

## Fees and Charges

Section 3 of the Localism Act 2011 and Section 93 of the Local Government Act set out the **general legal framework regarding charging for services**, albeit that various other specific legal provisions and local policy objectives may also influence or dictate the level of fees or income to be generated.

**Statutory Fees and Charges** are charging structures set by relevant national bodies, usually with regulatory responsibility for the service which must be adhered to.

The proposed **Discretionary Fees and Charges** for 2023/24 are detailed in the document below. Discretionary Fees and Charges largely fall into the following categories:

- **Cost Recovery** - a fee or charge levied to ensure the cost of the service provided is fully recovered,
- **Subsidised** - where the County Council has decided to subsidise a service when setting the related fees and charges.

Generally, the County Council increases its fees and charges by the published September Retail Price Index (RPI) rate; in-line with the County Council's policy to budget for cost inflation. However, detailed reviews of services and prices have been undertaken which

Some prices have been rounded to the nearest largest denominator (either in pence or pound - dependent on the service and value). This may have resulted in some small % variations.

All changes will be implemented from **1st April 2023**, unless otherwise stated.

A full list of the West Sussex Fees and Charges for 2023/24 will be published separately on the County Council's website in April.

### Adult's Services Fees and Charges

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Adult Services	Meeting Space Letting: Small Room (1)	Hour	8.80	8.80	Exempt (0%)	<b>9.50</b>	<b>9.50</b>	8.0%	Cost Recovery
Adult Services	Meeting Space Letting: Medium Room (1)	Hour	11.70	11.70	Exempt (0%)	<b>12.50</b>	<b>12.50</b>	6.8%	Cost Recovery
Adult Services	Meeting Space Letting: Large Room (1)	Hour	14.70	14.70	Exempt (0%)	<b>15.50</b>	<b>15.50</b>	5.4%	Cost Recovery
Adult Services	Care Act 2014: Support Brokerage	One-off Discretionary Fee	187.10	187.10	Non-Business (0%)	<b>195.00</b>	<b>195.00</b>	4.2%	Cost Recovery
Adult Services	Care Act 2014: Support Brokerage	Review Request	187.10	187.10	Non-Business (0%)	<b>195.00</b>	<b>195.00</b>	4.2%	Cost Recovery
Adult Services	Care Act 2014: Support Brokerage	Weekly Administration Fee	6.00	6.00	Non-Business (0%)	<b>6.00</b>	<b>6.00</b>	0.0%	Cost Recovery
Adult Services	Care Act 2014: Deferred Payment Agreements	Set-up, One-off Fee	593.30	593.30	Non-Business (0%)	<b>615.00</b>	<b>615.00</b>	3.7%	Cost Recovery
Adult Services	Care Act 2014: Deferred Payment Agreements	Property Evaluation - One-off Fee	299.60	299.60	Non-Business (0%)	<b>299.60</b>	<b>299.60</b>	0.0%	Cost Recovery
Adult Services	Care Act 2014: Deferred Payment Agreements	Weekly Administration Fee	8.60	8.60	Non-Business (0%)	<b>8.90</b>	<b>8.90</b>	3.5%	Cost Recovery

1) Meeting Space Letting: the full charge only applies when the use of the room is unrelated to Adult Services. If use is mixed including Adults' services, then the charge is set at 50%

**Education and Skills Fees and Charges**

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Education & Skills	Services For Schools: Range of Review and Consultancy Services	Various	Various	Various	Non-Business (0%)	Various	Various	4.0%	Cost Recovery
Education & Skills	Services For Schools: Range of Professional Learning and Development Courses	Various	Various	Various	Non-Business (0%)	Various	Various	4.0%	Cost Recovery
Education & Skills	Services For Schools: Products and Services for Children (e.g. Careers Team West Sussex/ Duke of Edinburgh)	School	Various	Various	Outside scope (0%)	Various	Various	4.0%	Cost Recovery
Education & Skills	Schools SLA: Governor Services: Training and Support for School Governing Bodies	Lump Sum Based on Total Pupil Numbers. Less than <150 pupils	1,145.00	1,145.00	Exempt (0%)	<b>1,191.00</b>	<b>1,191.00</b>	4.0%	Cost Recovery
Education & Skills	Schools SLA: Governor Services: Training and Support for School Governing Bodies	Lump Sum Based on Total Pupil Number. >150 or more, but less than <500 pupils.	1,258.00	1,258.00	Exempt (0%)	<b>1,308.00</b>	<b>1,308.00</b>	4.0%	Cost Recovery
Education & Skills	Schools SLA: Governor Services: Training and Support for School Governing Bodies	Lump Sum Based on Total Pupil Numbers: >500 or more; but less than <850 pupils	1,491.00	1,491.00	Exempt (0%)	<b>1,551.00</b>	<b>1,551.00</b>	4.0%	Cost Recovery
Education & Skills	Schools SLA: Governor Services: Training and Support for School Governing Bodies	Lump Sum Based on Total Pupil Numbers: >850 pupils or more.	1,605.00	1,605.00	Exempt (0%)	<b>1,669.00</b>	<b>1,669.00</b>	4.0%	Cost Recovery
Education & Skills	Schools SLA: Outdoor Education: Charge to Academies, Further Education Colleges, etc.	Pupil	1.52	1.52	Exempt (0%)	<b>1.60</b>	<b>1.60</b>	5.3%	Cost Recovery
Education & Skills	Schools SLA: Sickness Maternity Scheme - Secondary School Teacher	Weighted Pupil Numbers	53.60	53.60	Non-Business (0%)	<b>61.00</b>	<b>61.00</b>	13.8%	Cost Recovery
Education & Skills	Schools SLA: Sickness Maternity Scheme - Primary School Teacher	Weighted Pupil Numbers	42.00	42.00	Non-Business (0%)	<b>43.00</b>	<b>43.00</b>	2.4%	Cost Recovery
Education & Skills	Schools SLA: Sickness Maternity Scheme -Nursery / Planned Places - Teacher	Weighted Pupil Numbers	48.25	48.25	Non-Business (0%)	<b>50.00</b>	<b>50.00</b>	3.6%	Cost Recovery
Education & Skills	Schools SLA: Sickness Maternity Scheme - Special School Teachers	Weighted Pupil Numbers	195.00	195.00	Non-Business (0%)	<b>201.00</b>	<b>201.00</b>	3.1%	Cost Recovery
Education & Skills	Schools SLA: Sickness Maternity Scheme - NJC Grades 3/4	Flat rate, pro-rated for hours	N/A	N/A	Non-Business (0%)	<b>6.50</b>	<b>6.50</b>	NEW	Cost Recovery
Education & Skills	Schools SLA: Sickness Maternity Scheme - NJC Grades 5/6	Flat rate, pro-rated for hours	N/A	N/A	Non-Business (0%)	<b>7.20</b>	<b>7.20</b>	NEW	Cost Recovery
Education & Skills	Schools SLA: Sickness Maternity Scheme - NJC Grades 7/8	Flat rate, pro-rated for hours	N/A	N/A	Non-Business (0%)	<b>7.90</b>	<b>7.90</b>	NEW	Cost Recovery
Education & Skills	Schools SLA: Sickness Maternity Scheme - NJC Grades 9/10	Flat rate, pro-rated for hours	N/A	N/A	Non-Business (0%)	<b>8.60</b>	<b>8.60</b>	NEW	Cost Recovery
Education & Skills	Schools SLA: Schools' Information Services and Financial Management System (Bromcom)	School	Various	Various	Non-Business (0%)	Various	Various	4.0%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Education & Skills	Schools SLA: Charge Per Pupil For Data Analyses to Support School Improvement Planning NCER	Lump Sum According to School Size Plus Sum Per Pupil: Infant Mainstream School	LA schools - £0.50p per pupil (£0.39p +0.11p)	LA schools - £0.50p per pupil (£0.39p +0.11p)	Outside Scope (0%)	Pass through contract costs when known	Pass through contract costs when known	N/A	Cost Recovery
Education & Skills	Schools SLA: Charge Per Pupil For Data Analyses to Support School Improvement Planning NCER	Lump Sum According to School Size Plus Sum Per Pupil: Infant Academy School	LA schools - £0.50p per pupil (£0.39p +0.11p)	LA schools - £0.50p per pupil (£0.39p +0.11p)	Standard Rated (20%)	Pass through contract costs when known	Pass through contract costs when known	N/A	Cost Recovery
Education & Skills	Schools SLA: Subscriptions for Pupil Data Analyses to Support School Improvement Planning FFT	Lump Sum According to School Size Plus Sum Per Pupil: Infant	£50 School Rate + £0.40Per Pupil	£50 School Rate + £0.40Per Pupil	Outside scope (0%)	Pass through contract costs when known	Pass through contract costs when known	N/A	Cost Recovery
Education & Skills	Schools SLA: Subscriptions for Pupil Data Analyses to Support School Improvement Planning FFT (Academies)	Lump Sum According to School Size Plus Sum Per Pupil: Infant	£60 School Rate + £0.40Per Pupil	£60 School Rate + £0.40Per Pupil	Standard Rated (20%)	Pass through contract costs when known	Pass through contract costs when known	N/A	Cost Recovery
Education & Skills	Schools SLA: Subscriptions for Pupil Data Analyses to Support School Improvement Planning FFT	Lump Sum According to School Size Plus Sum Per Pupil: Primary	£65 School Rate + £0.40 Per Pupil	£65 School Rate + £0.40 Per Pupil	Outside scope (0%)	Pass through contract costs when known	Pass through contract costs when known	N/A	Cost Recovery
Education & Skills	Schools SLA: Subscriptions for Pupil Data Analyses to Support School Improvement Planning FFT (Academies)	Lump Sum According to School Size Plus Sum Per Pupil: Primary	£70 School Rate + £0.39 Per Pupil	£70 School Rate + £0.39 Per Pupil	Outside scope (0%)	Pass through contract costs when known	Pass through contract costs when known	N/A	Cost Recovery
Education & Skills	Schools SLA: Subscriptions for Pupil Data Analyses to Support School Improvement Planning FFT - Academy Administration	Lump Sum According to School Size Plus Sum Per Pupil: Secondary	Various	Various	Standard Rated (20%)	Pass through contract costs when known	Pass through contract costs when known	N/A	Cost Recovery
Education & Skills	Schools SLA: Subscriptions for Pupil Data Analyses to Support School Improvement Planning FFT	Lump Sum According to School Size Plus Sum Per Pupil: Secondary	£470 School Rate + £0.40 Per Pupil	£470 School Rate + £0.40 Per Pupil	Outside scope (0%)	Pass through contract costs when known	Pass through contract costs when known	N/A	Cost Recovery
Education & Skills	Schools SLA: Subscriptions for Pupil Data Analyses to Support School Improvement Planning FFT (Academies)	Lump Sum According to School Size Plus Sum Per Pupil: Secondary	£470 School Rate + £0.40 Per Pupil	£470 School Rate + £0.40 Per Pupil	Standard Rated (20%)	Pass through contract costs when known	Pass through contract costs when known	N/A	Cost Recovery
Education & Skills	Schools SLA: Safe Digital Life	School	299.00	299.00	Outside Scope (0%)	299.00	299.00	0.0%	Cost Recovery
Education & Skills	Schools SLA: Safe Digital Life (Academies and Free Schools)	School	299.00	358.80	Standard Rated (20%)	299.00	358.80	0.0%	Cost Recovery
Education & Skills	Schools SLA: Employment Support Services	School, Per Annum	Various	Various	Non-Business (0%)	Various	Various	4.0%	Cost Recovery
Education & Skills	Schools SLA: Health and Safety	Per School and Per Pupil	Various	Various	Non-Business (0%)	Various	Various	4.0%	Cost Recovery
Education & Skills	School SLA: Health and Safety - Pay As You Go	Item	Various	Various	Non-Business (0%)	Various	Various	4.0%	Cost Recovery
Education & Skills	Charges to Schools for Services Provided in Converting to Academy Status	School	8,000.00	8,000.00	Exempt (0%)	8,000.00	8,000.00	0.0%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Education & Skills	Home to School Transport: Primary School Children Living Within Walking Distance	Year	308.00	308.00	Non-Business (0%)	<b>350.00</b>	<b>350.00</b>	13.6%	Cost Recovery
Education & Skills	Home to School Transport: Primary School Children Living Beyond Walking Distance	Year	350.00	350.00	Non-Business (0%)	<b>378.00</b>	<b>378.00</b>	8.0%	Cost Recovery
Education & Skills	Home to School Transport: Secondary School Children Living Within Walking Distance	Year	448.00	448.00	Non-Business (0%)	<b>518.00</b>	<b>518.00</b>	15.6%	Cost Recovery
Education & Skills	Home to School Transport: Secondary School Children Living Beyond Walking Distance	Year	504.00	504.00	Non-Business (0%)	<b>546.00</b>	<b>546.00</b>	8.3%	Cost Recovery
Education & Skills	Home to School Transport: Post 16 Students (Concessionary and Special Educational Needs)	Year	700.00	700.00	Non-Business (0%)	<b>770.00</b>	<b>770.00</b>	10.0%	Cost Recovery
Education & Skills	Early Years Training: Webinar 1 -2 Hours.	Training Attendee	16.00	16.00	Exempt (0%)	<b>17.00</b>	<b>17.00</b>	6.3%	Cost Recovery
Education & Skills	Early Years Training: Webinar or Face to Face - Half Day	Training Attendee	26.00	26.00	Exempt (0%)	<b>27.00</b>	<b>27.00</b>	3.8%	Cost Recovery
Education & Skills	Early Years Training: Webinar or Face to Face - Full Day	Training Attendee	52.00	52.00	Exempt (0%)	<b>54.00</b>	<b>54.00</b>	3.8%	Cost Recovery
Education & Skills	Early Years Training: Online Course - Log In	Training Attendee	10.00	10.00	Exempt (0%)	<b>10.00</b>	<b>10.00</b>	0.0%	Cost Recovery
Education & Skills	Early Years Training: Conference - Face to Face	Training Attendee	79.00	79.00	Exempt (0%)	<b>82.00</b>	<b>82.00</b>	4.0%	Cost Recovery
Education & Skills	Early Years Training: Paediatric First Aid - Full 12 Hour Course	Training Attendee	80.00	80.00	Exempt (0%)	<b>83.00</b>	<b>83.00</b>	4.0%	Cost Recovery

### Catering Services Fees and Charges

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Catering Service	Schools SLA: Catering Support Services (Nursery)	Nursery	413.00	413.00	Outside Scope (0%)	<b>430.00</b>	<b>430.00</b>	4.0%	Cost Recovery
Catering Service	Schools SLA: Catering Support Services (Primary)	School	780.00	780.00	Outside Scope (0%)	<b>811.00</b>	<b>811.00</b>	4.0%	Cost Recovery
Catering Service	Schools SLA: Catering Support Services (Secondary/ Special)	School	870.00	870.00	Outside Scope (0%)	<b>905.00</b>	<b>905.00</b>	4.0%	Cost Recovery
Catering Service	Schools SLA: Catering Support Services (Primary Academies/ Free School)	School	780.00	936.00	Standard Rated (20%)	<b>811.00</b>	<b>973.20</b>	4.0%	Cost Recovery
Catering Service	Schools SLA: Catering Support Services (Secondary / Special Academies and Free Schools)	School	870.00	1,044.00	Standard Rated (20%)	<b>905.00</b>	<b>1,086.00</b>	4.0%	Cost Recovery
Catering Service	Schools SLA: Delivery of a School Meals Service (Primary Schools - DIH Easy Lunch only)	FSM Headcount	15.74	15.74	Outside Scope (0%)	<b>15.50</b>	<b>15.50</b>	-1.5%	Cost Recovery
Catering Service	Schools SLA: Delivery of a School Meals Service (Primary Schools - DIH Easy Lunch only) Academies	FSM Headcount	15.74	15.74	Standard Rated (20%)	<b>15.50</b>	<b>18.60</b>	-1.5%	Cost Recovery
Catering Service	Schools SLA: Delivery of a School Meals Service (Primary Schools)	FSM Headcount	64.07	64.07	Outside Scope (0%)	<b>60.40</b>	<b>60.40</b>	-5.7%	Cost Recovery
Catering Service	Schools SLA: Delivery of a School Meals Service (Primary Schools - Academies and Free Schools)	FSM Headcount	64.07	76.88	Standard Rated (20%)	<b>60.40</b>	<b>72.48</b>	-5.7%	Cost Recovery
Catering Service	Schools SLA: Delivery of a School Meals Service (Special Schools)	FSM Headcount	Various	Various	Outside Scope (0%)	<b>Various</b>	<b>Various</b>	4.0%	Cost Recovery
Catering Service	Schools SLA: Free School Meals (FSM) Eligibility Assessment (Academies and Free Schools)	School Headcount	0.53	0.64	Standard Rated (20%)	<b>0.55</b>	<b>0.66</b>	3.8%	Cost Recovery

### Legal Services Fees and Charges

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Legal Services	Fee to Copy a Common Land or Town or Village Green Register Entry	Copy	24.98	24.98	Non-Business (0%)	<b>28.00</b>	<b>28.00</b>	12.1%	Cost Recovery
Legal Services	Fee for the Supply of a Definitive Map/Statement Extract	Copy	11.94	11.94	Non-Business (0%)	<b>13.00</b>	<b>13.00</b>	8.9%	Cost Recovery
Legal Services	Fee for Copy Orders/Agreements	Copy	6.52	6.52	Non-Business (0%)	<b>7.00</b>	<b>7.00</b>	7.4%	Cost Recovery
Legal Services	Fee for Other Copying	Copy	1.09	1.09	Non-Business (0%)	<b>1.20</b>	<b>1.20</b>	10.1%	Cost Recovery
Legal Services	Fee to process a Highways or CROW Act Landowner Deposit	Deposit	426.84	426.84	Non-Business (0%)	<b>481.00</b>	<b>481.00</b>	12.6%	Cost Recovery
Legal Services	Fee to Process a Corrective Application Made under the Commons Act 2006	Course	898.12	898.12	Non-Business (0%)	<b>1,011.00</b>	<b>1,011.00</b>	12.6%	Cost Recovery
Legal Services	Legal Agreements Linked to S106 Contributions	Hour	208.51	208.51	Non-Business (0%)	<b>235.00</b>	<b>235.00</b>	12.6%	Cost Recovery
Legal Services	Highway Agreement Works	Hour	208.51	208.51	Non-Business (0%)	<b>235.00</b>	<b>235.00</b>	12.6%	Cost Recovery
Legal Services	Schools SLA: Legal Services	Item	Various	Various	Non-Business (0%)	<b>Various</b>	<b>Various</b>	4.0%	Cost Recovery

### Trading Standards Fees and Charges

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Trading Standards	Weights and Measures Act 1985 - Inspector of Weights & Measures	Hour	78.33	94.00	Standard Rated (20%)	<b>88.20</b>	<b>105.80</b>	12.6%	Cost Recovery
Trading Standards	Weights and Measures Act 1985 - Support Officer	Hour	50.00	60.00	Standard Rated (20%)	<b>56.30</b>	<b>67.60</b>	12.6%	Cost Recovery
Trading Standards	Hourly Charge For Demand Led Discretionary Business Support Services	Hour	78.33	94.00	Standard Rated (20%)	<b>88.20</b>	<b>105.80</b>	12.6%	Cost Recovery
Trading Standards	Variation of Licence - Other Than Name or Address	Hour	78.33	94.00	Standard Rated (20%)	<b>88.20</b>	<b>105.80</b>	12.6%	Cost Recovery

**Property Services Fees and Charges**

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Property Services	Schools SLA: Tree Inspection Service (Small) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	35.00	35.00	Non-Business (0%)	<b>171.00</b>	<b>171.00</b>	388.6%	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections (Small) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	173.00	173.00	Non-Business (0%)	<b>202.00</b>	<b>202.00</b>	16.8%	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Small) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	91.00	91.00	Non-Business (0%)	<b>201.00</b>	<b>201.00</b>	120.9%	Cost Recovery
Property Services	Schools SLA: Tree Inspection Service (Medium) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	59.00	59.00	Non-Business (0%)	<b>220.00</b>	<b>220.00</b>	272.9%	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections (Medium) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	230.00	230.00	Non-Business (0%)	<b>223.00</b>	<b>223.00</b>	-3.0%	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Medium) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	118.00	118.00	Non-Business (0%)	<b>234.00</b>	<b>234.00</b>	98.3%	Cost Recovery
Property Services	Schools SLA: Tree Inspection Service (Large) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	94.00	94.00	Non-Business (0%)	<b>229.00</b>	<b>229.00</b>	143.6%	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections (Large) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	288.00	288.00	Non-Business (0%)	<b>244.00</b>	<b>244.00</b>	-15.3%	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Large) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	136.00	136.00	Non-Business (0%)	<b>317.00</b>	<b>317.00</b>	133.1%	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Small) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	513.00	513.00	Non-Business (0%)	<b>578.00</b>	<b>578.00</b>	12.7%	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Medium) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	663.00	663.00	Non-Business (0%)	<b>794.00</b>	<b>794.00</b>	19.8%	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Large) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	1,000.00	1,000.00	Non-Business (0%)	<b>1,050.00</b>	<b>1,050.00</b>	5.0%	Cost Recovery
Property Services	Schools SLA: Funding Bid Application Support (S/M/L) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	Various	Various	Non-Business (0%)	<b>Various</b>	<b>Various</b>	4.0%	Cost Recovery
Property Services	Schools SLA: Swimming Pool Management (S/M/L) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	-	-	Non-Business (0%)	<b>270.00</b>	<b>270.00</b>	NEW	Cost Recovery
Property Services	School SLA: Swimming Pool Management (S/M/L) Nursery, Primary, Secondary & Special Schools-Seasonal	Service Level Agreement	-	-	Non-Business (0%)	<b>439.00</b>	<b>439.00</b>	NEW	Cost Recovery
Property Services	School SLA: Recruitment Support (S/M/L Nursery, Primary, Secondary & Special Schools	Service Level Agreement	576.00	576.00	Non-Business (0%)	<b>709.00</b>	<b>709.00</b>	23.1%	Cost Recovery
Property Services	Schools SLA: Core SLA subscription (S/M/L) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	804.00	804.00	Non-Business (0%)	<b>948.00</b>	<b>948.00</b>	17.9%	Cost Recovery

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Property Services	Schools SLA: Tree Inspection Service (Small) Primary Academy & Secondary Academy	Service Level Agreement	35.00	42.00	Standard Rated (20%)	<b>171.00</b>	<b>205.20</b>	388.6%	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections (Small) Primary Academy & Secondary Academy	Service Level Agreement	173.00	207.60	Standard Rated (20%)	<b>202.00</b>	<b>242.40</b>	16.8%	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Small) Primary Academy & Secondary Academy	Service Level Agreement	91.00	109.20	Standard Rated (20%)	<b>201.00</b>	<b>241.20</b>	120.9%	Cost Recovery
Property Services	Schools SLA: Tree Inspection Service (Medium) Primary Academy & Secondary Academy	Service Level Agreement	59.00	70.80	Standard Rated (20%)	<b>220.00</b>	<b>264.00</b>	272.9%	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections (Medium) Primary Academy & Secondary Academy	Service Level Agreement	230.00	276.00	Standard Rated (20%)	<b>223.00</b>	<b>267.60</b>	-3.0%	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Medium) Primary Academy & Secondary Academy	Service Level Agreement	118.00	141.60	Standard Rated (20%)	<b>234.00</b>	<b>280.80</b>	98.3%	Cost Recovery
Property Services	Schools SLA: Tree Inspection Service (Large) Primary Academy & Secondary Academy	Service Level Agreement	94.00	112.80	Standard Rated (20%)	<b>229.00</b>	<b>274.80</b>	143.6%	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections (Large) Primary Academy & Secondary Academy	Service Level Agreement	288.00	345.60	Standard Rated (20%)	<b>244.00</b>	<b>292.80</b>	-15.3%	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Large) Primary Academy & Secondary Academy	Service Level Agreement	136.00	163.20	Standard Rated (20%)	<b>317.00</b>	<b>380.40</b>	133.1%	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Small) Primary Academy & Secondary Academy	Service Level Agreement	513.00	615.60	Standard Rated (20%)	<b>578.00</b>	<b>693.60</b>	12.7%	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Medium) Primary Academy & Secondary Academy	Service Level Agreement	663.00	795.60	Standard Rated (20%)	<b>794.00</b>	<b>952.80</b>	19.8%	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Large) Primary Academy & Secondary Academy	Service Level Agreement	1,000.00	1,200.00	Standard Rated (20%)	<b>1,050.00</b>	<b>1,260.00</b>	5.0%	Cost Recovery
Property Services	Schools SLA: Funding Bid Application Support (S/M/L) Primary Academy & Secondary Academy	Service Level Agreement	91.00	109.20	Standard Rated (20%)	<b>Various</b>	<b>Various</b>	N/A	Cost Recovery
Property Services	Schools SLA: Swimming Pool Management (S/M/L) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	-	-	Standard Rated (20%)	<b>270.00</b>	<b>324.00</b>	NEW	Cost Recovery
Property Services	School SLA: Swimming Pool Management (S/M/L) Nursery, Primary, Secondary & Special Schools-Seasonal	Service Level Agreement	-	-	Standard Rated (20%)	<b>439.00</b>	<b>526.80</b>	NEW	Cost Recovery
Property Services	Schools SLA: Recruitment Support (S/M/L) Primary Academy & Secondary Academy	Service Level Agreement	576.00	691.20	Standard Rated (20%)	<b>709.00</b>	<b>850.80</b>	23.1%	Cost Recovery
Property Services	Schools SLA: Core SLA subscription (S/M/L) Primary Academy & Secondary Academy	Service Level Agreement	804.00	964.80	Standard Rated (20%)	<b>948.00</b>	<b>1,137.60</b>	17.9%	Cost Recovery



**Planning Fees and Charges**

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Planning Services	Implementation S38 & S278 Highway Agreements	Agreement	Various	0.00	Non-Business (0%)	Various	Various	12.6%	Cost Recovery
Planning Services	Monitoring and Records Local Land Charge Fees	Search	22.00	26.40	Standard Rated (20%)	26.00	31.20	18.2%	Cost Recovery
Planning Services	Monitoring and Records Local Land Charge Search Follow-up	Request	Various	Various	Standard Rated (20%)	Various	Various	20.6%	Cost Recovery
Planning Services	Monitoring and Records Highway Boundaries Information	Request	Various	Various	Standard Rated (20%)	Various	Various	20.6%	Cost Recovery
Planning Services	Monitoring and Records S106 Agreement Enquiries	Hour	50.00	60.00	Standard Rated (20%)	60.00	72.00	20.0%	Cost Recovery
Planning Services	Planning and Transport Policy Access to traffic modelling	Request	Various	Various	Standard Rated (20%)	Various	Various	0.0%	Cost Recovery
Planning Services	Planning and Transport Policy Copies of Highway Scheme Plans	Plan	Various	Various	Standard Rated (20%)	Various	Various	0.0%	Cost Recovery
Planning Services	Highways Development Management Pre-application Advice Fees	Written Response or Meeting/Site Visit & Written Response	Various	Various	Standard Rated (20%)	Various	Various	22.7%	Cost Recovery
Planning Services	Monitoring and Records Monitoring of S106 Contributions	Per Trigger	200.00	200.00	Outside Scope (0%)	240.00	240.00	20.0%	Cost Recovery
Planning Services	Monitoring and Records Highway Boundaries – Bespoke Enquiries	Hour	50.00	60.00	Standard Rated (20%)	60.00	72.00	20.0%	Cost Recovery
Planning Services	County Planning Pre-application Advice Fees	Meeting or Site Visit and Written Response, or Written Response Only	Various	Various	Standard Rated (20%)	Various	Various	17.2%	Cost Recovery
Planning Services	Environment & Heritage Historic Environment Record - Searches	Householder Search	95.00	114.00	Standard Rated (20%)	115.00	138.00	21.1%	Cost Recovery
Planning Services	Environment & Heritage Historic Environment Record - Searches	Standard Search	158.00	189.60	Standard Rated (20%)	190.00	228.00	20.3%	Cost Recovery
Planning Services	Environment & Heritage Historic Environment Record - Searches	Priority Search	252.00	302.40	Standard Rated (20%)	300.00	360.00	19.0%	Cost Recovery
Planning Services	Environment & Heritage Historic Environment Record - Searches	Statutory Undertaker Standard Search	164.00	196.80	Standard Rated (20%)	195.00	234.00	18.9%	Cost Recovery
Planning Services	Environment & Heritage Historic Environment Record - Searches	Statutory Undertaker Priority Search	338.00	405.60	Standard Rated (20%)	405.00	486.00	19.8%	Cost Recovery
Planning Services	Environment & Heritage Advice and Support to Statutory Undertakers	Hours	87.00	104.40	Standard Rated (20%)	105.00	126.00	20.7%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Planning Services	Environment & Heritage Pre-application Advice Fees	Written Response or Meeting/Site Visit & Written Response	Various	Various	Standard Rated (20%)	Various	Various	20.0%	Cost Recovery
Planning Services	Environment & Heritage Contribution by District and Borough Councils to maintenance of the HER	Annual Fee	3,000.00	3,000.00	Non-Business (0%)	3,000.00	3,000.00	0.0%	Cost Recovery
Planning Services	Flood Risk Management Pre-application Advice Fees	Hectares of development - banded	Various	Various	Standard Rated (20%)	Various	Various	22.7%	Cost Recovery

#### **Countryside Rights of Way Fees and Charges**

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Countryside Facilities	Rental of Land and Fishing Rights	Agreement	Various	Various	Exempt (0%)	Various	Various	12.6%	Cost Recovery
Countryside Services	Family Bushcraft	Per Family	67.30	67.30	Exempt (0%)	75.80	75.80	12.6%	Cost Recovery
Countryside Services	All Guided Walks/ Night Hike/ Food For Free With/ Without Hot Drink	Per Person	6.90	6.90	Exempt (0%)	7.80	7.80	13.0%	Cost Recovery
Countryside Services	Craft Events e.g. Christmas Wreaths (Includes Materials/Drinks)	Per Person	22.60	22.60	Exempt (0%)	25.40	25.40	12.4%	Cost Recovery
Countryside Services	Hire of Buchan Country Park Countryside Centre with Refreshments Hourly Charge (All Potential Bookings Must Be Checked & Agreed With the Duty Ranger)	Per Hour (minimum 2-hour Charge)	22.60	22.60	Exempt (0%)	25.40	25.40	12.4%	Cost Recovery
Countryside Services	Schools and Hire of Forest School Area (Per Child)	Per Child	2.30	2.30	Exempt (0%)	2.60	2.60	13.0%	Cost Recovery
Countryside Services	Licence Fee for Access Across or on to COUNCIL Land	Application	Various	Various	Non-Business (0%)	Various	Various	12.6%	Cost Recovery
Rights of Way	Unopposed Public Path Orders Administrative Fees	Order	2,438.90	2,438.90	Non-Business (0%)	2,746.00	2,746.00	12.6%	Cost Recovery
Rights of Way	Opposed Public Path Orders Administrative Fees - Legal and Case Officer Support to Public Inquiry (In addition to the fee stated as "Unopposed Public Path Order").	Order	1,379.40	1,379.40	Non-Business (0%)	1,553.00	1,553.00	12.6%	Cost Recovery
Rights of Way	Un/Opposed Public Path Orders Administrative Fees - Additional Order(s) - In addition to the fee stated as "Unopposed Public Path Order" & "Opposed Public Path Order" fee as applicable)	Order	424.80	424.80	Non-Business (0%)	478.00	478.00	12.6%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Rights of Way	Public Path Orders Administrative Fees - Temporary Traffic Regulation Order (Path Closure) (21 days emergency/ unplanned orders)	Path Order	583.20	583.20	Non-Business (0%)	<b>657.00</b>	<b>657.00</b>	12.6%	Cost Recovery
Rights of Way	Public Path Orders Administrative Fees - Temporary Traffic Regulation Order (Path Closure) (5 days planned works orders)	Path Order	583.20	583.20	Non-Business (0%)	<b>657.00</b>	<b>657.00</b>	12.6%	Cost Recovery
Rights of Way	Hoarding Application	m2 per 6 weeks	28.30	28.30	Non-Business (0%)	<b>31.90</b>	<b>31.90</b>	12.6%	Cost Recovery

#### Waste Fees and Charges

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Waste Recycling & Disposal	Co-mingled Recyclate	Tonne	112.50	135.00	Standard Rated (20%)	<b>126.70</b>	<b>152.04</b>	12.6%	Cost Recovery
Waste Recycling & Disposal	Trade Waste Disposal	Tonne	157.50	189.00	Standard Rated (20%)	<b>177.30</b>	<b>212.76</b>	12.6%	Cost Recovery
Waste Recycling & Disposal	Green Waste Disposal	Tonne	65.83	79.00	Standard Rated (20%)	<b>74.10</b>	<b>88.92</b>	12.6%	Cost Recovery
Waste Recycling & Disposal	WEEE Category A Recycling	Tonne	154.17	185.00	Standard Rated (20%)	<b>173.60</b>	<b>208.32</b>	12.6%	Cost Recovery
Waste Recycling & Disposal	WEEE Category B Recycling	Tonne	431.67	518.00	Standard Rated (20%)	<b>486.10</b>	<b>583.32</b>	12.6%	Cost Recovery
Waste Recycling & Disposal	WEEE Category C Recycling	Tonne	431.67	518.00	Standard Rated (20%)	<b>486.10</b>	<b>583.32</b>	12.6%	Cost Recovery
Waste Recycling & Disposal	WEEE Category D Recycling	Tonne	431.67	518.00	Standard Rated (20%)	<b>486.10</b>	<b>583.32</b>	12.6%	Cost Recovery
Waste Recycling & Disposal	WEEE Category E Recycling	Tonne	154.17	185.00	Standard Rated (20%)	<b>173.60</b>	<b>208.32</b>	12.6%	Cost Recovery
Waste Recycling & Disposal	Single Stream Recyclate	Tonne	13.33	16.00	Standard Rated (20%)	<b>15.00</b>	<b>18.00</b>	12.6%	Cost Recovery
Waste Recycling & Disposal	Motor Vehicle Tyre Disposal	Tyre	4.38	5.25	Standard Rated (20%)	<b>4.90</b>	<b>5.88</b>	12.0%	Cost Recovery
Waste Recycling & Disposal	Trade Waste Mattress Disposal	Mattress	13.12	15.75	Standard Rated (20%)	<b>14.80</b>	<b>17.75</b>	12.8%	Cost Recovery

**Energy Fees and Charges**

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Energy Services	School SLA: Schools Display Energy Certificates	Per Certificate	59.00	59.00	Non-Business (0%)	<b>59.00</b>	<b>59.00</b>	0.0%	Cost Recovery
Energy Services	School SLA: Schools Display Energy Certificates - Academy	Per Certificate	59.00	70.80	Standard Rated (20%)	<b>59.00</b>	<b>70.80</b>	0.0%	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band 1	1-5 Meters	359.00	359.00	Non-Business (0%)	<b>373.40</b>	<b>373.40</b>	4.0%	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band 1. Academy	1-5 Meters	359.00	430.80	Standard Rated (20%)	<b>373.40</b>	<b>448.10</b>	4.0%	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band 2	6-9 Meters	419.00	419.00	Non-Business (0%)	<b>435.80</b>	<b>435.80</b>	4.0%	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band 2. Academy	6-9 Meters	419.00	502.80	Standard Rated (20%)	<b>435.80</b>	<b>523.00</b>	4.0%	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band 3	10+ Meters	520.00	520.00	Non-Business (0%)	<b>540.80</b>	<b>540.80</b>	4.0%	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band 3. Academy	10+ Meters	520.00	624.00	Standard Rated (20%)	<b>540.80</b>	<b>649.00</b>	4.0%	Cost Recovery

**Finance Fees and Charges**

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Schools Financial Services	Schools SLA: Schools Financial Services - Nursery, Primary, Secondary and Special Schools	School, Per Annum	£1,049 per school plus £0.52 per pupil	£1,049 per school plus £0.52 per pupil	Non-Business (0%)	<b>£1,090 per school plus £0.54 per pupil</b>	<b>£1,090 per school plus £0.54 per pupil</b>	4.0%	Cost Recovery
Schools Financial Services	Schools SLA: Schools Financial Services - Year-end financial closedown - minimum of 4 hours	Fixed (4 hours)	152.00	152.00	Non-Business (0%)	<b>160.00</b>	<b>160.00</b>	5.3%	Cost Recovery
Schools Financial Services	Schools SLA: Group Training Courses or Workshops (Half Day)	Person	50.00	50.00	Non-Business (0%)	<b>50.00</b>	<b>50.00</b>	0.0%	Cost Recovery
Schools Financial Services	Schools SLA: Group Training Courses or Workshops (Full Day)	Person	80.00	80.00	Non-Business (0%)	<b>80.00</b>	<b>80.00</b>	0.0%	Cost Recovery
Schools Financial Services	Schools SLA: Group Training Courses or Workshops (Online)	Person	20.00	20.00	Non-Business (0%)	<b>20.00</b>	<b>20.00</b>	0.0%	Cost Recovery
Schools Financial Services	Schools Financial Services - Pre-booked Visits to Schools - Minimum 2.5 hours	Hours	137.50	137.50	Non-Business (0%)	<b>144.00</b>	<b>144.00</b>	4.7%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Schools Financial Services	Schools Financial Services - Pre-booked Dial-ups to Schools	Hour	38.00	38.00	Non-Business (0%)	40.00	40.00	5.3%	Cost Recovery
Schools Financial Services	Schools SLA: Schools Financial Services - School Fund support	Fixed	N/A	N/A	Non-Business (0%)	100.00	100.00	NEW	Cost Recovery

#### **Fire Service Fees and Charges**

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Fire and Rescue Service - Special Services	Major appliance/Large Vehicle & Crew (e.g. Aerial Ladder Platform, Bulk Water Carrier)	Hour	360.00	432.00	Standard Rated (20%)	405.00	486.00	12.5%	Cost Recovery
Fire and Rescue Service - Special Services	Pumping Appliance	Hour	400.00	480.00	Standard Rated (20%)	450.00	540.00	12.5%	Cost Recovery
Fire and Rescue Service - Special Services	Small Vehicle (e.g. 4x4, Community Engagement Vehicle)	Hour	300.00	360.00	Standard Rated (20%)	340.00	408.00	13.3%	Cost Recovery
Fire and Rescue Service - Special Services	Copy of IRS report	Report	98.50	118.20	Standard Rated (20%)	110.00	132.00	11.7%	Cost Recovery
Fire and Rescue Service - Special Services	Fire Investigation Interview	Hour	145.00	174.00	Standard Rated (20%)	165.00	198.00	13.8%	Cost Recovery
Fire and Rescue Service - Special Services	Copy of Fire Report	Report	455.00	546.00	Standard Rated (20%)	510.00	612.00	12.1%	Cost Recovery
Fire and Rescue Service - Special Services	Labour (dependent on role) - First Hour or Part Thereof	Hour	75.00	90.00	Standard Rated (20%)	85.00	102.00	13.3%	Cost Recovery
Fire and Rescue Service - Special Services	Labour (dependent on role) - Each Subsequent 30 Minutes	Half Hour	45.00	54.00	Standard Rated (20%)	50.00	60.00	11.1%	Cost Recovery
Fire and Rescue Service - Special Services	Event Charges	Hour	360.00	432.00	Standard Rated (20%)	400.00	480.00	11.1%	Cost Recovery
Fire and Rescue Service - Special Services	Open Course Face to Face Training - Fire Safety - Various	Per head	125.00	125.00	Exempt (0%)	140.00	140.00	12.0%	Cost Recovery
Fire and Rescue Service - Special Services	On-Site Face to Face Training - Fire Safety Awareness	Course - Max 20 people.	350.00	350.00	Exempt (0%)	385.00	385.00	10.0%	Cost Recovery
Fire and Rescue Service - Special Services	On-Site Face to Face Training - Fire Extinguisher	Course - Max 15 people.	440.00	440.00	Exempt (0%)	485.00	485.00	10.2%	Cost Recovery
Fire and Rescue Service - Special Services	On-Site Face to Face Training - Fire Warden	Course - Max 15 people.	585.00	585.00	Exempt (0%)	645.00	645.00	10.3%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Fire and Rescue Service - Commercial Training	On-Site Face to Face Training - Manual Handling	Course - Max 15 people.	585.00	585.00	Exempt (0%)	<b>645.00</b>	<b>645.00</b>	10.3%	Cost Recovery
Fire and Rescue Service - Commercial Training	On-Site Face to Face Training - Management of Fire Risk	Course - Max 15 people.	585.00	585.00	Exempt (0%)	<b>645.00</b>	<b>645.00</b>	10.3%	Cost Recovery
Fire and Rescue Service - Commercial Training	Fire Extinguisher Maintenance	Extinguisher	Various	Various	Exempt (0%)	<b>Various</b>	<b>Various</b>	N/A	Cost Recovery

#### **Records Office Fees and Charges**

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Record Office	Publication Fees for Film and TV	Photograph	56.67	68.00	Standard Rated (20%)	<b>62.50</b>	<b>75.00</b>	10.3%	Cost Recovery
Record Office	Room Hire of Work Room (Up to 12 People)	Full Day	90.00	90.00	Exempt (0%)	<b>100.00</b>	<b>100.00</b>	11.1%	Cost Recovery
Record Office	Publication Fees for Garland Photos UK Rights	Image	25.00	30.00	Standard Rated (20%)	<b>27.08</b>	<b>32.50</b>	8.3%	Cost Recovery
Record Office	Publication Fees for Garland Photos World Rights	Image	50.00	60.00	Standard Rated (20%)	<b>54.17</b>	<b>65.00</b>	8.3%	Cost Recovery
Record Office	Publication Fee in Books With Print Run of 1-1000	Photograph	6.25	7.50	Standard Rated (20%)	<b>8.33</b>	<b>10.00</b>	33.3%	Cost Recovery
Record Office	Publication Fee in Books with Print Run of 1001-3000	Photograph	12.50	15.00	Standard Rated (20%)	<b>14.58</b>	<b>17.50</b>	16.6%	Cost Recovery
Record Office	Publication Fee in Books with Print Run of 3001-5000	Photograph	18.75	22.50	Standard Rated (20%)	<b>20.83</b>	<b>25.00</b>	11.1%	Cost Recovery
Record Office	Publication Fee in Books with Print Run of 5001 and Over	Photograph	25.00	30.00	Standard Rated (20%)	<b>27.08</b>	<b>32.50</b>	8.3%	Cost Recovery
Record Office	Publication Fees for National Media/Periodicals	Photograph	25.00	30.00	Standard Rated (20%)	<b>27.08</b>	<b>32.50</b>	8.3%	Cost Recovery
Record Office	Record Office 'Surgeries'	Hour	35.00	42.00	Standard Rated (20%)	<b>37.50</b>	<b>45.00</b>	7.1%	Cost Recovery
Record Office	Publication Fees for Other Commercial Publications	Photograph	33.33	40.00	Standard Rated (20%)	<b>37.50</b>	<b>45.00</b>	12.5%	Cost Recovery
Record Office	Publication Fees for Local Media	Photograph	6.25	7.50	Standard Rated (20%)	<b>8.33</b>	<b>10.00</b>	33.3%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Record Office	Publication Fees for Eric Gill Collection	Item	10.00	12.00	Standard Rated (20%)	<b>27.08</b>	<b>32.50</b>	170.8%	Cost Recovery
Record Office	Scanned Image and Print A3	Sheet	20.00	24.00	Standard Rated (20%)	<b>20.00</b>	<b>24.00</b>	0.0%	Cost Recovery
Record Office	Scanned Image and Print A3-A1	Sheet	40.00	48.00	Standard Rated (20%)	<b>40.00</b>	<b>48.00</b>	0.0%	Cost Recovery
Record Office	Scanned Image and Print A4	Sheet	10.00	12.00	Standard Rated (20%)	<b>10.00</b>	<b>12.00</b>	0.0%	Cost Recovery
Record Office	Supply of Scanned Image - A3-A0	Sheet	26.67	32.00	Standard Rated (20%)	<b>26.67</b>	<b>32.00</b>	0.0%	Cost Recovery
Record Office	Supply of Scanned Image - A4-A3	Sheet	13.33	16.00	Standard Rated (20%)	<b>13.33</b>	<b>16.00</b>	0.0%	Cost Recovery
Record Office	Supply of Scanned Image - up to A4	Sheet	6.67	8.00	Standard Rated (20%)	<b>6.67</b>	<b>8.00</b>	0.0%	Cost Recovery
Record Office	Car Parking - full day	Day	6.67	8.00	Standard Rated (20%)	<b>7.08</b>	<b>8.50</b>	6.1%	Cost Recovery
Record Office	Car Parking - half day	Half Day	3.33	4.00	Standard Rated (20%)	<b>3.54</b>	<b>4.25</b>	6.3%	Cost Recovery
Record Office	Daytime Tours of Record Office	Tour	37.00	37.00	Exempt (0%)	<b>40.00</b>	<b>40.00</b>	8.1%	Cost Recovery
Record Office	Genealogical Research Fees	Tour	30.00	36.00	Standard Rated (20%)	<b>30.00</b>	<b>36.00</b>	0.0%	Cost Recovery
Record Office	Other Searches	Hour	30.00	36.00	Standard Rated (20%)	<b>30.00</b>	<b>36.00</b>	0.0%	Cost Recovery
Record Office	Orders by Post (up to 3 colour copies at A4 or 2 colour copies at A3)	Up to 3 Sheets	7.50	9.00	Standard Rated (20%)	<b>10.83</b>	<b>13.00</b>	44.4%	Cost Recovery
Record Office	Orders by Post (up to 5 copies)	Up to 5 sheets	5.42	6.50	Standard Rated (20%)	<b>6.67</b>	<b>8.00</b>	23.1%	Cost Recovery
Record Office	Evening Tours of Record Office	Tour	68.00	68.00	Exempt (0%)	<b>75.00</b>	<b>75.00</b>	10.3%	Cost Recovery
Record Office	Out of Office Talks	Talk	56.67	68.00	Standard Rated (20%)	<b>62.50</b>	<b>75.00</b>	10.3%	Cost Recovery
Record Office	Online Talks (per person)	Talk	5.00	5.00	Exempt (0%)	<b>5.00</b>	<b>5.00</b>	0.0%	Cost Recovery
Record Office	Short Research Fee	30 Minutes	15.00	18.00	Standard Rated (20%)	<b>15.00</b>	<b>18.00</b>	0.0%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Record Office	Evening talks at the Record Office	Person	6.67	8.00	Standard Rated (20%)	<b>6.67</b>	<b>8.00</b>	0.0%	Cost Recovery
Record Office	Self-service Microform Copying	Sheet	0.42	0.50	Standard Rated (20%)	<b>0.42</b>	<b>0.50</b>	0.0%	Cost Recovery
Record Office	Self-service Printing from Computer	Sheet	0.42	0.50	Standard Rated (20%)	<b>0.42</b>	<b>0.50</b>	0.0%	Cost Recovery
Record Office	A3 and A4 Photocopies	Sheet	0.54	0.65	Standard Rated (20%)	<b>0.54</b>	<b>0.65</b>	0.0%	Cost Recovery
Record Office	Coffee Time Sessions	Person	7.50	7.50	Exempt (0%)	<b>7.50</b>	<b>7.50</b>	0.0%	Cost Recovery
Record Office	Photocopies - A3 Colour	Sheet	2.71	3.25	Standard Rated (20%)	<b>4.17</b>	<b>5.00</b>	53.9%	Cost Recovery
Record Office	Photocopies - A4 Colour	Sheet	1.46	1.75	Standard Rated (20%)	<b>2.08</b>	<b>2.50</b>	42.5%	Cost Recovery
Record Office	Digital Copy of Tithe Map (One Format)	Document	16.67	20.00	Standard Rated (20%)	<b>20.83</b>	<b>25.00</b>	25.0%	Cost Recovery
Record Office	Filming On-site	Day	208.33	250.00	Standard Rated (20%)	<b>250.00</b>	<b>300.00</b>	20.0%	Cost Recovery
Record Office	Room Hire of Work Room (up to 12 people)	Half Day	45.00	45.00	Exempt (0%)	<b>50.00</b>	<b>50.00</b>	11.1%	Cost Recovery
Record Office	Certified Copies of Documents	Document	13.33	16.00	Standard Rated (20%)	<b>16.67</b>	<b>20.00</b>	25.1%	Cost Recovery
Record Office	DIY Photography in Search Room	Day	10.00	12.00	Standard Rated (20%)	<b>10.00</b>	<b>12.00</b>	0.0%	Cost Recovery
Record Office	Baptism Certificate	Certificate	25.83	31.00	Standard Rated (20%)	<b>26.67</b>	<b>32.00</b>	3.2%	Cost Recovery



**Library Service Fees and Charges**

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Library Service	Audiobooks (up to 8 cassettes/CDs)	3 Weeks	1.45	1.45	Non-Business (0%)	<b>1.50</b>	<b>1.50</b>	3.4%	Cost Recovery
Library Service	Audiobooks (9+ cassettes/CDs)	3 Weeks	2.90	2.90	Non-Business (0%)	<b>3.00</b>	<b>3.00</b>	3.4%	Cost Recovery
Library Service	Audiobooks (Playaway - digital audio)	3 Weeks	2.90	2.90	Non-Business (0%)	<b>3.00</b>	<b>3.00</b>	3.4%	Cost Recovery
Library Service	CDs - Other	1 Week	1.20	1.25	Non-Business (0%)	<b>1.50</b>	<b>1.50</b>	25.0%	Cost Recovery
Library Service	DVDs (General)	1 Week	2.00	2.00	Non-Business (0%)	<b>2.25</b>	<b>2.25</b>	12.5%	Cost Recovery
Library Service	Reservation Fees - Books reserved directly online	Item	0.60	0.60	Non-Business (0%)	<b>0.75</b>	<b>0.75</b>	25.0%	Cost Recovery
Library Service	Reservation Fees - Books in West Sussex or Partnership Libraries	Item	1.00	1.00	Non-Business (0%)	<b>1.00</b>	<b>1.00</b>	0.0%	Cost Recovery
Library Service	Reservation Fees - Books from Elsewhere	Item	7.50	7.50	Non-Business (0%)	<b>8.00</b>	<b>8.00</b>	6.7%	Cost Recovery
Library Service	Reservation Fees - Books from British Library	Item	11.00	11.00	Non-Business (0%)	<b>12.00</b>	<b>12.00</b>	9.1%	Cost Recovery
Library Service	Overdue Charges (Administration Charge for overdue letter)	Letter	1.75	1.75	Non-Business (0%)	<b>2.00</b>	<b>2.00</b>	14.3%	Cost Recovery
Library Service	Overdue Charges (Adult Books)	Day	0.30	0.30	Non-Business (0%)	<b>0.30</b>	<b>0.30</b>	0.0%	Cost Recovery
Library Service	Overdue Charges (Audio Books)	Day	0.30	0.30	Non-Business (0%)	<b>0.30</b>	<b>0.30</b>	0.0%	Cost Recovery
Library Service	Overdue Charges (General DVDs)	Day	0.60	0.60	Non-Business (0%)	<b>0.60</b>	<b>0.60</b>	0.0%	Cost Recovery
Library Service	Overdue Charges (Music CDs)	Day	0.30	0.30	Non-Business (0%)	<b>0.30</b>	<b>0.30</b>	0.0%	Cost Recovery
Library Service	Membership Card Replacement	Card	1.75	1.75	Non-Business (0%)	<b>2.00</b>	<b>2.00</b>	14.3%	Cost Recovery
Library Service	Exhibition Booking Fee	Per week, When Items Are For Sale	13.50	13.50	Exempt (0%)	<b>15.00</b>	<b>15.00</b>	11.1%	Cost Recovery
Library Service	Fax: to UK	Per Page	1.67	2.00	Standard Rated (20%)	<b>1.88</b>	<b>2.25</b>	12.3%	Cost Recovery
Library Service	Fax: to Europe	Per Page	2.25	2.70	Standard Rated (20%)	<b>2.50</b>	<b>3.00</b>	11.1%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Library Service	Fax: to Rest of World	Per Page	2.83	3.40	Standard Rated (20%)	<b>3.17</b>	<b>3.80</b>	11.8%	Cost Recovery
Library Service	Fax: Receiving Fax	Per Page	1.13	1.36	Standard Rated (20%)	<b>1.25</b>	<b>1.50</b>	10.6%	Cost Recovery
Library Service	Photocopying - A4 Black and White	Copy	0.13	0.15	Standard Rated (20%)	<b>0.13</b>	<b>0.15</b>	0.0%	Cost Recovery
Library Service	Photocopying - A3 Black and White	Copy	0.17	0.20	Standard Rated (20%)	<b>0.17</b>	<b>0.20</b>	0.0%	Cost Recovery
Library Service	Photocopying - A4 Colour	Copy	0.42	0.50	Standard Rated (20%)	<b>0.42</b>	<b>0.50</b>	0.0%	Cost Recovery
Library Service	Photocopying - A3 Colour	Copy	0.83	1.00	Standard Rated (20%)	<b>0.83</b>	<b>1.00</b>	0.0%	Cost Recovery
Library Service	Printing: charge for Internet Prints - A4 Black and White	Page	0.17	0.20	Standard Rated (20%)	<b>0.17</b>	<b>0.20</b>	0.0%	Cost Recovery
Library Service	Printing: charge for Internet Prints - A4 Colour	Page	0.50	0.60	Standard Rated (20%)	<b>0.50</b>	<b>0.60</b>	0.0%	Cost Recovery
Library Service	Public Access Computers: Charge for non-members using PCs	Hour	1.67	2.00	Standard Rated (20%)	<b>1.88</b>	<b>2.25</b>	12.3%	Cost Recovery
Library Service	Reading Groups - Subscription	Year	27.50	33.00	Standard Rated (20%)	<b>29.17</b>	<b>35.00</b>	6.1%	Cost Recovery
Library Service	Lost and damaged book - admin fee (in addition to replacement cost)	Item	1.75	1.75	Non-Business (0%)	<b>2.00</b>	<b>2.00</b>	14.3%	Cost Recovery
Library Service	Lettings - Community Use	1 Hour	10.00	10.00	Exempt (0%)	<b>10.00</b>	<b>10.00</b>	0.0%	Cost Recovery
Library Service	Lettings - SME Business	1 Hour	20.00	20.00	Exempt (0%)	<b>20.00</b>	<b>20.00</b>	0.0%	Cost Recovery
Library Service	Lettings - Commercial Use	1 Hour	40.00	40.00	Exempt (0%)	<b>40.00</b>	<b>40.00</b>	0.0%	Cost Recovery
Library Service	Lettings - Crawley Library Meeting Rooms - Community Use	1 Hour	12.00	12.00	Exempt (0%)	<b>12.00</b>	<b>12.00</b>	0.0%	Cost Recovery
Library Service	Lettings - Crawley Library Meeting Rooms - SME Business Use	1 Hour	24.00	24.00	Exempt (0%)	<b>24.00</b>	<b>24.00</b>	0.0%	Cost Recovery
Library Service	Lettings - Crawley Library Meeting Rooms - Commercial Use	1 Hour	48.00	48.00	Exempt (0%)	<b>48.00</b>	<b>48.00</b>	0.0%	Cost Recovery
Library Service	Lettings - Longley Exhibition Room - Community Use	1 Hour	22.00	22.00	Exempt (0%)	<b>22.00</b>	<b>22.00</b>	0.0%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Library Service	Lettings - Longley Exhibition Room - SME Business Use	1 Hour	44.00	44.00	Exempt (0%)	<b>44.00</b>	<b>44.00</b>	0.0%	Cost Recovery
Library Service	Lettings - Longley Exhibition Room - Commercial Use	1 Hour	88.00	88.00	Exempt (0%)	<b>88.00</b>	<b>88.00</b>	0.0%	Cost Recovery
Library Service	Lettings - Worthing Library Lecture Theatre - Community Use	1 Hour	22.00	22.00	Exempt (0%)	<b>22.00</b>	<b>22.00</b>	0.0%	Cost Recovery
Library Service	Lettings - Worthing Library Lecture Theatre - SME Business Use	1 Hour	44.00	44.00	Exempt (0%)	<b>44.00</b>	<b>44.00</b>	0.0%	Cost Recovery
Library Service	Lettings - Worthing Library Lecture Theatre - Commercial Use	1 Hour	88.00	88.00	Exempt (0%)	<b>88.00</b>	<b>88.00</b>	0.0%	Cost Recovery
Library Service	Schools SLA - School Library Service (Under 110 Pupils)	Per School	832.00	832.00	Exempt (0%)	<b>899.00</b>	<b>899.00</b>	8.1%	Cost Recovery
Library Service	Schools SLA - School Library Service (Over 110 Pupils)	Per School & Per Pupil	3.62	3.62	Exempt (0%)	<b>4.00</b>	<b>4.00</b>	10.5%	Cost Recovery
Library Service	Schools SLA - School Library Service (Under 110 Pupils) Academies and Free Schools	Per School	832.00	998.40	Standard Rated (20%)	<b>899.00</b>	<b>1,078.80</b>	8.1%	Cost Recovery
Library Service	Schools SLA - School Library Service (Over 110 Pupils) Academies and Free Schools	Per Pupil	3.62	4.34	Standard Rated (20%)	<b>4.00</b>	<b>4.80</b>	10.5%	Cost Recovery

#### Registration Fees and Charges

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Registration Service	Individually organised Citizenship ceremony for one person at a registration office or virtually	Ceremony	100.00	120.00	Standard Rated (20%)	<b>104.17</b>	<b>125.00</b>	4.2%	Cost Recovery
Registration Service	Individually organised Citizenship ceremony for a family at a registration office or virtually	Family Ceremony	130.83	157.00	Standard Rated (20%)	<b>135.83</b>	<b>163.00</b>	3.8%	Cost Recovery
Registration Service	Individually organised Citizenship ceremony for one person at a registration office or virtually on a Saturday	Ceremony	113.33	136.00	Standard Rated (20%)	<b>117.50</b>	<b>141.00</b>	3.7%	Cost Recovery
Registration Service	Individually organised Citizenship ceremony for a family at a registration office or virtually on a Saturday	Family Ceremony	140.00	168.00	Standard Rated (20%)	<b>145.83</b>	<b>175.00</b>	4.2%	Cost Recovery
Registration Service	Non-Statutory Ceremonies - Fee for commemorative certificate	Certificate	9.17	11.00	Standard Rated (20%)	<b>9.17</b>	<b>11.00</b>	0.0%	Cost Recovery
Registration Service	Additional administration fee for Notice Appointments requested on Saturdays. Added to reflect increased cost of delivery of a Saturday service	Notice	10.83	13.00	Standard Rated (20%)	<b>11.67</b>	<b>14.00</b>	7.8%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat A room (e.g. Balcony) To register a marriage/ civil partnership Monday - Thursday	Ceremony	228.00	228.00	Non-Business (0%)	<b>237.00</b>	<b>237.00</b>	3.9%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat A room (e.g. Balcony) To register a marriage/ civil partnership Friday	Ceremony	294.00	294.00	Non-Business (0%)	<b>306.00</b>	<b>306.00</b>	4.1%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat A room (e.g. Balcony) To register a marriage/ civil partnership Saturday / Sunday	Ceremony	325.00	325.00	Non-Business (0%)	<b>338.00</b>	<b>338.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat A room (e.g. Balcony) To register a marriage/ civil partnership Public Holiday	Ceremony	424.00	424.00	Non-Business (0%)	<b>441.00</b>	<b>441.00</b>	4.0%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby naming & Renewal of vows in West Sussex Rooms (Cat A) Monday - Thursday	Ceremony	208.33	250.00	Standard Rated (20%)	<b>215.83</b>	<b>259.00</b>	3.6%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby naming & Renewal of vows in West Sussex Rooms (Cat A) Friday	Ceremony	263.33	316.00	Standard Rated (20%)	<b>273.33</b>	<b>328.00</b>	3.8%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby naming & Renewal of vows in West Sussex Rooms (Cat A) Saturday / Sunday	Ceremony	289.17	347.00	Standard Rated (20%)	<b>300.00</b>	<b>360.00</b>	3.7%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby naming & Renewal of vows in West Sussex Rooms (Cat A) Public Holiday	Ceremony	371.67	446.00	Standard Rated (20%)	<b>385.83</b>	<b>463.00</b>	3.8%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat B room (e.g. Parlour, Henshall ) To register a marriage/ civil partnership Monday - Thursday	Ceremony	273.00	273.00	Non-Business (0%)	<b>284.00</b>	<b>284.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat B room (e.g. Parlour, Henshall ) To register a marriage/ civil partnership Friday	Ceremony	333.00	333.00	Non-Business (0%)	<b>346.00</b>	<b>346.00</b>	3.9%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat B room (e.g. Parlour, Henshall ) To register a marriage/ civil partnership Saturday / Sunday	Ceremony	394.00	394.00	Non-Business (0%)	<b>410.00</b>	<b>410.00</b>	4.1%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat B room (e.g. Parlour, Henshall) To register a marriage/ civil partnership Public Holiday	Ceremony	514.00	514.00	Non-Business (0%)	<b>535.00</b>	<b>535.00</b>	4.1%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat B) Monday - Thursday	Ceremony	245.83	295.00	Standard Rated (20%)	<b>255.00</b>	<b>306.00</b>	3.7%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat B) Friday	Ceremony	295.83	355.00	Standard Rated (20%)	<b>306.67</b>	<b>368.00</b>	3.7%	Cost Recovery
Registration Service	Non Statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat B) Saturday / Sunday	Ceremony	346.67	416.00	Standard Rated (20%)	<b>360.00</b>	<b>432.00</b>	3.8%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat B) Public Holiday	Ceremony	446.67	536.00	Standard Rated (20%)	<b>464.17</b>	<b>557.00</b>	3.9%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat C room (e.g. The Drawing Room) To register a marriage/ civil partnership Monday - Thursday	Ceremony	455.00	455.00	Non-Business (0%)	<b>473.00</b>	<b>473.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat C room (e.g. The Drawing Room) To register a marriage/ civil partnership Friday	Ceremony	505.00	505.00	Non-Business (0%)	<b>525.00</b>	<b>525.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat C room (e.g. The Drawing Room) To register a marriage/ civil partnership Saturday / Sunday	Ceremony	618.00	618.00	Non-Business (0%)	<b>643.00</b>	<b>643.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat C room (e.g. The Drawing Room) To register a marriage/ civil partnership Public Holiday	Ceremony	682.00	682.00	Non-Business (0%)	<b>709.00</b>	<b>709.00</b>	4.0%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat C) Monday - Thursday	Ceremony	397.50	477.00	Standard Rated (20%)	<b>412.50</b>	<b>495.00</b>	3.8%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat C) Friday	Ceremony	439.17	527.00	Standard Rated (20%)	<b>455.83</b>	<b>547.00</b>	3.8%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat C) Saturday / Sunday	Ceremony	533.33	640.00	Standard Rated (20%)	<b>554.17</b>	<b>665.00</b>	3.9%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat C) Public Holiday	Ceremony	586.67	704.00	Standard Rated (20%)	<b>609.17</b>	<b>731.00</b>	3.8%	Cost Recovery
Registration Service	Attendance of Registrars in West Sussex Venue Cat C room (e.g. The Drawing Room) Additional ceremony at venue already paying for one ceremony - i.e. baby naming	Additional Ceremony	121.00	121.00	Non-Business (0%)	<b>126.00</b>	<b>126.00</b>	4.1%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat D room (e.g. The Richmond Room Room) To register a marriage/ civil partnership Monday - Thursday	Ceremony	775.00	775.00	Non-Business (0%)	<b>806.00</b>	<b>806.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat D room (e.g. The Richmond Room Room) To register a marriage/ civil partnership Friday	Ceremony	826.00	826.00	Non-Business (0%)	<b>859.00</b>	<b>859.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat D room (e.g. The Richmond Room Room) To register a marriage/ civil partnership Saturday / Sunday	Ceremony	904.00	904.00	Non-Business (0%)	<b>940.00</b>	<b>940.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat D room (e.g. The Richmond Room Room) To register a marriage/ civil partnership Public Holiday	Ceremony	981.00	981.00	Non-Business (0%)	<b>1020.00</b>	<b>1,020.00</b>	4.0%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat D) Monday - Thursday	Ceremony	664.17	797.00	Standard Rated (20%)	<b>690.00</b>	<b>828.00</b>	3.9%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat D) Friday	Ceremony	706.67	848.00	Standard Rated (20%)	<b>734.17</b>	<b>881.00</b>	3.9%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat D) Saturday / Sunday	Ceremony	771.67	926.00	Standard Rated (20%)	<b>801.67</b>	<b>962.00</b>	3.9%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat D) Public Holiday	Ceremony	835.83	1003.00	Standard Rated (20%)	<b>868.33</b>	<b>1,042.00</b>	3.9%	Cost Recovery
Registration Service	Attendance of Registrars at an outside venue to register a marriage / civil partnership Monday - Thursday	Ceremony	455.00	455.00	Non-Business (0%)	<b>473.00</b>	<b>473.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars at an outside venue to register a marriage / civil partnership Friday	Ceremony	505.00	505.00	Non-Business (0%)	<b>525.00</b>	<b>525.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars at an outside venue to register a marriage / civil partnership Saturday / Sunday	Ceremony	618.00	618.00	Non-Business (0%)	<b>643.00</b>	<b>643.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars at an outside venue to register a marriage / civil partnership Public Holiday	Ceremony	682.00	682.00	Non-Business (0%)	<b>709.00</b>	<b>709.00</b>	4.0%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows at Outside Venues and non-licenced premises Monday - Thursday	Ceremony	397.50	477.00	Standard Rated (20%)	<b>412.50</b>	<b>495.00</b>	3.8%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows at Outside Venues and non-licenced premises Friday	Ceremony	439.17	527.00	Standard Rated (20%)	<b>455.83</b>	<b>547.00</b>	3.8%	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of vows at Outside Venues and non-licenced premises Saturday / Sunday	Ceremony	533.33	640.00	Standard Rated (20%)	<b>554.17</b>	<b>665.00</b>	3.9%	Cost Recovery
Registration Service	Venue Licensing Licence valid for three years for a venue to hold Marriages & CPs.	License	2117.00	2117.00	Non-Business (0%)	<b>2202.00</b>	<b>2,202.00</b>	4.0%	Cost Recovery
Registration Service	Licensing a Religious Building to hold civil partnerships Appeal against a refusal to grant a license.	Appeal	423.00	423.00	Non-Business (0%)	<b>440.00</b>	<b>440.00</b>	4.0%	Cost Recovery
Registration Service	Venue Licensing License valid for three years for a venue to hold Marriages & CPs: Fee for Additional room	Additional Room	364.00	364.00	Non-Business (0%)	<b>379.00</b>	<b>379.00</b>	4.1%	Cost Recovery
Registration Service	Attendance of Registrars at venue of choice to celebrate of marriage or civil partnership following statutory ceremony in the West Sussex Register Office Monday - Thursday	Ceremony	384.17	461.00	Standard Rated (20%)	<b>400.00</b>	<b>480.00</b>	4.1%	Cost Recovery
Registration Service	Attendance of Registrars at venue of choice to celebrate of marriage or civil partnership following statutory ceremony in the West Sussex Register Office Friday	Ceremony	426.67	512.00	Standard Rated (20%)	<b>443.33</b>	<b>532.00</b>	3.9%	Cost Recovery
Registration Service	Attendance of Registrars at venue of choice to celebrate of marriage or civil partnership following statutory ceremony in the West Sussex Register Office Saturday / Sunday	Ceremony	525.83	631.00	Standard Rated (20%)	<b>546.67</b>	<b>656.00</b>	4.0%	Cost Recovery
Registration Service	Attendance of Registrars at venue of choice to celebrate of marriage or civil partnership following statutory ceremony in the West Sussex Register Office Public Holiday	Ceremony	581.67	698.00	Standard Rated (20%)	<b>605.00</b>	<b>726.00</b>	4.0%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Registration Service	Registrar to register a civil partnership at a religious building Monday - Thursday	Ceremony	180.00	180.00	Non-Business (0%)	<b>187.00</b>	<b>187.00</b>	3.9%	Cost Recovery
Registration Service	Registrar to register a civil partnership at a religious building Friday	Ceremony	241.67	241.67	Non-Business (0%)	<b>251.00</b>	<b>251.00</b>	3.9%	Cost Recovery
Registration Service	Registrar to register a civil partnership at a religious building Saturday / Sunday	Ceremony	273.00	273.00	Non-Business (0%)	<b>284.00</b>	<b>284.00</b>	4.0%	Cost Recovery
Registration Service	Registrar to register a civil partnership at a religious building Public Holiday	Ceremony	363.00	363.00	Non-Business (0%)	<b>378.00</b>	<b>378.00</b>	4.1%	Cost Recovery
Registration Service	Attendance of Registrars at a venue subject to specific partnership arrangement to Register a marriage/civil partnership Friday	Ceremony	315.00	315.00	Non-Business (0%)	<b>328.00</b>	<b>328.00</b>	4.1%	Cost Recovery
Registration Service	Attendance of Registrars at a venue subject to specific partnership arrangement to Register a marriage/civil partnership Saturday	Ceremony	347.00	347.00	Non-Business (0%)	<b>361.00</b>	<b>361.00</b>	4.0%	Cost Recovery
Registration Service	Cat A room Crawley - Small ceremonies on Thursday morning	Ceremony	172.00	347.00	Non-Business (0%)	<b>172.00</b>	<b>172.00</b>	0.0%	Cost Recovery
Registration Service	Amendment fee for Ceremonies ( Dates/ Times etc)	Amendment	-	-	Non-Business (0%)	<b>35.00</b>	<b>35.00</b>	NEW	Cost Recovery

#### **Gypsy and Travellers Sites Fees and Charges**

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Gypsy and Travellers Sites	Gypsy Roma Traveller Site Plot Rental – Fairplace Hill (4 X Double Pitch Plot Rental)	Week	110.70	110.70	Exempt (0%)	<b>116.00</b>	<b>116.00</b>	4.8%	Subsidised
Gypsy and Travellers Sites	Gypsy Roma Traveller Site Plot Rental – Fairplace Hill (5 X Single Pitch Plot Rental)	Week	88.10	88.10	Exempt (0%)	<b>93.00</b>	<b>93.00</b>	5.6%	Subsidised
Gypsy and Travellers Sites	Gypsy Roma Traveller Site Plot Rental – Fairplace Hill (1 X Single Pitch Plot Rental)	Week	105.60	105.60	Exempt (0%)	<b>111.00</b>	<b>111.00</b>	5.1%	Subsidised
Gypsy and Travellers Sites	Gypsy Roma Traveller Site Plot Rental – Wither Park (16 X Plot Rental)	Week	68.20	68.20	Exempt (0%)	<b>72.00</b>	<b>72.00</b>	5.6%	Subsidised
Gypsy and Travellers Sites	Plot Rental - All Other Sites	Week	59.80	59.80	Exempt (0%)	<b>63.00</b>	<b>63.00</b>	5.4%	Subsidised
Gypsy and Travellers Sites	West Sussex Transit Site Plot Rental (9 plots)	Week	80.80	80.80	Non-Business (0%)	<b>85.00</b>	<b>85.00</b>	5.2%	Subsidised

**Highways Fees and Charges**

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Highways Services	Hoarding Application	M2 per 6 weeks	28.30	28.30	Non-Business (0%)	<b>31.90</b>	<b>31.90</b>	12.6%	Cost Recovery
Highways Services	Hoarding Application - Extension	M2 per 8 weeks	28.30	28.30	Non-Business (0%)	<b>31.90</b>	<b>31.90</b>	12.6%	Cost Recovery
Highways Services	Hoarding Application - Retrospective	Additional Fee Per License	320.30	320.30	Non-Business (0%)	<b>360.70</b>	<b>360.70</b>	12.6%	Cost Recovery
Highways Services	Scaffold License	Month	201.50	201.50	Non-Business (0%)	<b>226.90</b>	<b>226.90</b>	12.6%	Cost Recovery
Highways Services	Scaffold License - Extension	Extra Months	134.70	134.70	Non-Business (0%)	<b>151.70</b>	<b>151.70</b>	12.6%	Cost Recovery
Highways Services	Scaffold License - Retrospective	Additional Fee Per License	320.30	320.30	Non-Business (0%)	<b>360.70</b>	<b>360.70</b>	12.6%	Cost Recovery
Highways Services	Special Event Orders S16 (Note: In exceptional circumstances, a fee reduction may be agreeing at the discretion of the Traffic Manager for community events with minimal impact on the network)	Order	2,274.90	2,274.90	Non-Business (0%)	<b>2,561.50</b>	<b>2,561.50</b>	12.6%	Cost Recovery
Highways Services	Temporary Traffic Orders: by Notice - only if agreed with Streetworks Section (S14 (2))	Notice	453.90	453.90	Non-Business (0%)	<b>511.10</b>	<b>511.10</b>	12.6%	Cost Recovery
Highways Services	Temporary Traffic Orders: by Notice followed by full Order (NOTICE + 2nd public notice) (S14 (1))	Order	2,274.90	2,274.90	Non-Business (0%)	<b>2,561.50</b>	<b>2,561.50</b>	12.6%	Cost Recovery
Highways Services	Public Path Orders administrative fees - Temporary Traffic Regulation Order (path closure) (6-month Orders)	Path Order	2,121.10	2,121.10	Non-Business (0%)	<b>2,388.40</b>	<b>2,388.40</b>	12.6%	Cost Recovery
Highways Services	Public Path Orders administrative fees - Temporary Traffic Regulation Order (path closure) (Extensions)	Path Order	2,121.10	2,121.10	Non-Business (0%)	<b>2,388.40</b>	<b>2,388.40</b>	12.6%	Cost Recovery
Highways Services	Vehicle Crossover Licence - Application Fee	Application Fee	163.30	163.30	Non-Business (0%)	<b>183.90</b>	<b>183.90</b>	12.6%	Cost Recovery
Highways Services	Vehicle Crossover Licence - Works Permission Fee	Works Permission Fee	234.30	234.30	Non-Business (0%)	<b>263.80</b>	<b>263.80</b>	12.6%	Cost Recovery
Highways Services	Letter to support VCO legality - Part of house sale	Per Letter	53.10	53.10	Non-Business (0%)	<b>59.80</b>	<b>59.80</b>	12.6%	Cost Recovery
Highways Services	Section 50 - New Roads and Street Works Act 1991: Private apparatus in the Highway	Units of 200m per Street	621.50	621.50	Non-Business (0%)	<b>699.80</b>	<b>699.80</b>	12.6%	Cost Recovery
Highways Services	Local Land charges -Provision of site drawing, electronic	Number	54.10	64.92	Standard Rated (20%)	<b>61.00</b>	<b>73.20</b>	12.8%	Cost Recovery
Highways Services	Local Land charges -Provision of controller specification	Number	56.20	67.44	Standard Rated (20%)	<b>63.00</b>	<b>75.60</b>	12.1%	Cost Recovery
Highways Services	Local Land Charges -Provision of SCOOT, UTC or MOVA data	Number	105.00	126.00	Standard Rated (20%)	<b>118.00</b>	<b>141.60</b>	12.4%	Cost Recovery



Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Highways Services	Access Protection Lines - Road markings to deter parking across private access - per set	New Lines	143.20	171.84	Standard Rated (20%)	<b>161.00</b>	<b>193.20</b>	12.4%	Cost Recovery
Highways Services	Access Protection Lines - Road markings to deter parking across private access - per set	Refurbishment	143.20	171.84	Standard Rated (20%)	<b>161.00</b>	<b>193.20</b>	12.4%	Cost Recovery
Highways Services	Moving Elevated Work Platform - Notice required	Up to 10 Working Days	109.10	109.10	Non-Business (0%)	<b>122.80</b>	<b>122.80</b>	12.6%	Cost Recovery
Highways Services	Tourist & Private Directional Signs – Survey and admin fees (Design and Manufacture costs in addition to this)	Application	338.80	338.80	Non-Business (0%)	<b>381.50</b>	<b>381.50</b>	12.6%	Cost Recovery
Highways Services	Tourist & Private Directional Signs - Non-refundable vetting fee	Application	135.70	135.70	Non-Business (0%)	<b>152.80</b>	<b>152.80</b>	12.6%	Cost Recovery
Highways Services	Temporary Direction Signs (New Developments) - First 5 signs	Up to 5 Signs	595.00	595.00	Non-Business (0%)	<b>670.00</b>	<b>670.00</b>	12.6%	Cost Recovery
Highways Services	Temporary Direction Signs (New Developments) - Additional signs	Additional Sign	118.70	118.70	Non-Business (0%)	<b>133.70</b>	<b>133.70</b>	12.6%	Cost Recovery
Highways Services	TROs required as a consequence of development or another promoter	TRO	8,322.00	8,322.00	Non-Business (0%)	<b>9,370.60</b>	<b>9,370.60</b>	12.6%	Cost Recovery
Highways Services	Skip License - Initial 14-day license	14 days	66.10	66.10	Non-Business (0%)	<b>74.40</b>	<b>74.40</b>	12.6%	Cost Recovery
Highways Services	Skip License - 14-day extension	14 days	66.10	66.10	Non-Business (0%)	<b>74.40</b>	<b>74.40</b>	12.6%	Cost Recovery
Highways Services	Skip License - Over run fee cost recovery	License	97.60	97.60	Non-Business (0%)	<b>109.90</b>	<b>109.90</b>	12.6%	Cost Recovery
Highways Services	Skip License - Retrospective	Application	109.10	109.10	Non-Business (0%)	<b>122.80</b>	<b>122.80</b>	12.6%	Cost Recovery
Highways Services	Materials on a Highway - Licence 171 to temporarily deposit building materials etc, no excavation (non-apparatus) etc OVER 24-hours: 1 to 5 days	Licence 1 to 5 days	95.50	95.50	Non-Business (0%)	<b>107.50</b>	<b>107.50</b>	12.6%	Cost Recovery
Highways Services	Licence 171 Excavation	Licence 1 to 5 days	621.50	621.50	Non-Business (0%)	<b>699.80</b>	<b>699.80</b>	12.6%	Cost Recovery
Highways Services	Moving Elevated Work Platform - Over run fee	Day	163.30	163.30	Non-Business (0%)	<b>183.90</b>	<b>183.90</b>	12.6%	Cost Recovery
Highways Services	Moving Elevated Work Platform - Admin fee for change of date	One Off	38.20	38.20	Non-Business (0%)	<b>43.00</b>	<b>43.00</b>	12.6%	Cost Recovery
Highways Services	Scaffold - Fine for over run or failure to notify removal complete	Application	253.90	253.90	Non-Business (0%)	<b>285.90</b>	<b>285.90</b>	12.6%	Cost Recovery
Highways Services	Materials on a Highway - Licence to temporarily deposit building materials - Over run per day	Day	38.20	38.20	Non-Business (0%)	<b>43.00</b>	<b>43.00</b>	12.6%	Cost Recovery
Highways Services	Temp Vehicle Crossover Licence: Developer Applications - 1 to 5 Properties (Dwellings) on site	Application	592.90	592.90	Non-Business (0%)	<b>667.60</b>	<b>667.60</b>	12.6%	Cost Recovery

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Highways Services	Temp Vehicle Crossover Licence: Developer Applications - 6 to 25 (Dwellings) Properties on site	Application	1,185.70	1,185.70	Non-Business (0%)	<b>1,335.10</b>	<b>1,335.10</b>	12.6%	Cost Recovery
Highways Services	Temp Vehicle Crossover Licence: Developer Applications - 25+ Properties (Dwellings)	Application	2,963.10	2,963.10	Non-Business (0%)	<b>3,336.50</b>	<b>3,336.50</b>	12.6%	Cost Recovery
Highways Services	Temporary Direction Signs (New Developments) - Unauthorised sign removal	Each Sign Removal	109.20	109.20	Non-Business (0%)	<b>123.00</b>	<b>123.00</b>	12.6%	Cost Recovery
Highways Services	Crane Licence	Licence 4 weeks	367.50	367.50	Outside Scope (0%)	<b>413.80</b>	<b>413.80</b>	12.6%	Cost Recovery
Highways Services	Crane Licence - Extension	Licence 4 weeks	173.40	173.40	Outside Scope (0%)	<b>195.20</b>	<b>195.20</b>	12.6%	Cost Recovery
Highways Services	Traffic Survey Licence (per USRN)	Licence 2 weeks	75.00	75.00	Outside Scope (0%)	<b>84.50</b>	<b>84.50</b>	12.6%	Cost Recovery
Highways Services	Temporary Switch Off for Pedestrian Crossing	Each	647.20	647.20	Non-Business (0%)	<b>728.70</b>	<b>728.70</b>	12.6%	Cost Recovery
Highways Services	Temporary Switch Off for Signalised Junction	Each	843.40	843.40	Non-Business (0%)	<b>949.70</b>	<b>949.70</b>	12.6%	Cost Recovery
Highways Services	Tree Planting Contribution	Application	209.80	209.80	Outside Scope (0%)	<b>236.20</b>	<b>236.20</b>	12.6%	Cost Recovery
Highways Services	Various Licences -Under s115E of Highways Act and Consents to temporary activities- Admin fee	Application	Various	0.00	Non-Business (0%)	<b>Various</b>	<b>Various</b>	12.6%	Cost Recovery
Highways Services	S59 Licence Agreements	Application	524.50	524.50	Non-Business (0%)	<b>590.60</b>	<b>590.60</b>	12.6%	Cost Recovery

## Transport Fees and Charges

Service	Fee or Charge	Per What?	2022/23 Fee or Charge - Exclusive of VAT (£)	2022/23 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	VAT Type	Proposed 2023/24 Fee or Charge - Exclusive of VAT (£)	Proposed 2023/24 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	% Increase 2023/24	Type of Charge
Transport - Road Safety	Cycle Training Course - Complete Beginner	1 Hour Session	37.40	37.40	Exempt (0%)	<b>42.10</b>	<b>42.10</b>	12.6%	Cost Recovery
Transport - Road Safety	Cycle Training Course - Beginner/Road Riding	1.5 Hour Session	41.40	41.40	Exempt (0%)	<b>46.60</b>	<b>46.60</b>	12.6%	Cost Recovery
Transport - Road Safety	Cycle Training Course - Advanced	2 Hour	46.60	46.60	Exempt (0%)	<b>52.50</b>	<b>52.50</b>	12.6%	Cost Recovery
Transport - Road Safety	Children's Cycle Training Course - Bikeability	2 Hour	20.00	20.00	Exempt (0%)	<b>20.00</b>	<b>20.00</b>	0.0%	Cost Recovery
Transport - Road Safety	Experienced Driver Assessment	Hour	50.50	50.50	Exempt (0%)	<b>56.90</b>	<b>56.90</b>	12.6%	Cost Recovery
Transport - Road Safety	Local Transport Improvements - Bus Stop Suspension / Relocation	Bus Stop Suspension / Relocation	200.00	200.00	Exempt (0%)	<b>336.00</b>	<b>336.00</b>	68.0%	Cost Recovery
Transport Bureau	Minibus Permit S19	Permit	15.70	15.70	Non-Business (0%)	<b>17.50</b>	<b>17.50</b>	11.5%	Cost Recovery
Transport Bureau	English National Concessionary Travel Scheme - Replacement Bus Pass	Pass	10.50	10.50	Exempt (0%)	<b>10.50</b>	<b>10.50</b>	0.0%	Cost Recovery
Transport Bureau	Transport DBS – DBS Checks for External Transport Staff	Check	75.50	75.50	Non-Business (0%)	<b>75.50</b>	<b>75.50</b>	0.0%	Cost Recovery

### Anacronyms

SLA	Service Level Agreement
CROW	Countryside and Right of Way
WEEE	Waste of Electrical and Electronic Equipment
DBS	Disclosure and Barring Service
PPO	Public Path Order
TRO	Traffic Regulation Orders
SCOOT	Split Cycle Offset Optimisation Technique
UTC	Urban Traffic Control
MOVA	Microprocessor Optimised Vehicle Actuation