	£106.00
Street Naming	£179.00	£197.00	£207.00
Property Numbering	£87.00	£96.00	£101.00
Property Re-naming	£87.00	£96.00	£101.00

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

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