

**SECTION A: CORPORATE SERVICES / CROSS DEPARTMENTAL**

**CODE: S Set by Statute/Scottish Government**  
**M At legal maximum**  
**SD Statutory duty of full cost recovery**

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
A1.	Property Enquiry Certificates			£184 + VAT	£ 194 + VAT	April 2023
A3.	Loan and title lending/copying (Estates and Legal Services)			From £45 increasing depending on time taken	From £ 47.50 increasing depending on time taken	April 2023
A3a	14 day letter for industrial debts arrears			£50 per letter	£ 53 per letter	April 2023
A3b	Initial Irritancy letter linked to industrial debt recovery			£100 per letter	£ 105 per letter	New Charge April 2023
A3c	Follow up Irritancy letter linked to industrial debt recovery			£75 per letter	£ 79 per letter	New Charge April 2023
A3d	Letter Instructing Sheriff Officers linked to industrial debt recovery			£50 per letter	£ 53 per letter	New Charge April 2023
A4.	Recharge of Council's legal costs in relation to discretionary property and leasing work			£61 - £140 per hour	£ 64 - £ 148 per hour	April 2023
A4a	Recharge of Council's legal costs in relation to pre judicial litigation work by litigation team			£61 - £140 per hour	£ 64 - £ 148 per hour	April 2023
A4b	Judicial expenses: Court proceedings including recovery of rent arrears, industrial debts, miscellaneous and licensing matters	S		Varies annually on a national basis and by work type/stage	Varies annually on a national basis and by work type/stage	

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
A5.	Orders under Town and Country Planning (Scotland) Act and other Roads/planning matters			£61 - £140 per hour	£ 64 - £ 148 per hour	April 2023
A6.	Licensing (i) Liquor Licensing:	M	£	Per approved table of charges set by the Licensing Board	Per approved table of charges set by the Licensing Board	September 2022
	(ii) Licences under the Civic Government (Scotland) Act and other miscellaneous pieces of legislation - <b>All charges for licences managed under the authority of the Licensing Committee as Licensing Authority will be reviewed in full in 2024 by the Committee. A full review has generally been undertaken each 5 years with inflationary increases in between</b>					
	Animal Boarding Establishments		£148,000	£131	£138	April 2022
	Animal Breeding			£115	£122	April 2022
	Cinema Licence			£166	£175	April 2022
	Copy Licence			£22	£23	April 2022
	Dangerous Animals			£285	£301	April 2022
	HMO (5 occupants or under)			£1,800	£1,903	April 2022
	HMO (10 occupants or under)			£2,572	£2,719	April 2022
	HMO (over 10 occupants)			£3,345	£3,536	April 2022
	HMO Change of Circumstance			£260	£275	April 2022
	Itinerant Metal Dealer's Licence			£683	£722	April 2021
	Itinerant Metal Dealer's Exemption Warrant			£683	£722	April 2022
	Knife Dealers Licence			£723	£764	April 2022
	Late Hours Catering Licence			£952	£1,006	April 2022
	Late Hours Catering Renewal			£952	£1,006	April 2022
	Licence Plates			£22	£23	April 2022
	Market Operator Licence			£447	£472	April 2022
	Market Operator Temporary Licence			£447	£472	April 2022

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Metal Dealer Licence			£683	£722	April 2022
	Metal Dealer's Exemption Warrant			£683	£722	April 2022
	Performing Animals			£110	£116	April 2022
	Pet Shops			£224	£237	April 2022
	Public Charitable Collections			No Fee	No Fee	April 2019
	Public Entertainment (under 200 attendees)*			£315	£333	April 2022
	Public Entertainment (between 200 and 299 attendees)*			£394	£416	April 2022
	Public Entertainment (between 300 and 399 attendees)*			£513	£542	April 2022
	Public Entertainment (between 400 and 499 attendees)*			£671	£709	April 2022
	Public Entertainment (over 500 attendees - commercial)*			£1,388	£1,467	April 2022
	* Discounts apply for charitable events					
	Public Processions			No Fee	No Fee	April 2019
	Riding Establishments:			£413	£437	April 2022
	Second Hand Dealers Licence			£146	£154	April 2022
	Sex Shop Licence			£1,277	£1,350	April 2022
	Sexual Entertainment Venue new licence			£1,530	£1,617	SEV fees set Sept 2020
	Sexual Entertainment Venue licence grant fee			TBD	TBD	
	Sexual Entertainment Venue licence renewal			£1,530	£1,617	April 2022
	Sexual Entertainment Venue licence variation			£510	£539	April 2022
	Sexual Entertainment Venue licence transfer			£281	£297	April 2022
	Sexual Entertainment Venue issue duplicate licence			£41	£43	April 2022
	Street Traders			£394	£416	April 2022

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Tattooing and Piercing			£394	£416	April 2022
	Taxi Booking Office			£515	£544	April 2022
	Taxi/Private Hire Driver Grant			£243	£257	April 2022
	Taxi/Private Hire - Driver Renewal			£197	£208	April 2022
	Taxi/Private Hire Vehicle			£422	£446	April 2022
	Variation of any Licence			£28	£30	April 2022
	Vehicle Substitution			£353	£373	April 2022
	Venison Dealer Licence			£53	£56	April 2022
	Window Cleaner Licence			£155	£164	April 2022
	Zoo Licence			£330	£349	April 2022
A8.	Searches in Indexes of Statutory Registers	S		n/a	n/a	April 2019
A9	Certificates: Full extract of birth, death or marriage and abbreviated certificate	S		n/a	n/a	January 2011
A10.	Note of Marriage or civil partnership	S		As set	As set	April 2010
A11.	Marriage or civil partnership ceremony conducted by Registrar	S		As set	As set	April 2010
A12.	Use of marriage room in Registry Office					April 2023
	Over 10 guests			£192	£203	
	5 – 10 guests			£82	£87	
	Non-returnable deposit paid when making a booking for a ceremony. This fee is deducted from the final charge.			£76	£80	

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
A13.	Surcharge for Marriages in all venues outwith the Registry Office (Mon-Sat)		Included in Registrar's total above (A8 – A11)	£292	£309	April 2023
A13a	Saturday surcharge for Marriages in Marriage Room			£141	£149	April 2023
A16.	Change of Civil Partnerships to Marriage	S		As set	As set	16 / 12 / 15
A17.	Freedom of Information requests		£nil	10% of the cost to the Council for costs over £105	10% of the cost to the Council for costs over £105	April 2020
A18.	Photocopying A4 Black & white A3 Black & white A4 colour A3 colour Plus staff costs		£nil	15p 30p 45p 70p Up to £20 per person per hour	15p 30p 45p 70p Up to £20 per person per hour	April 2023 April 2023 April 2023 April 2023 April 2023
A19.	Re-use of public sector information	S	£nil	As set	As set	October 2007
A20.	Data Subject Access Request	M	£nil	As set	As set	October 2007
A21.	Pupil Education Records	M	£nil	Sliding scale from £2 to a maximum of £50	Sliding scale from £2 to a maximum of £50	April 2010
A22.	Committee services documents		£nil	Available free on internet, otherwise £8 admin fee plus 10p per side of photocopy	Available free on internet, otherwise £8 admin fee plus 10p per side of photocopy	April 2021

<b>REF</b>	<b>SERVICE</b>	<b>CODE S/M/SD</b>	<b>BUDGET 2023/24</b>	<b>CHARGE 2023/24</b>	<b>CHARGE 2024/25</b>	<b>DATE OF LAST CHANGE</b>
A23.	HR Training – Social Work Training Team – to deliver training to external organisations			£41 per person	£41 per person	April 2021

## SECTION B: SOCIAL CARE – MIJB and Moray Training

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
B1.	Moray Lifeline / Telecare			£41.80 per quarter inc VAT	£44.18 per quarter inc VAT	April 2023
B4.	Blue Badge	M		£20 per badge – badge valid for 3 years	£20 per badge – badge valid for 3 years	April 2021
B6.	Meals at Day Care Centres (Older People) and Shared Lives:					
B6a.	Meal			£5.20 per meal	£5.50 per meal	April 2023
B6b.	Tea & Biscuits			£0.80 per cup	£0.85 per cup	April 2023
B6c.	Light meal (Shared Lives Service only)			Per Shared Lives carer	Per Shared Lives carer	April 2021
B6d.	Packed lunches (Murray Street)			£5.20	£5.50	April 2023
B10.	Stair lift maintenance			£17.22 per quarter inc VAT No VAT if registered disabled	£18.20 per quarter inc VAT No VAT if registered disabled	April 2023
B10 a	Wash / dry toilet maintenance			Nil	Nil	April 2022
B11.	Occupational Therapy Aids and Equipment			None (per CoSLA recommendation)	None (per CoSLA recommendation)	October 2005
B12.	Hire of Day Centre rooms			£5.71 per hour	£6.00 per hour	April 2023
B14.	Speyside Lunch Club			£6.50 inc VAT	£6.87 inc VAT	April 2023
B16	Case review carried out on behalf of another local authority			£104.43	£110.38	April 2023

## SECTION C: LEISURE FACILITIES

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
C1	<b>Fit Life</b>					
C1a.	<b>Membership cards</b> Individual – 12 months Individual – monthly direct debit		£	£276 £23	£288 £24	April 2020
C1b.	Family (1 adult) – 12 months Family (1 adult) – monthly direct debit			£360 £30	£396 £33	April 2023
	Family (2 adults) – 12 months Family (2 adults) – monthly direct debit			£384 £32	£420 £35	April 2023
C1c.	35 Day Membership			£35	£37	April 2019
C1d.	Visitor membership for minimum of 14 days Note – this is a new category and is aimed at the in-coming short term workers, holidaymakers, students etc. The cost is based on a of a 14 day programmed membership card. A visitor membership excludes attendance at swimming lessons. Individual Family				£28.00 £30.00	NEW
C2	<b>Swimming Pools</b>					
C2a.	Swimming  Adult Swim / aqua aerobics / activity class		£	£6.00	£6.40	April 2023



REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Junior swim aged 5 – 17 / over 60s			£3.00	£3.20	
	Baby/toddler swim (0-4 years old)			Free	Free	
	Registered Disabled +one carer			£3.00	£3.20	
C2b.	Swimming Lessons Adult Lesson Junior Lesson block (8 weeks) Holiday Crash Course (5 x daily lessons) Parent and Child Class (1 adult & 1 child) Individual junior lesson (30 minutes for 1 child) Additional needs child individual lesson (30 minutes for 1 child)		£	£8.00 £48.00 £30.00 £6.00 £18.00 £10.00	£8.50 £51.20 £32.00 £6.40 £19.20 £10.60	April 2023
C2c.	<b>Pool Hire</b> General (Buckie, Forres, Keith) General (Lossiemouth) General (Speyside)  Pool Hire with inflatable (Buckie, Forres, Keith) Pool Hire with inflatable (Speyside)		£	Per hour £120.00 £95.00 £75.00  £130.00 £90.00	Per hour £128 £100 £80  £138 £95	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Club Hire (Buckie, Forres, Keith) Club Hire (Lossiemouth) Club Hire (Speyside) Club hires are exempt from VAT if a series booking			£50.00  £42.00 £37.00	£55  £45 £40	
C2d.	<b>Health Suite</b> Sauna & Steam		£nil	Use of health suite included in admission cost.	Use of health suite included in admission cost	
C3	<b>Indoor Facilities</b>	All charges are inclusive of VAT, if applicable				
C3a.	<b>Fitness Rooms</b> User induction course (Free with Fit Life? Membership)  Fitness Room (1 hour) Adult Junior, over 60's, Registered Disabled  Activity Class  Physical Activity for Health class (exercise referral)		£	£25.00   £6.00 £4.00 £4.00  £6.00  £3.75	£25   £6.40 £4.30 £4.30  £6.40  £6.40	April 2020        April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
C3b	<b>Speyside Sports &amp; Community Centre – indoor climbing wall</b>					April 2023
C3b 1	<b>Climbing</b> Adult climb Junior climb (up to 17 years) Over 60s concession Registered disabled + one carer			£8.00 £6.00 £6.00 £6.00	£8.50 £6.40 £6.40 £6.40	
C3b 2	<b>Climbing lessons</b> Adult lesson block (8 weeks) Junior lesson block (8 weeks)			Costs according to type and duration of class	Costs according to type and duration of class	
C3b 3	<b>Climbing wall hire (per hour)</b> Within normal opening hours Outwith normal opening hours			£40.00 As above plus £22 per hour	£42.50 As above plus £23.50 per hour	
C4	<b>Outdoor Sports</b>					
C4a.	<b>Multi Sports Area</b> Multi Sports Area for 5-a-side football (3 courts) per hour			Now open-plan – free access	Now open-plan - free access	April 2017
C4b.	<b>Pavilions and Pitches</b> Football and School sports field with changing rooms Adult Teams per Game Juvenile Teams (Under 17) per Game		£	£70.00 £26.00	£75.00 £27.50	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
C4c.	Pavilion and / or grassed areas for training (football and rugby) and School sports fields without changing rooms Adult groups – per session Juvenile Groups – per session Session times are for morning / afternoon / evening			£40.00 £14.00	£42.50 £15	April 2023
	<b>Astro Sports Pitches</b>		£			April 2020
C4e.	<b>Aberlour, Buckie, Elgin High, Lossiemouth, Fochabers Full Size pitch</b> Adult Teams per hour Juvenile Teams per hour  <b>Third size pitch</b> Adult Teams per hour (1 x pitch) Juvenile Teams per hour (1 x pitch)			£65.00 £32.00  £22.00 £11.00	£69 £34.50  £23 £11.50	
C4f.	<b>Elgin Academy and Keith Full Size pitch</b> Adult Teams per hour Juvenile Teams per hour <b>Half Size pitch</b> Adult Teams per hour Juvenile Teams per hour			£65.00 £32.00  £33.00 £16.00	£69 £34  £35 £17	

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
C5.	<b>School facilities</b>					
C5a.	<b>Meeting Room – per hour</b>		£53,000			April 2020
	Community (small – capacity 1-10 people)			£10.00	£10.75	
	Community (medium – capacity 11-50 people)			£13.00	£13.75	
	Community (large – capacity 51+ people)			£18.00	£19.25	
	Private/commercial (small – capacity 1-10 people)			£20.00	£21.25	
	Private/commercial (medium – capacity 11-50 people)			£26.00	£27.50	
	Private/commercial (large – capacity 51+ people)			£36.00	£38	
	Requests for bookings can be considered out-with normal hours at an additional cost of £22 per booking per hour			£22.00	£23.50	
C5b.	<b>Sports/Assembly Hall – per hour</b>		Included above			April 2023
	<b>Small hall</b>					
	Standard rate			£23.00	£24.50	
	Junior / over 60s			£12.00	£12.75	
	<b>Large hall</b>					
	Standard rate			£45.00	£47.75	
	Junior / over 60s			£23.00	£24.50	

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Requests for bookings can be considered out-with normal hours at an additional cost of £22.00 per booking per hour			£22.00	£23.50	
C9	<b>Community Centres</b>					
C9a	<b>Admission Charges per hour</b> Adult Junior aged 5-17 Over 60s Registered Disabled + one carer		£	£5.50 £3.50 £3.50 £3.50	£6.00 £3.70 £3.70 £3.70	April 2023
C9b	Shower			£2.50	£2.65	April 2020
C9c	Use of photocopier (A4 black and white)			Please See Section <b>A18</b>	Please See Section <b>A18</b>	

**SECTION D: LIBRARIES AND INFORMATION SERVICES**

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
D1	<b>Libraries and Information Services</b>					
D1a	Adult Fines per week Maximum per item People over 60 years		£	No charge N/A No charge	No charge N/A No charge	April 2023 April 2023
D1c	Inter-Library Loan			Full cost recovery (will vary for each item)	Full cost recovery (will vary for each item)	April 2023
D1d	Reader's Tickets – Replacement Computer Card			£1.00	£1.50	April 2023
D1g	Photocopies: Per A4 copy b/w Per A3 copy b/w Per A4 copy colour Per A3 copy colour  Microfilm/fiche per A4 sheet  Internet: Computer printouts Computer printouts (colour)  Digital Scanning/Emailing -		£	Please See Section <b>A18</b>  £0.90  £0.15 £0.50  £2.05 for first sheet and thereafter £0.10 per sheet	Please See Section <b>A18</b>  £2.50  Same as photocopy charges <b>see A18</b>  £2.20 for first sheet and thereafter £0.10 per sheet	April 2023  April 2023 April 2023  April 2021

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	3D Printing			Standard Setup Fee - £2 plus £1 per 50g used. (Minimum charge of £3)	Standard Setup Fee - £2.50 plus £1.00 per 50g used. (Minimum charge of £3.50)	April 2022
D1h	Heritage searches (per hour)		£	£34.00	£36	April 2023
D1j	Learning Centre 1:1 tuition			£27.00	£29	April 2023
D2	<p><b>Elgin Library accommodation per hour</b></p> <p>Community (small – capacity 1-10 people)</p> <p>Community (medium – capacity 11-50 people)</p> <p>Community (large – capacity 51+ people)</p> <p>Private/commercial (small – capacity 1-10 people)</p> <p>Private/commercial (medium – capacity 11-50 people)</p> <p>Private/commercial (large – capacity 51+ people)</p> <p>Requests for bookings can be considered out-with normal hours at an additional cost per booking per hour (cost will be determined on request)</p>		£15,000			April 2021



## SECTION E: EDUCATION

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
E2.	<b>SPORTS COACHING</b> Sports coaching sessions  Active Start Session (45 mins)  Walking Sports  Trampolining/specialist sessions		£ (includes £ FitLife)	£4.40  £4.40  £3.00  £4.40	£4.65  £4.65  £3.20  £4.65	April 2023    New April 2023
	<b>MORAY MUSIC CENTRE</b>  Moray Music Centre weekly fee			£5.00	£5.50	April 2023
E3.	<b>SCHOOL MEALS</b>  Primary School Meals  (Secondary School meals are priced per item selected)		£	£2.40  Cafeteria system – charge per item	£2.45  Cafeteria system – charge per item Priced individually and will be uplifted an average by 5.7%. Head of Service has delegated authority on pricing to balance income and uptake item. Free	August 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
					school meal allowance is £2.65	
E4	<b>ADULT SITTING SQA</b> Examination in school			Set by SQA	Set by SQA	

## SECTION F: ECONOMIC GROWTH AND DEVELOPMENT SERVICES

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F1	<b>Environmental Health</b>					
F1a.	Pest Control Services Wasps and bees (visit fee) Fleas (visit fee) All other services (visit fee)		£	£90 + VAT £167 + VAT £100 + VAT	<b>PEST CONTROL WILL CEASE ON 31 MARCH 24 DUE TO CUTS</b>	April 2023 April 2023 April 2023
	Bait treatment units, if required, as listed below (to cover cost)			<b>Various, at full cost – will increase at next purchase date</b>		
	K-Othrine WC250			£6.19 + VAT (2.5g)		
	Maxforce			£8.44 + VAT (each)		
	Pro Control Insect Killer			£7.88 + VAT (per can)		
	Wasp Nest Destroyer			£11.18 + VAT (per can)		April 2020
	Neosorex Rat Gold Packs			£10.77 + VAT (1kg)		April 2020
	Control Blox			£9.06 + VAT (1kg)		April 2020
	Brombait			£8.58 + VAT (3kg)		April 2020
	Brodifacoum			£9.56 + VAT (1kg)		
	Coopex Mini Generators			£5.06 + VAT (each)		
	Ficam			£7.05 + VAT (0.5kg)	£ + VAT (0.5kg)	April 2020

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F1b.	Release of stray dog	M	Nil	£26.75 + kennel fees	£ 28.25 + kennel fees	April 2023
F1c.	<u>Water Sampling</u>  Type B Risk assessment / review of risk assessment  Type B sampling including preparatory work and admin charge includes cost of analysis  Regulation 2 Samples  Regulation 2 request sample (in addition to statutory sample)  Verification samples (to check corrective works)	M  M	£	£50 –stat max  £132 + VAT per sample – stat max  £261 (no VAT)  £237 + VAT  Analysis costs + £107	£50 –stat max  £132 + VAT per sample – stat max  £ 276 (no VAT)  £ 250 + VAT  Analysis costs + £ 113	April 2017  April 2019  April 2023  April 2023  April 2023
F1d.	Swimming pools per sample			£50 + VAT	£ 52.85 + VAT	April 2023
F1e.	Disposal of Unsound Food per request: Commercial  Domestic			£101 + cost of disposal £77 + cost of disposal	£106.75 + cost of disposal £81.40 + cost of disposal	April 2023
F1f.	Burial of Indigent dead Investigation etc			£107 + VAT per hour	£113 + VAT per hour	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F1g.	Non EU Export Certificates (per certificate)		£	£73.56	£78	April 2023
	Attestations to Hubs			£110	£116	April 2023
	EU Export Certificates			£45	£47.60	April 2023
F1h	Public Health duties (Hourly rate per officer) (as F1f)			£107 + VAT per hour	£ 113 + VAT per hour	April 2023
F1i	Section 50 (Licensing) Food Hygiene Certificate		£	£96.83	£102.35	April 2023
	Cooksafe Books (per book)			£5.78 + p+p	£6.10 + p+p	April 2023
	Butchersafe Books (per book)			£5.78 + p+p	£ 6.10 + p+p	April 2023
F1j	Residential Caravan Sites: Sites with 50 Pitches and under		£	First application £905	First application £957	April 2023
	Sites with over 50 pitches			Renewal £656 First application £1,262	Renewal £693 First application £1334	April 2023
	Renewal £725			Renewal £766		
K2.	Landlord Registration fees	S	£	As set	As set	
F2	<b>Contaminated Land</b>					
F2b	Level 1 Land Use Report			£178.60 + VAT	£188.78 + VAT	April 2023
F2c	Level 2 Land Use Report			£428.90 + VAT	£453.35 + VAT	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F2d	Contamination Enquiry Report  Single Residential Property <1000m <sup>2</sup>  Report Single Residential property >1000 m <sup>2</sup> and all commercial requests			£103.66  £103.66 per hour	£109.57  £109.57 per hour	April 2023  April 2023
F3	<b>Building Standards</b>					
F3a.	Building Warrant Fees set by Scottish Government	S		As set	As set	May 2005
F3b	Letters of Comfort (LTC)		£	£524	£530	April 2023
F3c	Confirmation of completion Property Inspection of unauthorised works (for up to 2 site visits)			£788	£796	April 2023
F3d	LTC visit 3, and each subsequent visit)			£123	£129	April 2023
	Building Standards Pre application check			£89	£95	April 2023
	For major construction projects requiring Building Standards input to the design process			£142 per hour	£148 per hour	April 2023
F4	<b>Development Management</b>					
F4a	Planning Application Fees – set by Scottish Government	S		As set	As set	2017

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F4b	Recoverable expenditure: Neighbour Notification		£	£127	£133	April 2023
F4c	Section 34 Advertising and Other Advertising (e.g to establish owner of property)			£207	£213	April 2023
F4d	Property History Check			£66	£72	April 2023
F4k	High Hedges			£474	£480	April 2023
F4l	Pre-application advice on Major Development proposals			£1,671	£3,500	April 2023
F4m	Pre-application advice on all local development proposals (except single houses in the town & countryside)			£557	£563	April 2023
F4n	Pre-application advice on single houses in the town & countryside			£167	£173	April 2023
F4n 1	Pre-application advice on commercial developments and changes of use (max floor space 500 sqm)			£167	£173	April 2023
F4o	Development enquiry fees for proposed householder only. All other development types require a Certificate of Lawfulness of Proposed Use or Development			£66	£72	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F4p	Enquiries relating to proposed works to Listed Buildings (only one fee payable if it relates to a householder, local and or major development enquiry).			£66	£72	April 2023
F4q	Requests for Non-material Variation of previously approved scheme:			£210	£218	April 2023
F4r	Pre-application advice for Community Developments			Free	Free	April 2021
F4s	Pre-application advice for Town Centre Developments			Free	Free	
F4t	Pre-application advice for Proposals supporting the Council's food growing strategy			Free	Free	
F4u	Pre-application advice and Planning Applications for Works or alterations to improve access, safety, health or comfort for a disabled person at their home.			Free	Free	



REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F4v	<p>Compliance with conditions Where an applicant seeks confirmation that the terms set out in a condition attached to a planning permission have been met. <i>Note: There is no charge in respect of conditions attached to listed building consent or conservation area consent.</i></p> <p>Where an enquiry relates to a householder development, which would benefit from planning application fee exemption under Reg 7 (means of access, etc. for disabled persons).</p> <p>Where an enquiry relates to a development, which would benefit from planning application fee reduction under Schedule 1, Art 7, (Community Councils).</p>			<p>£100 for each request No limit on number of request</p>	<p>£106 for the first 3 conditions then £106 per condition thereafter</p>	<p>April 2022</p>
				<p><b>Fee Waived in Full</b> <i>Reduced and waived fees subject to agreement by Council</i></p>	<p><b>Fee Waived in Full</b> <i>Reduced and waived fees subject to agreement by Council</i></p>	<p>April 2022</p>
				<p><b>Fee reduced by half.</b> <i>Reduced and waived fees subject to agreement by Council</i></p>	<p><b>Fee reduced by half.</b> <i>Reduced and waived fees subject to agreement by Council</i></p>	<p>April 2022</p>

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F4w	<p>Discharge of conditions Where an applicant seeks approval of information submitted in respect of a condition attached to a planning permission, for the agreement of the planning authority. <i>Note: there is no charge in respect of conditions attached to listed building consent or conservation area consent.</i></p> <p>Where an enquiry relates to a householder development, which would benefit from planning application fee exemption under Reg 7 (means of access, etc. for disabled persons).</p> <p>Where an enquiry relates to a development, which would benefit from planning application fee reduction under Schedule 1, Art 7, (Community Councils).</p>			<p>£100 for each request No limit on number of request</p> <p>Fee Waived in Full <i>Reduced and waived fees subject to agreement by Council</i></p> <p>Fee reduced by half. <i>Reduced and waived fees subject to agreement by Council.</i></p>	<p>£106 for the first 3 conditions then £106 per condition thereafter.</p> <p><b>Fee Waived in Full</b> <i>Reduced and waived fees subject to agreement by Council</i></p> <p><b>Fee reduced by half.</b> <i>Reduced and waived fees subject to agreement by Council</i></p>	<p>April 2022</p> <p>April 2022</p> <p>April 2022</p>

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F4x	<p><b>Surcharges (application from 1 October 2022 Applications made in retrospect)</b> Where an application for planning permission is made after the whole development being applied for has been carried out in full.</p> <p><b>Applications made in retrospect</b> Where an application for planning permission is made when the development being applied for has been started but not completed, including the revised design of a previously granted planning permission.</p>			<p>Fee calculated in accordance with tables above, plus one quarter</p> <p>Fee calculated in accordance with tables above, plus one quarter</p>	<p>Fee calculated in accordance with tables above, plus one quarter</p> <p>Fee calculated in accordance with tables above, plus one quarter</p>	October 2022
F4y	<p><b>NEW CHARGE</b> Compliance/Withdrawal of an Enforcement Notice</p>				£250	New Charge - April 2024
F4z	<p><b>NEW CHARGE</b> Pre-application advice for householder developments</p>				£100	New Charge - April 2024
	<b>NOTE</b> Brief non-specific or general pre-application advice which can be given over the telephone.					
	<b>Planning and Development</b>					

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F4e	Moray Local Development Plan 2015 (hard copy)			£75 plus P&P Individual volumes £25 plus P&P except volume 2 £50 plus P&P	£75 plus P&P Individual volumes £25 plus P&P except volume 2 £50 plus P&P	April 2021
	Moray Local Development Plan 2020 (hard copy)			£75 plus P&P Individual volumes £25 plus P&P except volume 2 £50 plus P&P	£75 plus P&P Individual volumes £25 plus P&P except volume 2 £50 plus P&P	April 2023
F4g	Supplementary Guidance (hard copy)			£12:50 + p&p	£12:50 + p&p	April 2021
F4g 1	Viability Assessments			Applicant to pay District Valuer's fee	Applicant to pay District Valuer's fee	Approved at Committee 2019
F4h	Charge for naming streets & housing		£			
	Address 1			£119	£126	April 2023
	Addresses 2 – 9			£119 + £34per additional addresses 2 - 9 (min £153 /max £391)	£126 + £36 per additional addresses 2 - 9 (min £162 /max £414)	April 2023
	Addresses 10 – 19			£391 + £25 per additional	£414 + £27 per additional	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
				addresses 10 - 19 (min £416 /max £641)	addresses 10 - 19 (min £441 /max £684)	
	Addresses 20 – 49			£641 + £19 per additional addresses 20 - 49 (min £660 /max £1,211)	£684 + £21 per additional addresses 20 - 49 (min £705 /max £1314)	April 2023
	Addresses 50 – 99			£1,211+ £16 per additional addresses 50 - 99 (min £1,227 /max £2,011)	£1314 + £18 per additional addresses 50 - 99 (min £1332 /max £2214)	April 2023
	Addresses 100+			£2,066 + £15 per additional addresses 100+ (min £2,026)	£2214 + £16 per additional addresses 100+ (min £2230)	April 2023
	<b>NEW CHARGE</b> Sponsored Street Name				Negotiated Fee	New Charge - April 2024
F5	<b>Building Standards / Development Management</b>					
F5a	Section 50 (Licensing) Certificate			£62	£68	April 2023
F5b	Copy Documents – Planning Decisions Notice / Building Warrants & Certificate of Completion		£	£33	£75	April 2023
	Search Retrieval Fee – No Reference Number given			£23	£50	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	<b>NEW CHARGE</b> Extra plans and documents £10 per item (max pages of documents 10)				£10	New Charge – April 2024
	<b>NEW CHARGE</b> Extra plans and documents over 10 pages				£20	New Charge – April 2024
	Cost of documents – A4 plans			£0.28	£0.40 plus p+p	April 2023
	Cost of documents - A3 plans			£0.54	£0.60 plus p+p	April 2023
	Cost of documents - A2 plans			£11.50	£11.50 plus p+p	April 2023
	Cost of documents - A1 plans			£13.50	£13.50	April 2023
	<del>Microfiche and Digital Copies – any amount total cost</del> <b>NO LONGER REQUIRED</b>			£11.50		April 2023
F6	<b>Trading Standards</b>					
F6a	<b>Measuring Instruments for Liquid Fuels and Lubricants</b> Per nozzle		£	£101	£107	April 2023
	Testing of Credit Card acceptor (per unit regardless of number of nozzles)			£133	£141	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F6b	<b>Weights Submitted for Test</b> Weights not exceeding 25kg			£14.40 first £9.12 others	£15 £10	April 2023
F6c	<b>Weighing Instruments</b> Not exceeding 15kg  Not exceeding 100kg  Not exceeding 2 tonne  Exceeding 2 tonnes (where the submitter provides labour and testing equipment)  Exceeding 2 tonnes (where Trading Standards provides labour and testing equipment)  Cost recovery for hire of Weighbridge Testing Unit		Included above	£43  £66  £99  £267  By quotation – full cost recovery	£45  £70  £105  £282  By quotation – full cost recovery	April 2023  April 2023  April 2023  April 2023
F6d	<b>Road Tanker – Liquid Fuel Measuring Instrument Above 100 Litres</b> Wet Hose (2 testing liquids)  Wet Hose (3 testing liquids)			£134  £201	£142  £213	April 2023  April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F6e	<b>Other Services</b>  Certificate of Errors or Calibration Certificate on test of weighing/measuring equipment			£57	£60	April 2023
	Hire of weights per day: Quantity not exceeding 205kg Quantity exceeding 205kg		£	£16 £39	£17 £41	April 2023 April 2023
F6f	<b>Hourly Rate &amp; Minimum Call Out Charge for Services not listed above</b>  Trading Standards Officer Support Officer			£83 £47	£88 £50	April 2023 April 2023
F6g	<b>The Explosives Regulations 2014</b>	S	£	As specified in current Health and Safety Fees Regulations	As specified in current Health and Safety Fees Regulations	April 2012
F6h	<b>The Petroleum (Consolidation) Regulations 2014</b>	S	£	As specified in current Health and Safety Fees Regulations	As specified in current Health and Safety Fees Regulations	April 2012
F6j	Public Weighbridge Operator Competence Test and Certificate			£80	£85	April 2023



REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
F7	<p><b>Economic Development</b> Markets coming to Moray</p> <p>All commercial operators using the Plainstones in Elgin 1 visit is up to 3 days maximum.</p>		£	£120.81	£127.70	April 2023

## SECTION G: WASTE MANAGEMENT, LAND AND PARKS

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
G1	<b>Waste collection and disposal</b>			All charge are net of VAT		
G1b	Collection of bulky household refuse (white and non-white goods)		£	£24	£26.67	April 2023
G1d	Disposal of Commercial Fridges/Freezers	SD		Individually assessed	Individually assessed	April 2016
G1e.	Residual Waste per bin per week 140 ltr bin 240 ltr bin 360 ltr bin 660 ltr bin 1100 ltr bin 1280 ltr bin Assessed per sack or equivalent		£	£5.29 £9.04 £13.61 £23.84 £39.73 £46.21 £4.52	£5.60 £9.55 £14.40 £25.25 £41.60 £49 £4.80	April 2023
G1f.	Recyclable Trade Waste per bin per week 140 ltr bin 240 ltr bin 360 ltr bin 660 ltr bin 1100 ltr bin Assessed – Cardboard packaging		£	£2.11 £3.59 £5.42 £9.37 £15.59 Based on equivalent bin size	£2.25 £3.80 £5.75 £10.00 £16.50 Based on equivalent bin size	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
G1g.	Recycling Centre Pass			£246.88	£300	April 2023
G1h.	Disposal of commercial and industrial waste (per tonne)  For difficult waste		£	£29.00  £46.68	£31.00  £50.00	April 2023
G1i.	Skip/Container hire - based on recovery of costs i.e. location/frequency of service/disposal costs		£	Individually assessed	Individually assessed	
G1j.	Disposal of green waste from landscape gardeners		£	£35.59	£38.00	April 2023
G1k	Charge per suite of bins/boxes for new properties		£	£132.00	£140.00	April 2023
G1l	Household garden waste permits		£	£36 pa per bin	£50.00 pa per bin	April 2023
G1m	Use of Waste Disposal points by Caravans/Camper Vans			£7.00	£7.50	April 2023
G1n	Sub-contractor administration fee for Moray servicing bins as part of a national waste contract		£	NA	10% of applicable weekly fee	New Charge
G2	<b>Burial Grounds</b>			All charges are net of VAT		
G2a.	Sale of Lair Non-Resident Sale of Lair Fee for transfer of lair		£	£906.58 £1,919.74 £50.49	£ £ £	April 2023 April 2023 April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Non-Resident Fee for transfer of Lair			£930.14	£	April 2023
G2b.	Interment Charges Under 18 years of age Over 18 years of age Fee for Non-Moray Resident		£	Nil £1,044.58 £1,917.50	Nil £ £	April 2023
G2c.	Additional charge for interments Saturday (over 18 years) Non-Moray Resident Sunday (over 18 years) Non-Moray Resident		Included above	£522.85 £959.31 £1,044.58 £1,917.50	£ £ £ £	April 2023
G2d.	Purchase of Cremated Remains Lair in Garden of Remembrance Non-Moray Residents  Fee for interment of casket Fee for Non-Moray Resident  Additional charge for Caskets: Saturday Non-Moray Resident Sunday Non-Moray Resident  Scattering of Ashes on Grave Non-Moray Resident		£Nil	£520.61 £1,181.47  £246.84 £561  £123.42 £280.50 £246.84 £561  £42.64 £105.47	£ £  £ £  £ £  £ £	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
G2e.	Fee for digging foundations for headstone Non-Resident Fee for digging foundations for headstone		£	£120.05 £346.70	£ £	April 2023
G2f.	Search Fee		Nil	£74.05	£	April 2023
G2g.	Disinterments		Nil	Individually assessed	Individually assessed	N/A
G3	<b>Hiring a space for an event in a park or open space</b>			All charges are net of VAT		
	<b>Fairgrounds</b>		£			
G3a.	Stalls & Children's ride-on units  <ul style="list-style-type: none"> <li>• April-September (per day for first seven days)</li> <li>• October-March (per day for first seven days)</li> </ul> Thereafter per day: April-September October-March			£15.37 £7.24  £7.24 £3.93	£16.25 £7.65  £7.65 £4.15	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
G3b.	Large ride-on units (dodgems, waltzer, big wheel etc) <ul style="list-style-type: none"> <li>• April-September (per day for first seven days)</li> <li>• October-March (per day for first seven days)</li> </ul> Thereafter per day: April-September October-March			£53.75  £21.75  £21.75 £10.92	£57.00  £23.00  £23.00 £11.55	April 2023
G3c	Circuses  Small Circus Deposit  Daily Fee Admin fee  Large Circus Deposit  Daily Fee Admin fee			£500  £375.87 £55.00  £500  £500.41 £110	£500  £400 £60  £500  £530 £120	April 2022  April 2023 April 2023  April 2022  April 2023 April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
G4	Commercial Events		£0			April 2022
	Small – up to 199 expected attendees / capacity					
	Deposit			£500	£500	April 2022
	Admin Fee			£55	£60	April 2023
	Daily Fee			£330	£350	
	Medium – between 200 - 499 expected attendees / capacity					
	Deposit			£1,000	£1000	April 2022
	Admin Fee			£55	£60	April 2023
	Daily Fee			£385	£410	
	Large – between 500 – 1000 expected attendees / capacity					
	Deposit			£2,500	£2500	April 2022
	Admin Fee			£110	£250	April 2023
	Daily Fee			£440	£470	
	Major – more than 1000 expected attendees / capacity					
	Deposit			£5,000	£5000	April 2022
	Admin Fee			£110	£250	April 2023
	Daily Fee			£550	£585	
G5	Community Charity and Not for Profit Events		£0			April 2022
	Deposit			Nil	Nil	
	Admin Fee			Nil	Nil	
	Daily			Nil	Nil	

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
G6	Photography Shoot (Commercial) – Full Day Deposit Admin Fee Daily fee  Filming (Commercial) Deposit Admin Fee  Daily fee		£0	TBC – Note (1) POA £150  TBC – Note (1) POA (Price on Application) £125 per hour	TBC – Note (1) POA £160  TBC – Note (1) POA (Price on Application) £135 per hour	April 2022 April 2023 April 2022  April 2022  April 2023
G7	Personal Trainer / Bootcamp – Commercial Deposit Admin Fee Daily fee		£0	TBC – Note (1) £0 £0		April 2022
G8	Electricity Charge for Events			Full cost recovery.  £0.27 p/kWh @ 1 April 2023	Full cost recovery.  £0.31 p/kWh @ 1 April 2024	April 2023



REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
G9	Memorial Benches (park or green space);  OR  Memorial Benches (park or green space): Phoenix Lowther Phoenix Jubilee Clifton Picnic Table Pembridge Picnic Table (with wheelchair accessible area)			Price on application   £1,100 £1,500 £1,620 £1,200 £1,460  (above prices excl VAT – website page with detail is being provided to support this. Charges cover the bench and materials/labour to install)	Price on application   £1,165 £1,590 £1,715 £1,270 £1,545  (above prices excl VAT – website page with detail is being provided to support this. Charges cover the bench and materials/labour to install)	New Charge April 2023

Lets for advance units and for approved non-operating days due to inclement weather will be charged at a third of the above prices.

(1) TBC – To be confirmed on application subject to potential risk of ground damage

## SECTION H: FLEET, ROADS AND TRANSPORTATION

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
H1	<b>Fleet Services</b>			All charges are net of VAT		
H1a	Taxis		£			
	Taxi Test			£62.20	£65.50	April 2023
	Taxi Re-Test			£62.20	£65.50	
	Meter Calibration			£17.80	£18.80	
	Duplicate Certificate			£15.50	£16.00	April 2021
H1b	Prohibition Clearance on Taxis			£15.50	£16.00	April 2021
H1c	M.O.T Certificate Issue with Taxi Test M.O.T Class 7 Vehicles	M	£	These are charges set by DVSA	These are charges set by DVSA	April 2023
	M.O.T Test Class 4	M				
	M.O.T Partial Re-Test	M				
H1d	Duplicate MOT & Taxi Compliance Certificate	M		These are charges set by DVSA	These are charges set by DVSA	April 2023
	Note: DVSA now online service but can still be issued aligned taxi certificated (very rarely issued)					
H1e	Vehicle Rectification Certificate		£	DVSA charge	DVSA charge	April 2023
H1g	Minibus Drivers Assessment			£67.10	£70.92	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
H2	<b>Roads</b>			All charges are net of VAT		
H2a	<b>Consent for excavating in a road by a private party:</b>  Road opening permit – no apparatus – minor works Road opening permit – standard works Road opening permit + permit for installation of plant – major works (per unit of inspection)  Additional inspection fee for installation of plant. As defined in the Scottish Road Works Register (SRWR)  Penalty for overrun of road opening permit – minor works Standard Fixed Penalty Notice. As defined in the Road Works (Fixed Penalty) Regulations			£170  £305  £800   In line with SRWR charge   In line with SRWR charge	£180  £322  £846   In line with SRWR charge   In line with SRWR charge	April 2023 rounded up/down
H2b.	<b>Road occupations</b>  <u>Scaffolding</u> Up to 7 days Up to 14 days Up to 21 days Up to 28 days Up to 35 days Up to 42 days		£	£90 £165 £245 £320 £410 £485	£95 £174 £259 £338 £433 £513	April 2023 rounded up/down

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Extension to existing permit: Up to 7 days* Up to 14 days* Up to 21 days* Up to 28 days* Up to 35 days* Up to 42 days*			£90 £165 £245 £320 £410 £485	£95 £174 £259 £338 £433 £513	April 2023 rounded up/down
	*Penalty for over-run of permit Standard Fixed Penalty Notice (+ cost of permit) (As defined in the Road Works (fixed penalty) Regulations 2008			As set by the Scottish Road Works Commissioner	As set by the Scottish Road Works Commissioner	
	Mobile Scaffold Tower			£65	£69	April 2023 rounded up/down
	Crane/Cherry Picker permits up to a week			£150	£159	
	Temporary traffic signals up to 7 days			£130	£137	
	Builders Skips up to 7 days Building materials up to 7 days			£65 £65	£69 £69	

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Additional fee for deposition of skip/builders material in Car Park per bay up to 7 days (free car parks / low turnover)			£40	£42	April 2023 rounded up/down
	Additional fee for deposition of skip/builders material in Car Park per bay up to 7 days (in a medium/high turnover car park)			£65	£69	April 2023 rounded up/down
	Licensed vehicle parked in road to service works/operations with pedestrian area between 11:00 and 16:00			£65	£69	April 2023 rounded up/down

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Contractors vehicle parked in road to service works/operations within Commerce Street, Elgin			£65	£69	April 2023 rounded up/down
H2c.	<b>Temporary Traffic Orders</b> Up to and including five days* Traffic Order* Any extension to order*		£	£340 £1,615 £1,370	£359 £1,707 £1,448	
	<b>Community Events</b> Commercial (Admission Charges and Stallholder Fees)			£230	£243	
	Community Events (Mass Events / Free Access)			£110	£116	
	Seasonal Community Events (Parades/Street Parties)			£25	£26	
	Remembrance Day Services			Free	Free	
	* Penalty for over-run of permit Standard Fixed Penalty Notice (+cost of permit) as defined in the Road Works (fixed penalty) Regulations 2008			As set by the Scottish Road Works Commissioner	As set by the Scottish Roads Works Commissioner	

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
H2d.	<p><b>Traffic Data &amp; undertaking Temporary Traffic Surveys</b></p> <p>Full survey data provided by post or email (Commercial) As above (Voluntary)</p> <p>Undertaking a temporary survey for maximum 7 days and providing full survey data (Commercial) As above (Voluntary)</p> <p>Collation and provision of collision data (up to 2 hours preparation)</p> <p>Collation and provision of collision data (for each additional hour preparation or part thereof)</p>		£			<p>April 2023 rounded up/down</p>
				£185	£196	
				£100	£106	
				£520	£550	
				£260	£275	
				£155	£164	
				£75	£79	
H2e.	<p><b>Road Status Enquiry (outwith Formal Property Enquiry System)</b></p> <p>Application for information for road classification from the statutory list of public highways. Charge per application</p>		£			<p>April 2023 rounded up/down</p>
				£50 + VAT = £60.00	£53.33 + VAT = £64.00	

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
H2f.	<b>Private Parties/ Accident Damage</b> Fee for engineer/inspector			15% of value of construction work	15% of value of construction work	April 2017
H2g.	<b>Provision of signage on request</b>  Tourist Signposting  Local Destination Signs			Individually calculated to cover the cost of design, manufacture and erection	Individually calculated to cover the cost of design, manufacture and erection	April 2017
H2h	<b>Outdoor Hospitality</b>  Placement of furniture and non-furniture on public footway	<b>NEW</b>			£175.00	As Approved at Special Moray Council 25/10/23
H3.	<b>CAR PARKING CHARGES</b>		£	Inclusive of VAT		
	<b>High Turnover Sites</b> Moray Street, Ladyhill Road, St Giles levels 5 & 6, Cooper Park 8am- 12 noon (first 30 mins free - Cooper Park only) Period: Up to 30 mins Up to 1 hour Up to 2 hours Up to 3 hours Up to 4 hours			£0.50 £1.50 £2.00 £2.50 £3.00	<b>removed</b> £1.00 £2.00 £2.50 £3.00	January 2024



REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	<b>Medium Turnover Sites</b> Northfield Terrace, South Street, Hall Place, St Giles Levels 1-4, North Port, North College Street West Period: Up to 30 mins Up to 1 hour Up to 2 hours Up to 3 hours Up to 4 hours 4+ hours			£0.50 £1.50 £2.00 £2.50 £3.00 £5.00	removed £1.00 £2.00 £2.50 £3.00 £5.00	January 2024
	<b>Low Turnover Sites</b> Lossie Green, Lossie Wynd, Batchen Lane - all levels  All Day Weekly Ticket			£1.00 £5.00	£2.00 £10.00	January 2024
	Elgin Railway Station (all day) Elgin Railway Station (weekly)  Parking Notices Parking Notices (if paid within 14 days)			£2.00 £10.00 £80.00 £60.00	£2.00 £10.00 £80.00 £60.00	May 2018 April 2018
	<b>Staff Car Parks – per day</b>		Included above	£1.00	£2.00	November 2019
	<b>Season Tickets</b> includes VAT High Turnover Site  Medium Turnover Site		Included above	n/a no all day parking £45.00	n/a no all day parking £50.00	January 2024

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Elgin Railway Station Low Turnover Site			£40.00 £20.00	£40.00 £40.00	May 2018 January 2024
	Charge for opening multi storey car parks outwith opening hours			£54.00	£70.00	January 2024
	Electric Charge Point (per Visit) - flat rate to ensure operation of unit remains cost neutral			£0.30 per kw/h	Removed see below	April 2023
	Rapid chargers - per kWh. (Minimum charge £1.00)	NEW			£0.56	January 2024
	Rapid Charger Overstay fee (applied after 70 minutes from start of session)	NEW			£10.00	January 2024
	Fast chargers - per kWh. (Minimum charge £1.00)	NEW			£0.43	January 2024
H4.	<b>Roads Construction Consent (RCC)</b>		£			April 2016
	Inspection fee			£64 per £1,000 of road bond value	£ per £1,000 of road bond value	
	Second or subsequent RCC application			£287	£	

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
H5	<b>Public Transport Unit</b>					
H5a	<b>Hire of vehicle (without driver)</b> Excluding charges made under fixed contract with annual RPI increases Daily charge Plus mileage charge: 0-130 miles (per mile)			£50 £1.25	£55 £1.33	April 2023 Increase due to cost of running fleet  10%  8%
H5b	<b>Hire of vehicle (with driver)</b> Minimum daily charge 0-130 miles (per mile)  Driver per hour Mon – Fri Driver per hour weekend & public holiday			£50 £1.25  £20 £25	£55 £1.33  £22 £27	April 2023 10% 8%  rounded up rounded up
H5c	Duplicate school bus pass			£10.00	£15.00	Last increase August 2018
H5d	Community bus fares		£21,000	Adult Single £3-£9 Adult Return £5-£9 10 Journeys £20-£36 Annual £800 - £1,400	Adult Single £3-£9 Adult Return £5-£9 10 Journeys £20-£36 Annual £800 - £1,400	April 2022 Actual implementation May 2023

## SECTION I: HARBOURS

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Commercial harbours Leisure harbours		£ £	All charges are net of VAT unless indicated		
I1	<b>Cargo Vessels</b>					
I1a	Cargo Vessel – per 7 days or part thereof (per dead weight all told ton (where GT exceeds DWAT, payment will be based on GT)			£0.58	£0.61	April 2023
I1b	Cruise ships - per 7 days or part thereof (per dead weight all told ton - where GT exceeds DWAT)	NEW			£0.50	
I1c	Self Propelled and towed barges per 7 days or part thereof (per m2 or part thereof)			£1.12	1.18	April 2023
I1c (i)	All CTV per day (per length, per metre or part thereof)  All CTV per month (per length, per metre or part thereof) non refundable  All CTV per annum (per length, per metre or part thereof) non refundable			£3.53  £69.51  £774.02	£4.00  £81.00  £851.00	April 2023  10% increase in line with neighbouring ports -rounded up/down
I1d	Tugs and maintenance/service vessels – per 7 days or part thereof per m or part thereof			£5.36 Minimum charge £80.00	£6.00 Minimum charge £85.00	April 2021 rounded up

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
l1f	Compulsory garbage (cargo)(on arrival per visit)			£80.33	£85.00	April 2021 rounded up
l1g	Storage of cargo equipment on piers and quaysides per 7 days of part thereof (per m <sup>2</sup> or part thereof)			£5.36	£6.00	April 2021 rounded up
l1h	Handling mooring ropes (per hour or part thereof per person) during normal working hours (08:00 – 18:00)  Handling mooring ropes (per hour or part thereof per person – outwith normal working hours 18:00 - 08:00)			£55.70  £100.23	£59.00  £106.00	April 2023 rounded up
l1i	Passengers embarking and disembarking per trip including pleasure vessels, sea angling and excluding passengers on pilot boat and vessels being charged as CTV – per passenger			£1.18	£1.25	April 2023
l1j	Cleaning of piers following cargo movement – per hour or part thereof			£246.11	£260.14	April 2023
l1k	Fast Rescue Craft – per entry/departure			£55.16	£58.30	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
I1l	Cleaning of Piers when waste left by any vessel (excl cargo)			£50	£53.00	April 2021 rounded up/down
I1m	Annual compound charge for chartered vessels (including sea angling, wildlife, tourism – charge inclusive of garbage and passenger fees) Up to 10m – per annum 10m to 15m – per annum Over 15m – per annum			£1,000 £1,500 £2,000	£1,057.00 £1,586.00 £2,114.00	rounded up/down  April 2022 April 2023 April 2023
I1n	<b>Supply of ice:</b> Per tonne  Per standard fish box			£66  £2.75	£70.00  £3.00	rounded up/down April 2023  April 2023
I2	<b>Fishing Vessels</b>					April 2020
I2a	<u>Composition Fee</u> (entries to qualify for quarterly composition fee = 3 entries in 1 <sup>st</sup> month) Vessels: Under 10m 10-17m 17-22m 22-26m 26-30m Over 30m			£39.11 £58.85 £87.36 £106.94 £124.79 £203.18	£41.34 £62.20 £92.34 £113.04 £131.90 £214.76	
I2b	<u>Single Entry</u> (per 7 days or part thereof – including vessels laid up)					

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Vessels: Under 10m 10-17m 17-22m 22-26m 26-30m Over 30m			£39.11 £58.85 £87.36 £106.94 £124.79 £203.18	£41.34 £62.20 £92.34 £113.04 £131.90 £214.76	
I2e	Surcharge after a continuous period of 12 weeks			50% on top of charges above	50% on top of charges above	April 2006
I2f	Compulsory garbage charge (on arrival, per visit) Up to 10m Over 10m <b>This charge will be levied on only one occasion per vessel per week</b>			£10.00 £20.00	£11.00 £22.00	rounded up/down April 2021 April 2021
I2g	Storage of Fishing equipment in net storage area (per m <sup>2</sup> per month or part thereof)			£1.63	£2.00	April 2020 rounded up/down
I2h	Vessels less than or equal to 10m in length engaged in licensed creel fishing  Where non declaration of fish landings per quarter, per vessel			Recreational dues plus 2% of catch value  £420.00	Recreational dues plus 2% of catch value  £444.00	April 2012  April 2020 rounded up/down
I3	<b>Recreational Vessels</b>					

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
I3a	<b>Pontoon Berth - Annual</b> berthing charges (inc VAT)					April 2023 rounded up/down
	Over 3 - 4m			£366.96	£388.00	
	Over 4 - 5m			£458.70	£485.00	
	Over 5 – 6m			£550.44	£582.00	
	Over 6 – 7m			£642.18	£679.00	
	Over 7 – 8m			£733.92	£776.00	
	Over 8 – 9m			£825.66	£873.00	
	Over 9 – 10m			£917.40	£970.00	
	Over 10 – 11m			£1,009.14	£1,067.00	
	Over 11 – 12m			£1,100.88	£1,164.00	
	Over 12 – 13m			£1,192.62	£1,261.00	
	Over 13 – 14m			£1,284.36	£1,358.00	
	Over 14 – 15m			£1,376.10	£1,455.00	
	Over 15 – 16m			£1,467.84	£1,552.00	
	Over 16 – 17m			£1,559.58	£1,649.00	
	Over 17 – 18m			£1,651.32	£1,746.00	
	Over 18 – 19m			£1,743.06	£1,843.00	
	Over 19 – 20m			£1,834.80	£1,940.00	
	Each metre thereafter			£91.74	£97.00	



REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	<b>Wall/Loose Mooring</b> - Annual berthing charges (inc VAT)					April 2023 rounded up/down
	Over 3 - 4m			£306.00	£324.00	
	Over 4 - 5m			£382.50	£405.00	
	Over 5 – 6m			£459.00	£486.00	
	Over 6 – 7m			£535.50	£567.00	
	Over 7 – 8m			£612.00	£648.00	
	Over 8 – 9m			£688.50	£729.00	
	Over 9 – 10m			£765.00	£810.00	
	Over 10 – 11m			£841.50	£891.00	
	Over 11 – 12m			£918.00	£972.00	
	Over 12 – 13m			£994.50	£1,053.00	
	Over 13 – 14m			£1,071.00	£1,134.00	
	Over 14 – 15m			£1,147.50	£1,215.00	
	Over 15 – 16m			£1,224.00	£1,296.00	
	Over 16 – 17m			£1,300.50	£1,377.00	
	Over 17 – 18m			£1,377.00	£1,458.00	
	Over 18 – 19m			£1,453.50	£1,539.00	
	Over 19 – 20m			£1,530.00	£1,620.00	
	Each metre thereafter			£76.50	£81.00	

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	<b>Hardstanding</b> - Annual berthing charges (inc VAT) Over 3 - 4m Over 4 - 5m Over 5 – 6m Over 6 – 7m Over 7 – 8m Over 8 – 9m Over 9 – 10m Over 10 – 11m Over 11 – 12m Over 12 – 13m Over 13 – 14m Over 14 – 15m Over 15 – 16m Over 16 – 17m Over 17 – 18m Over 18 – 19m Over 19 – 20m Each metre thereafter			£244.80 £306.00 £367.20 £428.40 £489.60 £550.80 £612.00 £673.20 £734.40 £795.60 £856.80 £918.00 £979.20 £1,040.40 £1,101.60 £1,162.80 £1,224.00 £61.20	£260.00 £325.00 £390.00 £455.00 £520.00 £585.00 £650.00 £715.00 £780.00 £845.00 £910.00 £975.00 £1,040.00 £1,105.00 £1,170.00 £1,235.00 £1,300.00 £65.00	April 2023 rounded up/down
I3c	Discounted rate for pensioners (boats less than 7m in length) (for current beneficiaries only)			75% of current relevant charge	75% of current relevant charge	
I3d	Trailers and vessel moving equipment – intended to be left on harbour property for storage (outwith period of launch/recovery of vessels) per annum	<b>NEW</b>			£200.00 + VAT = £240.00	

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
l3e	Rover Ticket - in line with Aberdeenshire Council			£66.67 + VAT = £80	£ 75.00 + VAT = £90.00	April 2021
l3f	Visiting Vessel Day Ticket per day or part thereof			£16.67 + VAT	£20.83 + VAT = £25.00	April 2019
l4	<b>Harbour Dues</b>					
l4e	Use of port/harbour to demonstrate or test equipment/ vessel or any other similar event (commercial) - per day or part thereof			£257.04	£271.69	April 2023
l4f	Use of port/harbour for community/ charity events			£107.10	£113.20	April 2021
l4g	Use of harbour for paddlesports etc			By individual agreement	By individual agreement	April 2019
l4h	Hire of Single Gangway			£37.49	£40.00	April 2021 rounded up/down
l4i	Hire of Forklift and operator (on application -subject to availability)	NEW			£70.00 ph Minimum 2 hours	
l4j	Attendance of harbour staff outside of normal working hours and/or public holidays	NEW			Full cost recovery	
l5	<b>Wharfage</b>					

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
15a	Minimum charge – all categories per tonne (change in pricing arrangement)			£224.91	£237.73	April 2023
15b	Basic materials, manufactured goods, fuels (other than petroleum spirit) per tonne			£1.21	£1.28	April 2020
15c	Wet fish, including fish consigned to or from any harbour not owned by Moray Council			2.5% Ad valorem	2.5% Ad valorem	April 2008
	Wet fish “That part of landings of white fish and shellfish in excess of £7,500 in value”			1.5% Ad valorem	1.5% Ad valorem	April 2008
15d	Wood, Lumber, Cork, Chipboard and Blockboard per cubic metre			£1.05	£1.11	April 2020
15f	Foods (other than wet fish) per tonne			£1.21	£1.28	April 2020
15g	Fabricated Goods per tonne			£7.99	£8.45	April 2023
15h	<u>“Loyalty” Reduction in Charges</u> Above 25,000 tonnes			Scale rate less 5%	Price on application	April 2006

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
15j	Dangerous Goods (any hazardous chemicals – explosives or inflammables) per tonne			£85.21	£90.00	April 2020 rounded up/down
15k	Heavy lifting for extraordinary specialised activities, eg transformers, wind turbine parts 50-99 tonnes – per tonne 100-149 tonnes – per tonne 150-249 tonnes – per tonne Over 250 tonnes – per tonne			£1.61 £2.01 £2.42 £2.82	£1.77 £2.21 £2.66 £3.10	April 2023 10% increase in line with neighbouring ports
16	<b>Slipway and repair pads</b>					
16a	Any recreational vessel using a slipway inclusive of one entry and one exit from the harbour per occasion  Any commercial vessel using a slipway inclusive of one entry and one exit from the harbour per occasion  Season ticket for recreational unlimited use of any Council slipway, valid for 12 months, commencing 1 April per vessel  Season ticket for commercial unlimited use of any Council			£16.67 + VAT  £25 + VAT  £61.20 + VAT  £425.00 + VAT	£20.83 + VAT = £25.00  £ 26.67+ VAT= £32.00  £65.00 + VAT = £78.00  £499.17+ VAT= £539.00	April 2019 9% increase in line with neighbouring ports  April 2019 9% increase in line with neighbouring ports  April 2021 9% increase in line with neighbouring ports  April 2021 9% increase in line with neighbouring ports

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	slipway, valid for 12 months, commencing 1 April per vessel					
17	<b>Weighbridges</b>  Goods shipped or unshipped on which harbour dues are payable per tonne (to nearest tonne)  Other goods per weighing			£0.37  £12.50 + VAT = £15.00	£0.39  £13.33 + VAT = £16.00	April 2021  April 2023 rounded up/down
18	<b>Pilotage</b>					April 2021
18a	Per gross registered ton  Minimum charge			£0.43  £254.85	£0.45  £270.00	April 2021  April 2023 rounded up/down
18b	Detention Charge for Late arrival of vessel - per hour or part thereof			£254.85	£270.00	April 2023 rounded up/down
18c	Hire of Pilot-Boat and crew per hour or part thereof including towing support activity and similar Per passenger or crew member			£254.85	£270.00	April 2023 rounded up/down

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
I8d	Pilot Boat Maintenance Charge "per dead weight all told ton" (to be applied when pilotage not requested) (where GT exceeds DWAT, payment will be based on GT)			£0.16	£0.17	April 2021
I9	<b>Supply of Water</b>					
I9a	Cargo vessels: Minimum Charge Charge per tonne or part thereof			£10.00 £5.00	£11.00 £5.30	April 2021 April 2021 rounded up/down
I9b	Fishing Vessels regardless of whether a composition fee has been paid Up to 10m 10-20m Over 20m <b>On each occasion</b>			£5.51 £11.03 £17.03	£6.00 £12.00 £18.00	April 2021 April 2021 April 2021 rounded up/down
I9c	Recreation vessels on each occasion			£5.51	£6.00	April 2021 rounded up/down
I10	<b>Supply of electricity</b> - cost per electrical unit Up to 3 hours Per Electrical unit			£10.71 + VAT £0.33 + VAT	£12.00 + VAT £0.35 + VAT	April 2021 April 2021 rounded up/down
I12	Fuel transfer - cost per tonne			£2.68	£3.00	April 2021 rounded up/down

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
113	Ground rent for container/fuel tank (per sq m per annum (pro rata))			£16.07	£17.00	April 2021 rounded up/down
114	<b>Hire of Room at Harbour Office</b> Standard per hour or part thereof Junior/over 60/charity per hour or part thereof Business Rate per hour or part thereof			£26.00 £20.00 £36.00	£27.50 £21.00 £38.00	April 2023



## SECTION K: HOUSING AND PROPERTY

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
K1.	Housing Support: Warden's Service: The Moray Council Sheltered Housing		£	£36.73	£38.82	April 2023
K2.	Homeless Temporary Accommodation Service			£179.04	£189.25	September 2023
K3	<b>Recharge of Council's Estates' costs</b>		£			
K3a	Applications to purchase ground for incorporation into gardens:  Initial fee (confirming ownership, valuation, preparing plan, title check by Legal Section)  Final fee (processing application)  Committee report preparation			£350  £550  £450	£370  £580  £475	April 2023  April 2023  April 2023
K3b	Applications for Site Compounds and Mobile Trading on Council land  Initial fee (confirming ownership, consultation with Council officers and local members, drafting of licence)			£175	£185	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
	Complex transactions			Hourly rate of £49 - £100 per hour	Hourly rate of £52 - £106 per hour	April 2023
K3c.	Consents:  (a) Assignations of lease  (b) Sub leases: standard leases  (c) Early lease terminations: standard charge  Complex transactions  Discount for not-for-profit tenants			£450 minimum  £250 minimum  £330  Hourly rate of £49 - £100 per hour  Hourly rate of £24.50 - £50 per hour	£475 minimum  £300 minimum  £350  Hourly rate of £52 - £106 per hour  Hourly rate of £26 - £53 per hour	April 2023  Above inflation increase to reflect amount of work required
K3d	Utility companies:  Scottish Water/Gas -  Electricity Telecoms  Electricity/Telecoms (complex)			200% Rydes Scale  £350 minimum £350 minimum  Hourly rate of £49 - £100 per hour	200% Rydes Scale  £370 minimum £370 minimum  Hourly rate of £52 - £106 per hour	April 2023

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
K3e	Private parties  Water and Sewerage			200% Rydes Scale	200% Rydes Scale	April 2011
K3f	Public consultations for common good property transactions  Standard transaction – alienable property  Complex transactions			£250 minimum.  Hourly rate of £49 - £100 per hour as well as expenses incurred.	£265 minimum.  Hourly rate of £52 - £106 per hour as well as expenses incurred.	April 2023
K3g	Recharge of Council's Estates' costs in relation to discretionary property transactions/work			Hourly rate of £49 - £100 per hour	Hourly rate of £52 - £106 per hour	April 2023
K4	<b>Late Payment of Commercial Rents</b>					April 2023
K4a	Initial investigation and contact with tenant and issue of correspondence pursuing payment			£50	£65	Above inflation increase to reflect amount of work required
K4b	Negotiate and issue Payment Arrangement			£75	£100	Above inflation increase to reflect amount of work required

REF	SERVICE	CODE S/M/SD	BUDGET 2023/24	CHARGE 2023/24	CHARGE 2024/25	DATE OF LAST CHANGE
K4c	Instruct legal action			£100	£106	
K4d	Copy documents			£50	£75	Above inflation increase to reflect amount of work required
K4e	Sheriff Officers			Recovery of actual cost to the Council	Recovery of actual cost to the Council	