

# Fees and Charges – 2026/27

## Introduction

The legal framework for charging for services is primarily set out in **Section 3 of the Localism Act 2011** and **Section 93 of the Local Government Act**, alongside other specific statutory provisions and local policy objectives. These determine which services are subject to charges and the level at which those charges are set.

**Statutory Fees and Charges** are established by relevant national bodies, typically those with regulatory responsibility for the service. These must be adhered to without variation.

**Discretionary Fees and Charges** largely fall into the following categories:

- **Cost Recovery** – where charges are set to fully recover the cost of providing the service,
- **Subsidised** – where the County Council has chosen to subsidise a service when setting the fee or charge.

The County Council's policy is to increase discretionary fees and charges annually in line with the **Retail Price Index (RPI)**. For 2026/27, charges are based on an estimated **4% increase**, informed by a rounded average of projected inflation for the year ahead. This assumption underpins the financial planning for the 2026/27 budget. However, all fees and charges are reviewed individually on a case-by-case basis.

In some instances, prices have been rounded to the nearest convenient denomination (in pence or pounds, depending on the service and value). This may result in minor percentage variations.

All changes to Discretionary Fees and Charges will take effect from 1 April 2026, unless otherwise stated. Statutory Fees and Charges are implemented in line with nationally set rates.

### Adult Services Fees and Charges

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Adult Services	Meeting Space Letting: Small Room (1)	Hour	<b>10.80</b>	Cost Recovery
Adult Services	Meeting Space Letting: Medium Room (1)	Hour	<b>15.10</b>	Cost Recovery
Adult Services	Meeting Space Letting: Large Room (1)	Hour	<b>18.30</b>	Cost Recovery
Adult Services	Care Act 2014: Support Brokerage	One-off Discretionary Fee	<b>228.00</b>	Cost Recovery
Adult Services	Care Act 2014: Support Brokerage	Review Request	<b>228.00</b>	Cost Recovery
Adult Services	Care Act 2014: Support Brokerage	Weekly Administration Fee	<b>7.30</b>	Cost Recovery
Adult Services	Care Act 2014: Deferred Payment Agreements	Set-up, One-off Fee	<b>721.00</b>	Cost Recovery
Adult Services	Care Act 2014: Deferred Payment Agreements	Property Evaluation - One-off Fee	<b>350.00</b>	Cost Recovery
Adult Services	Care Act 2014: Deferred Payment Agreements	Weekly Administration Fee	<b>10.80</b>	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%

### Children and Young People, Learning and Skills Fees and Charges

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Learning and Skills	Services For Schools: Range of Review and Consultancy Services	Various	<b>Various</b>	Cost Recovery
Learning and Skills	Services For Schools: Range of Professional Learning and Development Courses	Various	<b>Various</b>	Cost Recovery
Learning and Skills	Schools SLA: Governor Services: Training and Support for School Governing Bodies	Lump Sum Based on Total Pupil Numbers. Less than <150 pupils	<b>1,363.00</b>	Cost Recovery
Learning and 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.	<b>1,497.00</b>	Cost Recovery
Learning and 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	<b>1,775.00</b>	Cost Recovery
Learning and Skills	Schools SLA: Governor Services: Training and Support for School Governing Bodies	Lump Sum Based on Total Pupil Numbers: >850 pupils or more.	<b>1,909.00</b>	Cost Recovery
Learning and Skills	Schools SLA: Learning Outside the Classroom (Including Duke of Edinburgh): Charge to Academies, Further Education Colleges, etc.	Pupil	<b>1.98</b>	Cost Recovery
Learning and Skills	Schools SLA: Sickness Maternity Scheme - Secondary School Teacher	Weighted Pupil Numbers	<b>79.20</b>	Cost Recovery
Learning and Skills	Schools SLA: Sickness Maternity Scheme - Primary School Teacher	Weighted Pupil Numbers	<b>49.50</b>	Cost Recovery
Learning and Skills	Schools SLA: Sickness Maternity Scheme -Nursery / Planned Places - Teacher	Weighted Pupil Numbers	<b>56.93</b>	Cost Recovery
Learning and Skills	Schools SLA: Sickness Maternity Scheme - Special School Teachers	Weighted Pupil Numbers	<b>230.18</b>	Cost Recovery
Learning and Skills	Schools SLA: Sickness Maternity Scheme - NJC Grades 3/4	Flat rate, pro-rated for hours	<b>7.30</b>	Cost Recovery
Learning and Skills	Schools SLA: Sickness Maternity Scheme - NJC Grades 5/6	Flat rate, pro-rated for hours	<b>8.10</b>	Cost Recovery
Learning and Skills	Schools SLA: Sickness Maternity Scheme - NJC Grades 7/8	Flat rate, pro-rated for hours	<b>8.95</b>	Cost Recovery
Learning and Skills	Schools SLA: Sickness Maternity Scheme - NJC Grades 9/10	Flat rate, pro-rated for hours	<b>9.70</b>	Cost Recovery
Learning and Skills	Schools SLA: Sickness Maternity Scheme - Special Support Centre Teachers	Flat rate, pro-rated for hours	<b>185.63</b>	Cost Recovery
Learning and Skills	Schools SLA: Schools' Information Services and Financial Management System (Bromcom)	School	<b>Pass through contract costs</b>	Cost Recovery
Learning and 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	<b>Pass through contract costs</b>	Cost Recovery
Learning and 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	<b>Pass through contract costs</b>	Cost Recovery
Learning and 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	<b>Pass through contract costs</b>	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Learning and 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	<b>Pass through contract costs</b>	Cost Recovery
Learning and 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	<b>Pass through contract costs</b>	Cost Recovery
Learning and 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	<b>Pass through contract costs</b>	Cost Recovery
Learning and 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	<b>Pass through contract costs</b>	Cost Recovery
Learning and 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	<b>Pass through contract costs</b>	Cost Recovery
Learning and 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	<b>Pass through contract costs</b>	Cost Recovery
HR and Organisational Development	Schools SLA: Employment Support Services	School, Per Annum	<b>Various</b>	Cost Recovery
HR and Organisational Development	Schools SLA: Health and Safety	Per School and Per Pupil	<b>Various</b>	Cost Recovery
HR and Organisational Development	Schools SLA: Headteacher Recruitment	Item	<b>Various</b>	Cost Recovery
HR and Organisational Development	Schools SLA: DBS Charges for Academies	Item	<b>Various</b>	Cost Recovery
HR and Organisational Development	Schools SLA: Advert Placement Service ( Academies )	Item	<b>Various</b>	Cost Recovery
HR and Organisational Development	Schools SLA: Health and Safety Standalone SLAs Including: Academies Health and Safety SLA, Academies CLEAPSS Option A, Academies CLEAPSS Option B, Academies Bespoke.	School, Per Annum	<b>Various</b>	Cost Recovery
HR and Organisational Development	Schools SLA: Ad-Hoc Health and Safety Services; Fire Risk Assessment, Training, Other.	Item	<b>Various</b>	Cost Recovery
Community Safety	Schools SLA: Safe Digital Life - Online	School	<b>134.00</b>	Cost Recovery
Community Safety	Schools SLA: Safe Digital Life - Online for Academies and Free Schools	School	<b>160.80</b>	Cost Recovery
Community Safety	Schools SLA: Safe Digital Life - Bespoke Requests	School	<b>Various</b>	Cost Recovery
Community Safety	Schools SLA: Safe Digital Life - Bespoke Requests for Academies and Free Schools	School	<b>Various</b>	Cost Recovery
Learning and Skills	Charges to Schools for Services Provided in Converting to Academy Status	School	<b>9,000.00</b>	Cost Recovery
Learning and Skills	Home to School Transport: Primary School Children Living Within Walking Distance	Year	<b>420.00</b>	Cost Recovery
Learning and Skills	Home to School Transport: Primary School Children Living Beyond Walking Distance	Year	<b>420.00</b>	Cost Recovery
Learning and Skills	Home to School Transport: Secondary School Children Living Within Walking Distance	Year	<b>616.00</b>	Cost Recovery
Learning and Skills	Home to School Transport: Secondary School Children Living Beyond Walking Distance	Year	<b>616.00</b>	Cost Recovery
Learning and Skills	Home to School Transport: Post 16 Students (Concessionary and Special Educational Needs)	Year	<b>896.00</b>	Cost Recovery
Learning and Skills	Early Years Training: Webinar 1 -2 Hours. EYFS/SEND	Training Attendee	<b>21.00</b>	Cost Recovery
Learning and Skills	Early Years Training: Webinar 1 -2 Hours. MAKATON	Training Attendee	<b>34.00</b>	Cost Recovery
Learning and Skills	Early Years Training: Webinar or Face to Face - Half Day Safeguarding	Training Attendee	<b>21.00</b>	Cost Recovery
Learning and Skills	Early Years Training: Webinar or Face to Face - Half Day EYFS/SEND	Training Attendee	<b>31.00</b>	Cost Recovery
Learning and Skills	Early Years Training: Webinar or Face to Face - Full Day Safeguarding	Training Attendee	<b>31.00</b>	Cost Recovery
Learning and Skills	Early Years Training: Webinar or Face to Face - Full Day EYFS/SEND	Training Attendee	<b>63.00</b>	Cost Recovery
Learning and Skills	Early Years Training: Webinar or Face to Face - Full Day MAKATON	Training Attendee	<b>92.00</b>	Cost Recovery
Learning and Skills	Early Years Training: Online Course - Log In	Training Attendee	<b>10.00</b>	Cost Recovery
Learning and Skills	Early Years Training: Conference - Face to Face	Training Attendee	<b>81.00</b>	Cost Recovery
Learning and Skills	Early Years Training: Paediatric First Aid - Full 12 Hour Course	Training Attendee	<b>96.00</b>	Cost Recovery
Health and Safety	Schools SLA: Pool Plant Operator - Nursery, Primary, Secondary & Special Schools	Day	<b>530.00</b>	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Health and Safety	Schools SLA: Pool Plant Operator - Primary Academy & Secondary Academy	Day	636.00	Cost Recovery
Health and Safety	Schools SLA: Pool Water Treatment - Nursery, Primary, Secondary & Special Schools	Day	530.00	Cost Recovery
Health and Safety	Schools SLA: Pool Water Treatment - Primary Academy & Secondary Academy	Day	636.00	Cost Recovery

#### **Catering Services Fees and Charges**

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Catering Service	Schools SLA: Catering Support Services (Nursery)	Nursery	503.00	Cost Recovery
Catering Service	Schools SLA: Catering Support Services (Primary)	School	951.00	Cost Recovery
Catering Service	Schools SLA: Catering Support Services (Secondary/ Special)	School	1,062.00	Cost Recovery
Catering Service	Schools SLA: Catering Support Services (Primary Academies/ Free School)	School	1,141.20	Cost Recovery
Catering Service	Schools SLA: Catering Support Services (Secondary / Special Academies and Free Schools)	School	1,274.40	Cost Recovery
Catering Service	Schools SLA: Delivery of a School Meals Service (Primary Schools - DIH Easy Lunch only)	FSM Headcount	17.63	Cost Recovery
Catering Service	Schools SLA: Delivery of a School Meals Service (Primary Schools - DIH Easy Lunch only) - Academies	FSM Headcount	21.15	Cost Recovery
Catering Service	Schools SLA: Delivery of a School Meals Service (Primary Schools)	FSM Headcount	69.01	Cost Recovery
Catering Service	Schools SLA: Delivery of a School Meals Service (Primary Schools) Academies and Free Schools	FSM Headcount	82.81	Cost Recovery
Catering Service	Schools SLA: Delivery of a School Meals Service (Special Schools)	FSM Headcount	Various	Cost Recovery
Catering Service	Schools SLA: Free School Meals (FSM) Eligibility Assessment - Academies and Free Schools	School Headcount	0.71	Cost Recovery

#### **Legal Services Fees and Charges**

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Legal Services	Fee to Copy a Common Land or Town or Village Green Register Entry	Copy	32.00	Cost Recovery
Legal Services	Fee for the Supply of a Definitive Map/Statement Extract	Copy	17.00	Cost Recovery
Legal Services	Fee for Copy Orders/Agreements	Copy	8.00	Cost Recovery
Legal Services	Fee for Other Copying – In Accordance with the Record Office's Current Scale of Charges	Copy	Various	Cost Recovery
Legal Services	Fee to process a Highways or CROW Act Landowner Deposit	Deposit	564.00	Cost Recovery
Legal Services	Fee to Process a Corrective Application Made under the Commons Act 2006	Course	1,183.00	Cost Recovery
Legal Services	Legal Agreements Linked to S106 Contributions	Hour	276.00	Cost Recovery
Legal Services	Highway Agreement Works	Hour	276.00	Cost Recovery
Legal Services	Schools SLA: Legal Services	Item	Various	Cost Recovery

#### **Trading Standards Fees and Charges**

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Trading Standards	Weights and Measures Act 1985 - Inspector of Weights & Measures	Hour	123.60	Cost Recovery
Trading Standards	Weights and Measures Act 1985 - Support Officer	Hour	79.20	Cost Recovery
Trading Standards	Hourly Charge For Demand Led Discretionary Business Support Services	Hour	123.60	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Trading Standards	Variation of Licence - Other Than Name or Address	Hour	123.60	Cost Recovery

**Property Services Fees and Charges**

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Property Services	Schools SLA: Tree Inspection Service (Small) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	167.00	Cost Recovery
Property Services	Schools SLA: Tree Inspection Service (Medium) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	204.00	Cost Recovery
Property Services	Schools SLA: Tree Inspection Service (Large) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	238.00	Cost Recovery
Property Services	Schools SLA: Tree Inspection Service (Small) Primary Academy & Secondary Academy Schools	Service Level Agreement	200.40	Cost Recovery
Property Services	Schools SLA: Tree Inspection Service (Medium) Primary Academy & Secondary Academy Schools	Service Level Agreement	244.80	Cost Recovery
Property Services	Schools SLA: Tree Inspection Service (Large) Primary Academy & Secondary Academy Schools	Service Level Agreement	285.60	Cost Recovery
Property Services	Schools SLA: Level 3 Tree Inspection - Maintained Schools	Service Level Agreement	Various	Cost Recovery
Property Services	Schools SLA: Level 3 Tree Inspection - Academy Schools	Service Level Agreement	Various	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections x 3 (Small) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	238.00	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections x3 (Medium) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	256.00	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections x3 (Large) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	274.00	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections x 3 (Small) Nursery, Primary, Secondary & Special Schools - Academy Schools	Service Level Agreement	285.60	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections x3 (Medium) Nursery, Primary, Secondary & Special Schools - Academy Schools	Service Level Agreement	307.20	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections x3 (Large) Nursery, Primary, Secondary & Special Schools - Academy Schools	Service Level Agreement	328.80	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections	Service Level Agreement	209.00	Cost Recovery
Property Services	Schools SLA: Annual Playground Inspections - Academy Schools	Service Level Agreement	250.80	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Small) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	204.00	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Medium) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	220.00	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Large) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	291.00	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Small) Primary Academy & Secondary Academy	Service Level Agreement	244.80	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Medium) Primary Academy & Secondary Academy	Service Level Agreement	264.00	Cost Recovery
Property Services	Schools SLA: Grounds Review & Development Plan (Large) Primary Academy & Secondary Academy	Service Level Agreement	349.20	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Small) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	724.00	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Medium) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	913.00	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Large) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	1,211.00	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Small) Primary Academy & Secondary Academy	Service Level Agreement	868.80	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Medium) Primary Academy & Secondary Academy	Service Level Agreement	1,095.60	Cost Recovery
Property Services	Schools SLA: Buildings Review & Development Plan (Large) Primary Academy & Secondary Academy	Service Level Agreement	1,453.20	Cost Recovery
Property Services	Schools SLA: Swimming Pool Management (S/M/L) Nursery, Primary, Secondary & Special Schools - Seasonal	Service Level Agreement	302.00	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Property Services	Schools SLA: Swimming Pool Management (S/M/L) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	<b>478.00</b>	Cost Recovery
Property Services	Schools SLA: Swimming Pool Management (S/M/L) Nursery, Primary, Secondary & Special Schools - Seasonal - Academies	Service Level Agreement	<b>362.40</b>	Cost Recovery
Property Services	Schools SLA: Swimming Pool Management (S/M/L) Nursery, Primary, Secondary & Special Schools Academies	Service Level Agreement	<b>573.60</b>	Cost Recovery
Property Services	Schools SLA: Core SLA Subscription (S/M/L) Nursery, Primary, Secondary & Special Schools	Service Level Agreement	<b>1,164.00</b>	Cost Recovery
Property Services	Schools SLA: Core SLA subscription (S/M/L) Primary Academy & Secondary Academy	Service Level Agreement	<b>1,396.80</b>	Cost Recovery
Property Services	Schools SLA: General Consultancy Service (S/M/L) Nursery, Primary, Secondary & Special Schools	Per Hour	<b>68.00</b>	Cost Recovery
Property Services	Schools SLA: General Consultancy Service (S/M/L) Primary Academy & Secondary Academy	Per Hour	<b>81.60</b>	Cost Recovery
Property Services	Schools SLA: Routine Play Equipment Inspection Course - Nursery, Primary, Secondary & Special Schools	Day	<b>198.00</b>	Cost Recovery
Property Services	Schools SLA: Routine Play Equipment Inspection Course - Primary Academy & Secondary Academy	Day	<b>237.60</b>	Cost Recovery
Property Services	Schools SLA: Control of Substances Hazardous to Health - Nursery, Primary, Secondary & Special Schools	Day	<b>26.00</b>	Cost Recovery
Property Services	Schools SLA: Control of Substances Hazardous to Health - Primary Academy & Secondary Academy	Day	<b>31.20</b>	Cost Recovery
Property Services	Schools SLA: Legionella - Water Training for School Staff - Nursery, Primary, Secondary & Special Schools	Day	<b>73.00</b>	Cost Recovery
Property Services	Schools SLA: Legionella - Water Training for School Staff - Primary Academy & Secondary Academy	Day	<b>87.60</b>	Cost Recovery
Property Services	Schools SLA: PASMA - Tower for Users - Nursery, Primary, Secondary & Special Schools	Day	<b>187.00</b>	Cost Recovery
Property Services	Schools SLA: PASMA - Tower for Users - Primary Academy & Secondary Academy	Day	<b>224.40</b>	Cost Recovery
Property Services	Schools SLA: Portable Appliance Testing (PAT) - Nursery, Primary, Secondary & Special Schools	Day	<b>104.00</b>	Cost Recovery
Property Services	Schools SLA: Portable Appliance Testing (PAT) - Primary Academy & Secondary Academy	Day	<b>124.80</b>	Cost Recovery
Property Services	Schools SLA: Drone Survey (Small) Nursery, Primary, Secondary and Special Schools	Day	<b>124.80</b>	Cost Recovery
Property Services	Schools SLA: Drone Survey (Medium) Nursery, Primary, Secondary and Special Schools	Service Level Agreement	<b>200.00</b>	Cost Recovery
Property Services	Schools SLA: Drone Survey (Large) Nursery, Primary, Secondary and Special Schools	Service Level Agreement	<b>250.00</b>	Cost Recovery
Property Services	Schools SLA: Drone Survey (Small) Primary Academy and Secondary Academy	Service Level Agreement	<b>300.00</b>	Cost Recovery
Property Services	Schools SLA: Drone Survey (Medium) Primary Academy and Secondary Academy	Service Level Agreement	<b>240.00</b>	Cost Recovery
Property Services	Schools SLA: Drone Survey (Large) Primary Academy and Secondary Academy	Service Level Agreement	<b>300.00</b>	Cost Recovery
Property Services	Room Lettings - Main Conference Room and Park Suite at Parkside Horsham - (Both Rooms Booked Together)	Day	<b>2,314.00</b>	Cost Recovery
Property Services	Room Lettings at Parkside, Horsham - Park Suite	Day	<b>1,185.00</b>	Cost Recovery
Property Services	Room Lettings at Parkside, Horsham - Main Conference Room	Day	<b>1,185.00</b>	Cost Recovery
Property Services	Room Lettings at Parkside, Horsham - Cowdray Room	Day	<b>376.00</b>	Cost Recovery
Property Services	Room Lettings at Parkside, Horsham - Goodwood Room	Day	<b>376.00</b>	Cost Recovery
Property Services	Room Lettings at Parkside, Horsham - Parham Room	Day	<b>376.00</b>	Cost Recovery
Property Services	Room Lettings at Parkside, Horsham - Cowdray/Goodwood Rooms (Set Up of Rooms Joined Together)	Day	<b>807.00</b>	Cost Recovery
Property Services	Room Lettings at Parkside, Horsham - Bodium Room	Day	<b>302.00</b>	Cost Recovery
Property Services	Room Lettings at Parkside, Horsham - Hastings/Knepp Rooms (As One Room)	Day	<b>193.00</b>	Cost Recovery
Property Services	Room Lettings at Parkside, Horsham - Lewes Room	Day	<b>161.00</b>	Cost Recovery
Property Services	Room Lettings - General Meeting Room Bookings For Less Than 10 People	Per Hour	<b>49.00</b>	Cost Recovery
Property Services	Room Lettings - General Meeting Room Bookings For Between 11 and 20 People	Per Hour	<b>59.00</b>	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Property Services	Room Lettings - General Meeting Room Bookings For Over 21 People	Per Hour	108.00	Cost Recovery

#### **Planning Fees and Charges**

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Planning Services	Monitoring and Records Local Land Charge Fees	Search	34.80	Cost Recovery
Planning Services	Monitoring and Records Local Land Charge Search Follow-up	Request	Various	Cost Recovery
Planning Services	Monitoring and Records Highway Boundaries Information	Request	Various	Cost Recovery
Planning Services	Monitoring and Records S106 Agreement Enquiries	Hour	90.00	Cost Recovery
Planning Services	Monitoring and Records Monitoring of S106 Contributions	Per Trigger	285.00	Cost Recovery
Planning Services	Monitoring and Records Highway Boundaries – Bespoke Enquiries	Hour	90.00	Cost Recovery
Planning Services	Planning and Transport Policy Access to Traffic Modelling	Request	Various	Cost Recovery
Planning Services	Planning and Transport Policy Copies of Highway Scheme Plans	Plan	Various	Cost Recovery
Planning Services	Highways Development Management Pre-application Advice Fees	Written Response or Meeting/Site Visit & Written Response	Various	Cost Recovery
Planning Services	Travel Plan Monitoring	Plan	Various	Cost Recovery
Planning Services	County Planning Pre-application Advice Fees	Meeting or Site Visit and Written Response, or Written Response Only	Various	Cost Recovery
Planning Services	Environment & Heritage Historic Environment Record - Searches	Householder Search	Various	Cost Recovery
Planning Services	Environment & Heritage Pre-Application Advice Fees	Written Response or Meeting/Site Visit & Written Response	Various	Cost Recovery
Planning Services	Environment & Heritage Contribution by District and Borough Councils to Maintenance of the HER	Annual Fee	3,000.00	Cost Recovery
Planning Services	Flood Risk Management Pre-application Advice Fees	Hectares of development - banded	Various	Cost Recovery

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

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Countryside Facilities	Rental of Land and Fishing Rights	Agreement	Various	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 Person	30.00	Cost Recovery
Countryside Services	Schools and Hire of Forest School Area (Per Child)	Per Child	3.00	Cost Recovery
Countryside Services	Licence Fee for Access Across or on to Council Land	Application	Various	Cost Recovery
Rights of Way	Unopposed Public Path Orders Administrative Fees	Order	3,219.00	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	1,820.00	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	561.00	Cost Recovery
Rights of Way	Public Path Orders Administrative Fees - Temporary Traffic Regulation Order (Path Closure) (21 days emergency/ unplanned orders)	Path Order	770.00	Cost Recovery
Rights of Way	Public Path Orders Administrative Fees - Temporary Traffic Regulation Order (Path Closure) (5 days planned works orders)	Path Order	770.00	Cost Recovery

**Waste Fees and Charges**

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Waste Recycling & Disposal	Co-mingled Recyclate	Tonne	<b>183.60</b>	Cost Recovery
Waste Recycling & Disposal	Trade Waste Disposal	Tonne	<b>249.60</b>	Cost Recovery
Waste Recycling & Disposal	Green Waste Disposal	Tonne	<b>104.40</b>	Cost Recovery
Waste Recycling & Disposal	WEEE Category A Recycling	Tonne	<b>244.80</b>	Cost Recovery
Waste Recycling & Disposal	WEEE Category B Recycling	Tonne	<b>684.00</b>	Cost Recovery
Waste Recycling & Disposal	WEEE Category C Recycling	Tonne	<b>684.00</b>	Cost Recovery
Waste Recycling & Disposal	WEEE Category D Recycling	Tonne	<b>684.00</b>	Cost Recovery
Waste Recycling & Disposal	WEEE Category E Recycling	Tonne	<b>244.80</b>	Cost Recovery
Waste Recycling & Disposal	Single Stream Recyclate	Tonne	<b>21.60</b>	Cost Recovery
Waste Recycling & Disposal	Motor Vehicle Tyre Disposal	Tyre	<b>6.00</b>	Cost Recovery
Waste Recycling & Disposal	Trade Waste Mattress Disposal	Mattress	<b>22.80</b>	Cost Recovery

**Energy Fees and Charges**

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Energy Services	School SLA: Schools Display Energy Certificates	Per Certificate	<b>68.00</b>	Cost Recovery
Energy Services	School SLA: Schools Display Energy Certificates - Academy	Per Certificate	<b>81.60</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band A	1 Supply Point	<b>134.00</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band A - Academy	1 Supply Point	<b>160.80</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band B	2 Supply Points	<b>258.00</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band B - Academy	2 Supply Points	<b>309.60</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band C	3 Supply Points	<b>371.00</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band C - Academy	3 Supply Points	<b>445.20</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band D	4 Supply Points	<b>473.00</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band D - Academy	4 Supply Points	<b>567.60</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band E	5 Supply Points	<b>565.00</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band E - Academy	5 Supply Points	<b>678.00</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band F	6 Supply Points	<b>646.00</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band F - Academy	6 Supply Points	<b>775.20</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band G	7 Supply Points	<b>716.00</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band G - Academy	7 Supply Points	<b>859.20</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band H	8 Supply Points	<b>775.00</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band H - Academy	8 Supply Points	<b>930.00</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band I	9 Supply Points	<b>824.00</b>	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Energy Services	School SLA: Schools Energy Management Service. Band I - Academy	9 Supply Points	<b>988.80</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band J	10 Supply Points	<b>861.00</b>	Cost Recovery
Energy Services	School SLA: Schools Energy Management Service. Band J - Academy	10 Supply Points	<b>1,033.20</b>	Cost Recovery

#### Finance Fees and Charges

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Schools Financial Services	Schools SLA: Schools Financial Services - Nursery, Primary, Secondary and Special Schools	School, Per Annum	<b>£1,335 per school plus £0.64 per pupil</b>	Cost Recovery
Schools Financial Services	Schools SLA: Schools Financial Services - Year-end Financial Closedown - Minimum of 4 Hours	Fixed (4 hours)	<b>180.00</b>	Cost Recovery
Schools Financial Services	Schools SLA: Group Training Courses or Workshops (Half Day)	Person	<b>50.00</b>	Cost Recovery
Schools Financial Services	Schools SLA: Group Training Courses or Workshops (Full Day)	Person	<b>80.00</b>	Cost Recovery
Schools Financial Services	Schools SLA: Group Training Courses or Workshops (Online)	Person	<b>20.00</b>	Cost Recovery
Schools Financial Services	Schools Financial Services - Pre-booked Visits to Schools - Minimum 2.5 hours	Hours	<b>161.50</b>	Cost Recovery
Schools Financial Services	Schools Financial Services - Pre-booked Dial-ups to Schools	Hour	<b>45.00</b>	Cost Recovery
Schools Financial Services	Schools SLA: Schools Financial Services - School Fund Support	School, Per Annum	<b>112.50</b>	Cost Recovery
Schools Financial Services	Schools SLA: Schools Financial Services - School Fund Set Up	Fixed (4 hours)	<b>180.00</b>	Cost Recovery

#### Fire Service Fees and Charges

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Fire and Rescue Service - Special Services	Major Appliance/Large Vehicle & Crew (e.g. Aerial Ladder Platform, Bulk Water Carrier)	Hour	<b>573.60</b>	Cost Recovery
Fire and Rescue Service - Special Services	Pumping Appliance	Hour	<b>636.00</b>	Cost Recovery
Fire and Rescue Service - Special Services	Small Vehicle (e.g. 4x4, Community Engagement Vehicle)	Hour	<b>480.00</b>	Cost Recovery
Fire and Rescue Service - Special Services	Copy of IRS report	Report	<b>156.00</b>	Cost Recovery
Fire and Rescue Service - Special Services	Fire Investigation Interview	Hour	<b>237.60</b>	Cost Recovery
Fire and Rescue Service - Special Services	Copy of Fire Report	Report	<b>717.60</b>	Cost Recovery
Fire and Rescue Service - Special Services	Labour (dependent on role) - First Hour or Part Thereof	Hour	<b>124.80</b>	Cost Recovery
Fire and Rescue Service - Special Services	Labour (dependent on role) - Each Subsequent 30 Minutes	Half Hour	<b>74.40</b>	Cost Recovery
Fire and Rescue Service - Special Services	Event Charges	Hour	<b>580.80</b>	Cost Recovery
Fire and Rescue Service - Special Services	Primary Authority Scheme (PAS) - Hourly Fee	Hour	<b>99.00</b>	Cost Recovery
Fire and Rescue Service - Special Services	Open Course Face to Face Training - Fire Safety - Various	Per Head	<b>150.00</b>	Cost Recovery
Fire and Rescue Service - Special Services	On-Site Face to Face Training - Fire Safety Awareness	Course - Max 20 people.	<b>395.00</b>	Cost Recovery
Fire and Rescue Service - Special Services	On-Site Face to Face Training - Fire Extinguisher	Course - Max 15 people.	<b>495.00</b>	Cost Recovery
Fire and Rescue Service - Special Services	On-Site Face to Face Training - Fire Warden	Course - Max 15 people.	<b>680.00</b>	Cost Recovery
Fire and Rescue Service - Commercial Training	On-Site Face to Face Training - Manual Handling	Course - Max 15 people.	<b>680.00</b>	Cost Recovery
Fire and Rescue Service - Commercial Training	On-Site Face to Face Training - Management of Fire Risk	Course - Max 15 people.	<b>680.00</b>	Cost Recovery
Fire and Rescue Service - Commercial Training	Fire Extinguisher Maintenance	Extinguisher	<b>Various</b>	Cost Recovery

**Records Office Fees and Charges**

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Record Office	Room Hire of Work Room (Up to 12 People)	Full Day	<b>130.00</b>	Cost Recovery
Record Office	Publication Fees for National Media/Periodicals	Photograph	<b>34.00</b>	Cost Recovery
Record Office	Record Office 'Surgeries'	Hour	<b>45.00</b>	Cost Recovery
Record Office	Publication Fees for Other Commercial Publications	Photograph	<b>45.00</b>	Cost Recovery
Record Office	Publication Fees for Local Media	Photograph	<b>12.00</b>	Cost Recovery
Record Office	Not For Profit or Scholarly Publication (up to 1,000 copies)	Photograph	<b>5.00</b>	Cost Recovery
Record Office	Commercial Publications (Print Run Over 1,000 Copies)	Photograph	<b>40.00</b>	Cost Recovery
Record Office	Front or Back Cover (Additional, Per Image)	Photograph	<b>20.00</b>	Cost Recovery
Record Office	E-Book (Additional, Per Image)	Photograph	<b>10.00</b>	Cost Recovery
Record Office	Website: Not For Profit (Web-Optimised Image)	Photograph	<b>5.00</b>	Cost Recovery
Record Office	Website: Commercial (Web-Optimised Image)	Photograph	<b>40.00</b>	Cost Recovery
Record Office	Film or TV Feature: Local or Regional	Photograph	<b>50.00</b>	Cost Recovery
Record Office	Film or TV Feature: UK (or Single Country)	Photograph	<b>75.00</b>	Cost Recovery
Record Office	Film or TV Feature: International and Streaming	Photograph	<b>100.00</b>	Cost Recovery
Record Office	Conservation Work (Per Hour, Excluding Materials)	Hour	<b>38.00</b>	Cost Recovery
Record Office	Exhibition: Local (West Sussex) or Temporary	Photograph	<b>10.00</b>	Cost Recovery
Record Office	Exhibition: Commercial or Permanent	Photograph	<b>40.00</b>	Cost Recovery
Record Office	Scanned Image and Print A3	Sheet	<b>30.00</b>	Cost Recovery
Record Office	Scanned Image and Print A3-A1	Sheet	<b>60.00</b>	Cost Recovery
Record Office	Scanned Image and Print A4	Sheet	<b>15.00</b>	Cost Recovery
Record Office	Supply of Scanned Image - A3-A0	Sheet	<b>32.00</b>	Cost Recovery
Record Office	Supply of Scanned Image - A4-A3	Sheet	<b>16.00</b>	Cost Recovery
Record Office	Supply of Scanned Image - up to A4	Sheet	<b>8.00</b>	Cost Recovery
Record Office	Car Parking - Full Day	Day	<b>9.00</b>	Cost Recovery
Record Office	Car Parking - Half Day	Half Day	<b>4.50</b>	Cost Recovery
Record Office	Daytime Tours of Record Office	Tour	<b>40.00</b>	Cost Recovery
Record Office	Genealogical Research Fees	Tour	<b>36.00</b>	Cost Recovery
Record Office	Other Searches	Hour	<b>36.00</b>	Cost Recovery
Record Office	Evening Tours of Record Office	Tour	<b>80.00</b>	Cost Recovery
Record Office	Out of Office Talks	Talk	<b>80.00</b>	Cost Recovery
Record Office	Online Talks (Per Person)	Talk	<b>5.00</b>	Cost Recovery
Record Office	Short Research Fee	30 Minutes	<b>18.00</b>	Cost Recovery
Record Office	Evening Talks at the Record Office	Person	<b>8.00</b>	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Record Office	Self-service Microform Copying	Sheet	0.60	Cost Recovery
Record Office	Self-service Printing from Computer	Sheet	0.60	Cost Recovery
Record Office	A3 and A4 Photocopies	Sheet	0.75	Cost Recovery
Record Office	Coffee Time Sessions	Person	8.00	Cost Recovery
Record Office	Photocopies - A3 Colour	Sheet	7.00	Cost Recovery
Record Office	Photocopies - A4 Colour	Sheet	3.50	Cost Recovery
Record Office	Digital Copy of Tithe Map (CD version)	Document	31.00	Cost Recovery
Record Office	Filming On-Site	Day	420.00	Cost Recovery
Record Office	Room Hire of Work Room (up to 12 people)	Half Day	65.00	Cost Recovery
Record Office	Certified Copies of Documents	Document	23.00	Cost Recovery
Record Office	DIY Photography in Search Room	Day	12.00	Cost Recovery
Record Office	Baptism Certificate	Certificate	37.00	Cost Recovery

#### **Library Service Fees and Charges**

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Library Service	Audiobooks (up to 8 cassettes/CDs)	3 Weeks	1.60	Cost Recovery
Library Service	Audiobooks (9+ cassettes/CDs)	3 Weeks	3.20	Cost Recovery
Library Service	Audiobooks (Playaway - digital audio)	3 Weeks	3.20	Cost Recovery
Library Service	CDs - Other	1 Week	1.60	Cost Recovery
Library Service	Reservation Fees - Books Reserved Directly Online	Item	0.80	Cost Recovery
Library Service	Reservation Fees - Books from Elsewhere	Item	9.20	Cost Recovery
Library Service	Reservation Fees - Books from British Library	Item	14.20	Cost Recovery
Library Service	Overdue Charges (Administration Charge for overdue letter)	Letter	2.20	Cost Recovery
Library Service	Overdue Charges (Adult Books)	Day	0.34	Cost Recovery
Library Service	Overdue Charges (Audio Books)	Day	0.34	Cost Recovery
Library Service	Overdue Charges (Music CDs)	Day	0.34	Cost Recovery
Library Service	Membership Card Replacement	Card	2.20	Cost Recovery
Library Service	Exhibition Booking Fee	Per week, When Items Are For Sale	16.00	Cost Recovery
Library Service	Photocopying - A4 Black and White	Copy	0.15	Cost Recovery
Library Service	Photocopying - A3 Black and White	Copy	0.20	Cost Recovery
Library Service	Photocopying - A4 Colour	Copy	0.50	Cost Recovery
Library Service	Photocopying - A3 Colour	Copy	1.01	Cost Recovery
Library Service	Printing: charge for Internet Prints - A4 Black and White	Page	0.20	Cost Recovery
Library Service	Printing: charge for Internet Prints - A4 Colour	Page	0.61	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Library Service	Public Access Computers: Charge for non-members using PCs	Hour	2.40	Cost Recovery
Library Service	Reading Groups - Subscription	Year	39.50	Cost Recovery
Library Service	Lost and damaged book - admin fee (in addition to replacement cost)	Item	2.20	Cost Recovery
Library Service	Lettings - Community Use	1 Hour	12.00	Cost Recovery
Library Service	Lettings - SME Business	1 Hour	24.00	Cost Recovery
Library Service	Lettings - Commercial Use	1 Hour	48.00	Cost Recovery
Library Service	Room Lettings - Crawley Library Meeting Rooms - Community Use	1 Hour	14.00	Cost Recovery
Library Service	Room Lettings - Crawley Library Meeting Rooms - SME Business Use	1 Hour	28.00	Cost Recovery
Library Service	Room Lettings - Crawley Library Meeting Rooms - Commercial Use	1 Hour	56.00	Cost Recovery
Library Service	Room Lettings - Longley Exhibition Room - Community Use	1 Hour	25.00	Cost Recovery
Library Service	Room Lettings - Longley Exhibition Room - SME Business Use	1 Hour	50.00	Cost Recovery
Library Service	Room Lettings - Longley Exhibition Room - Commercial Use	1 Hour	100.00	Cost Recovery
Library Service	Room Lettings - Worthing Library Lecture Theatre - Community Use	1 Hour	25.00	Cost Recovery
Library Service	Room Lettings - Worthing Library Lecture Theatre - SME Business Use	1 Hour	50.00	Cost Recovery
Library Service	Room Lettings - Worthing Library Lecture Theatre - Commercial Use	1 Hour	100.00	Cost Recovery
Library Service	Schools SLA - School Library Service (Under 110 Pupils)	Per School	1,021.00	Cost Recovery
Library Service	Schools SLA - School Library Service (Under 110 Pupils) Academies and Free Schools	Per School	1,225.20	Cost Recovery
Library Service	Schools SLA - School Library Service (Over 110 Pupils)	Per School & Per Pupil	4.55	Cost Recovery
Library Service	Schools SLA - School Library Service (Over 110 Pupils) Academies and Free Schools	Per Pupil	5.46	Cost Recovery

#### **Registration Fees and Charges**

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Registration Service	Individually organised Citizenship ceremony for one person at a Registration Office or Virtually	Ceremony	147.00	Cost Recovery
Registration Service	Individually organised Citizenship Ceremony for a Family at a Registration Office or Virtually	Family Ceremony	191.00	Cost Recovery
Registration Service	Individually organised Citizenship Ceremony for one person at a Registration Office or Virtually on a Saturday	Ceremony	165.00	Cost Recovery
Registration Service	Individually organised Citizenship Ceremony for a Family at a Registration Office or Virtually on a Saturday	Family Ceremony	205.00	Cost Recovery
Registration Service	Non-Statutory Ceremonies - Fee for Commemorative Certificate	Certificate	12.00	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	17.00	Cost Recovery
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	278.00	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	359.00	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	396.00	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	517.00	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat A) - Monday - Thursday	Ceremony	303.00	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat A) - Friday	Ceremony	384.00	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat A) - Saturday / Sunday	Ceremony	<b>421.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat A) - Public Holiday	Ceremony	<b>542.00</b>	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	<b>333.00</b>	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	<b>406.00</b>	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	<b>480.00</b>	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	<b>627.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat B) Monday - Thursday	Ceremony	<b>358.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat B) - Friday	Ceremony	<b>431.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat B) - Saturday / Sunday	Ceremony	<b>505.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat B) - Public Holiday	Ceremony	<b>652.00</b>	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 - Thursday	Ceremony	<b>554.00</b>	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	<b>616.00</b>	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	<b>754.00</b>	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	<b>831.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat C) Monday - Thursday	Ceremony	<b>579.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat C) Friday	Ceremony	<b>641.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat C) Saturday / Sunday	Ceremony	<b>779.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat C) Public Holiday	Ceremony	<b>856.00</b>	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	<b>187.00</b>	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat C+ Room (e.g. The Norfolk Room) To Register a Marriage/ Civil Partnership - Thursday	Ceremony	<b>785.00</b>	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat C+ Room (e.g. The Norfolk Room) To Register a Marriage/ Civil Partnership - Friday	Ceremony	<b>844.00</b>	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat C+ Room (e.g. The Norfolk Room) To Register a Marriage/ Civil Partnership - Saturday / Sunday	Ceremony	<b>954.00</b>	Cost Recovery
Registration Service	Attendance of Registrars in a West Sussex Venue. Cat C+ Room (e.g. The Norfolk Room) To Register a Marriage/ Civil Partnership - Public Holiday	Ceremony	<b>1,037.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat C+) Monday - Thursday	Ceremony	<b>811.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat C+ Friday)	Ceremony	<b>871.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat C+) Saturday / Sunday	Ceremony	<b>979.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat C+) Public Holiday	Ceremony	<b>1,063.00</b>	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	<b>945.00</b>	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	<b>1,007.00</b>	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	<b>1,102.00</b>	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	<b>1,196.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat D) Monday - Thursday	Ceremony	<b>970.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat D) - Friday	Ceremony	<b>1,032.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat D) - Saturday / Sunday	Ceremony	<b>1,127.00</b>	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows in West Sussex Rooms (Cat D) - Public Holiday	Ceremony	<b>1,221.00</b>	Cost Recovery
Registration Service	Attendance of Registrars at an Outside Venue to Register a Marriage / Civil Partnership - Monday - Thursday	Ceremony	<b>554.00</b>	Cost Recovery
Registration Service	Attendance of Registrars at an Outside Venue to Register a Marriage / Civil Partnership - Friday	Ceremony	<b>616.00</b>	Cost Recovery
Registration Service	Attendance of Registrars at an Outside Venue to Register a Marriage / Civil Partnership - Saturday / Sunday	Ceremony	<b>754.00</b>	Cost Recovery
Registration Service	Attendance of Registrars at an Outside Venue to Register a Marriage / Civil Partnership - Public Holiday	Ceremony	<b>831.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows at Outside Venues and Non-Licensed Premises - Monday - Thursday	Ceremony	<b>579.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows at Outside Venues and Non-Licensed Premises - Friday	Ceremony	<b>641.00</b>	Cost Recovery
Registration Service	Non Statutory Ceremonies such as Baby Naming & Renewal of Vows at Outside Venues and non-licensed premises - Saturday / Sunday	Ceremony	<b>779.00</b>	Cost Recovery
Registration Service	A Discount of £100 will apply to couples having a Statutory Ceremony in a West Sussex Ceremony Room who then have a Celebration of that Marriage at another West Sussex Venue	Two Ceremonies	<b>-100.00</b>	Cost Recovery
Registration Service	Registrar to Register a Civil Partnership at a Religious Building - Monday - Thursday	Ceremony	<b>219.00</b>	Cost Recovery
Registration Service	Registrar to Register a Civil Partnership at a Religious Building - Friday	Ceremony	<b>294.00</b>	Cost Recovery
Registration Service	Registrar to Register a Civil Partnership at a Religious Building - Saturday / Sunday	Ceremony	<b>333.00</b>	Cost Recovery
Registration Service	Registrar to Register a Civil Partnership at a Religious Building - Public Holiday	Ceremony	<b>443.00</b>	Cost Recovery
Registration Service	Attendance of Registrars at a Venue subject to Specific Partnership arrangement to Register a Marriage/Civil Partnership	Ceremony	<b>423.00</b>	Cost Recovery
Registration Service	Category A Room Crawley - Small Ceremonies on Dedicated Weekday Morning/Afternoon	Ceremony	<b>202.00</b>	Cost Recovery
Registration Service	Small Basic Marriage or Civil Partnership in Small Worthing Ceremony Room	Ceremony	<b>182.00</b>	Cost Recovery
Registration Service	Amendment Fee for Ceremonies (Dates, Times etc)	Amendment	<b>41.00</b>	Cost Recovery
Registration Service	Venue Licensing Licence valid for three years for a Venue to hold Marriages & Civil Partnerships	License	<b>2,581.00</b>	Cost Recovery
Registration Service	Licensing a Religious Building to hold Civil Partnerships Appeal against a Refusal to grant a License	Appeal	<b>516.00</b>	Cost Recovery
Registration Service	Venue Licensing License valid for three years for a Venue to hold Marriages & Civil Partnerships: Fee for Additional Room or Linked Outdoor Area/s	Additional Room	<b>444.00</b>	Cost Recovery
Edes House	Room Lettings at Edes House - Cowdray Room (Ground Floor) - Room Hire Charges	Various - Hour/ Half and Full Day by Day and Out of Hours	<b>Various</b>	Cost Recovery
Edes House	Room Lettings at Edes House - Foyer (Ground Floor) - Room Hire Charges	Various - Hour/ Half and Full Day by Day and Out of Hours	<b>Various</b>	Cost Recovery
Edes House	Room Lettings at Edes House - Leconfield Room (Ground Floor) - Room Hire Charges	Various - Hour/ Half and Full Day by Day and Out of Hours	<b>Various</b>	Cost Recovery
Edes House	Room Lettings at Edes House - Warnham Room (Ground Floor) - Room Hire Charges	Various - Hour/ Half and Full Day by Day and Out of Hours	<b>Various</b>	Cost Recovery
Edes House	Room Lettings at Edes House - Reception Areas (Ground Floor) - Room Hire Charges	Various - Hour/ Half and Full Day by Day and Out of Hours	<b>Various</b>	Cost Recovery
Edes House	Room Lettings at Edes House - Norfolk Room (First Floor) - Room Hire Charges	Various - Hour/ Half and Full Day by Day and Out of Hours	<b>Various</b>	Cost Recovery
Edes House	Room Lettings at Edes House - Richmond Room (First Floor) - Room Hire Charges	Various - Hour/ Half and Full Day by Day and Out of Hours	<b>Various</b>	Cost Recovery
Edes House	Room Lettings at Edes House - Goodwood Room (First Floor) - Room Hire Charges	Various - Hour/ Half and Full Day by Day and Out of Hours	<b>Various</b>	Cost Recovery
Edes House	Room Lettings at Edes House - Rooftop Rooms - Room Hire Charges	Various - Hour/ Half and Full Day by Day and Out of Hours	<b>Various</b>	Cost Recovery
Edes House	Room Lettings at Edes House - Whole of Edes House - Room Hire Charges	Various - Hour/ Half and Full Day by Day and Out of Hours	<b>Various</b>	Cost Recovery

### Gypsy and Traveller Sites

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Gypsy and Travellers Sites	Gypsy Roma Traveller Site Plot Rental – Fairplace Hill (4 X Double Pitch Plot Rental)	Week	131.00	Subsidised
Gypsy and Travellers Sites	Gypsy Roma Traveller Site Plot Rental – Fairplace Hill (5 X Single Pitch Plot Rental)	Week	105.00	Subsidised
Gypsy and Travellers Sites	Gypsy Roma Traveller Site Plot Rental – Fairplace Hill (1 X Single Pitch Plot Rental)	Week	125.00	Subsidised
Gypsy and Travellers Sites	Gypsy Roma Traveller Site Plot Rental – Withy Park (16 X Plot Rental)	Week	81.00	Subsidised
Gypsy and Travellers Sites	Plot Rental - All Other Sites	Week	71.00	Subsidised
Gypsy and Travellers Sites	West Sussex Transit Site Plot Rental (9 plots)	Week	97.00	Subsidised

### Highways Fees and Charges

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Highways Services	Hoarding Application, Including Jersey Barriers.	Per Meter, Per Month	40.00	Cost Recovery
Highways Services	Hoardings (Including Jersey Barriers) - Re-Inspections Fee	Per Inspection	50.00	Cost Recovery
Highways Services	Hoardings Re-Inspection and/or Non-Compliant Enforcement	Per Day	50.00	Cost Recovery
Highways Services	Hoardings Application Fast Track (Application Under 10 Working Days)	Application	52.00	Cost Recovery
Highways Services	Hoarding Application - Retrospective	Additional Fee Per License	423.00	Cost Recovery
Highways Services	Scaffold License	Month	266.00	Cost Recovery
Highways Services	Scaffold License - Extension	Per Month	178.00	Cost Recovery
Highways Services	Scaffold License - Retrospective	Additional Fee Per Month	425.00	Cost Recovery
Highways Services	Vehicle Crossover Licence - Application Fee	Application Fee	215.00	Cost Recovery
Highways Services	Vehicle Crossover Licence - Works Permission Fee	Works Permission Fee	309.00	Cost Recovery
Highways Services	Letter to Support Vehicle Cross Over (VCO) Legality - Part of House Sale	Per Letter	70.00	Cost Recovery
Highways Services	Section 50 - New Roads and Street Works Act 1991: Private Apparatus in the Highway	Units of 200m Per Street	821.00	Cost Recovery
Highways Services	Moving Elevated Work Platform (MEWP)	Per Day	90.00	Cost Recovery
Highways Services	Moving Elevated Work Platform (MEWP)	1 Week	150.00	Cost Recovery
Highways Services	Moving Elevated Work Platform (MEWP)	2 Weeks	295.00	Cost Recovery
Highways Services	Moving Elevated Work Platform (MEWP)	1 Month	580.00	Cost Recovery
Highways Services	Temporary Traffic Orders: by Notice - Only if Agreed with Streetworks Section (S14 (2))	Notice	599.00	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	3,002.00	Cost Recovery
Highways Services	Temporary Traffic Orders: by Notice Followed by Full Order (Notice + 2nd Public Notice) (S14 (1))	Order	3,002.00	Cost Recovery
Highways Services	Public Path Orders Administrative Fees - Temporary Traffic Regulation Order (Path Closure) (6-Month Orders)	Path Order	2,800.00	Cost Recovery
Highways Services	Public Path Orders Administrative Fees - Temporary Traffic Regulation Order (Path Closure) (Extensions)	Path Order	2,800.00	Cost Recovery
Highways Services	Local Land Charges - Provision of Site Drawing, Electronic	Number	85.20	Cost Recovery
Highways Services	Local Land Charges - Provision of Controller Specification	Number	88.80	Cost Recovery
Highways Services	Local Land Charges -Provision of Split Cycle Offset Optimisation Technique (SCOOT), Urban Traffic Control (UTC) or Microprocessor Optimised Vehicle Actuation (MOVA) Data	Number	166.80	Cost Recovery
Highways Services	Tourist & Private Directional Signs - Non-refundable vetting fee	Application	179.00	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Highways Services	Temporary Direction Signs (New Developments) - Application Up To and Including 5 Signs	6 Months	<b>850.00</b>	Cost Recovery
Highways Services	Temporary Direction Signs (New Developments) - Unauthorised Sign Removal	Each Sign Removed	<b>145.00</b>	Cost Recovery
Highways Services	Temporary Direction Signs (New Developments) - Additional Signs Up to 4 Max Per Application (Total 10 Max Per Application)	6 Months	<b>250.00</b>	Cost Recovery
Highways Services	Traffic Regulation Order's (TROs) Required as a Consequence of Development or Another Promoter - Initial First Order	1st Traffic Regulation Order (TRO)	<b>10,984.00</b>	Cost Recovery
Highways Services	TROs Required as a Consequence of Development or Another Promoter	Per Subsequent Traffic Regulation Order (TRO)	<b>8,238.00</b>	Cost Recovery
Highways Services	Skip License - Initial 7 Day License	Weekly	<b>65.00</b>	Cost Recovery
Highways Services	Skip License - 7 Day Extension	Weekly	<b>65.00</b>	Cost Recovery
Highways Services	Skip License - Retrospective	Application	<b>145.00</b>	Cost Recovery
Highways Services	Fast Track Fee - Skips (Application Period Under 10 Working Days)	Application	<b>52.00</b>	Cost Recovery
Highways Services	Materials on the Highway (Excluding Skips). Including Hippo Bags, Pallets and Building Materials	Per Day	<b>90.00</b>	Cost Recovery
Highways Services	Materials on the Highway (Excluding Skips). Including Hippo Bags, Pallets and Building Materials	1 Week	<b>150.00</b>	Cost Recovery
Highways Services	Materials on the Highway (Excluding Skips). Including Hippo Bags, Pallets and Building Materials	2 Weeks	<b>295.00</b>	Cost Recovery
Highways Services	Licence 171 Excavation	Licence 1 to 5 days	<b>821.00</b>	Cost Recovery
Highways Services	Moving Elevated Work Platform - Over Run Fee	Day	<b>215.00</b>	Cost Recovery
Highways Services	Moving Elevated Work Platform - Admin Fee For Change of Date	One Off	<b>51.00</b>	Cost Recovery
Highways Services	Fast Track Fee - Mobile Elevated Works Platform (MEWP) (Applications Under 10 Working Days Notice)	Application	<b>52.00</b>	Cost Recovery
Highways Services	Scaffold - Non-Removal Within Agreed Licence Application Period Fine. Includes Admin Fee	Per Month	<b>335.00</b>	Cost Recovery
Highways Services	Fast Track Fee - Scaffolding (Application Period Under 10 Working Days)	Application	<b>52.00</b>	Cost Recovery
Highways Services	Tower Scaffolding	1 Day	<b>75.00</b>	Cost Recovery
Highways Services	Tower Scaffolding	1 Week	<b>95.00</b>	Cost Recovery
Highways Services	Tower Scaffolding	2 Weeks	<b>150.00</b>	Cost Recovery
Highways Services	Tower Scaffolding	1 Month	<b>295.00</b>	Cost Recovery
Highways Services	Temp Vehicle Crossover Licence: Developer Applications - 1 to 5 Properties (Dwellings) on site	Application	<b>782.00</b>	Cost Recovery
Highways Services	Temp Vehicle Crossover Licence: Developer Applications - 6 to 25 (Dwellings) Properties on site	Application	<b>1,565.00</b>	Cost Recovery
Highways Services	Temp Vehicle Crossover Licence: Developer Applications - 25+ Properties (Dwellings)	Application	<b>3,910.00</b>	Cost Recovery
Highways Services	Fast Track Fee - Contractor Vehicle Cross Over (VCO) (Application Under 10 Working Days)	Application	<b>52.00</b>	Cost Recovery
Highways Services	Crane Licence	Licence 4 weeks	<b>486.00</b>	Cost Recovery
Highways Services	Crane Licence - Extension	Licence 4 weeks	<b>229.00</b>	Cost Recovery
Highways Services	Traffic Survey Licence (per Unique Street Reference Number - USRN)	Licence 2 weeks	<b>99.00</b>	Cost Recovery
Highways Services	Amendment Fee to Any Licence Application. EG: Skip, Scaffold, Mobile Elevating Work Platform, Materials on the Highway or Vehicle Cross Over Contractor Licence to Include Amendments to Traffic Management, Change in Dates etc	Application	<b>35.00</b>	Cost Recovery
Highways Services	Temporary Directional Development Signs (DDS). Non Compliance Enforcement	Per Day	<b>50.00</b>	Cost Recovery
Highways Services	Temporary Directional Developments Signs (DDS). Application. Fast Track	Application	<b>52.00</b>	Cost Recovery
Highways Services	Temporary Traffic Regulation Order (TTRO) - Amendment Fee	Amendment	<b>100.00</b>	Cost Recovery
Highways Services	Temporary Traffic Regulation Order (TTRO) - Additional Retrospective Fee	Application	<b>100.00</b>	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT - Where Applicable (£)	Type of Charge
Highways Services	Road Space Bookings. No/Some Carriageway Incursion	Up To and Including 3 Working Days	<b>40.00</b>	Cost Recovery
Highways Services	Road Space Bookings. No/Some Carriageway Incursion	Up To and Including 10 Working Days	<b>65.00</b>	Cost Recovery
Highways Services	Road Space Bookings. No/Some Carriageway Incursion	Up To 1 Month	<b>100.00</b>	Cost Recovery
Highways Services	Road Space Bookings. Priority/Give and Take Traffic Management	Up To and Including 3 Working Days	<b>65.00</b>	Cost Recovery
Highways Services	Road Space Bookings. Priority/Give and Take Traffic Management	Up To and Including 10 Working Days	<b>100.00</b>	Cost Recovery
Highways Services	Road Space Bookings. Priority/Give and Take Traffic Management	Up To 1 Month	<b>150.00</b>	Cost Recovery
Highways Services	Road Space Bookings. Stop/Go, Two-Way Traffic Lights	Up To and Including 3 Working Days	<b>75.00</b>	Cost Recovery
Highways Services	Road Space Bookings. Stop/Go, Two-Way Traffic Lights	Up To and Including 10 Working Days	<b>130.00</b>	Cost Recovery
Highways Services	Road Space Bookings. Stop/Go, Two-Way Traffic Lights	Up To 1 Month	<b>240.00</b>	Cost Recovery
Highways Services	Road Space Bookings. Multiway Lights	Up To and Including 3 Working Days	<b>90.00</b>	Cost Recovery
Highways Services	Road Space Bookings. Multiway Lights	Up To and Including 10 Working Days	<b>150.00</b>	Cost Recovery
Highways Services	Road Space Bookings. Multiway Lights	Up To 1 Month	<b>345.00</b>	Cost Recovery
Highways Services	Road Space Booking Form. S50 and S171 Part N	Per Booking Form	<b>50.00</b>	Cost Recovery
Highways Services	Road Space Booking Inspection	Per Booking	<b>50.00</b>	Cost Recovery
Highways Services	Temporary Switch Off for Pedestrian Crossing	Each	<b>896.00</b>	Cost Recovery
Highways Services	Temporary Switch Off for Signalised Junction	Each	<b>1,169.00</b>	Cost Recovery
Highways Services	Access Protection Lines - Road Markings to Deter Parking Across Private Access	New Lines, Per Set	<b>225.60</b>	Cost Recovery
Highways Services	Access Protection Lines - Road Markings to Deter Parking Across Private Access	Refurbishment, Per Set	<b>225.60</b>	Cost Recovery
Highways Services	Tourist and Private Directional Signs – Survey and Admin Fees (Design and Manufacture Costs are Additional)	Application	<b>447.00</b>	Cost Recovery
Highways Services	Tree Planting Contribution	Application	<b>277.00</b>	Cost Recovery
Highways Services	Various Licences -Under S115E of Highways Act and Consents to Temporary Activities - Admin Fee	Application	<b>Various</b>	Cost Recovery
Highways Services	S59 Licence Agreements	Application	<b>693.00</b>	Cost Recovery
Highways Services	Removal and Cost of Damage to Trees on the Highway by Third Parties	Per Site	<b>Various</b>	Cost Recovery
Highways Services	Admin Fees for Management Recoverable (Green Claims)	Per Site	<b>Various</b>	Cost Recovery
Highways Services	Investigatory Core	Per Failure	<b>Various</b>	Cost Recovery
Highways Services	Investigatory Core - Including Air Void Test	Per Failure	<b>Various</b>	Cost Recovery
Highways Services	Implementation S38 and S278 Highway Agreements	Agreement	<b>Various</b>	Cost Recovery
Highways Services	Permit Scheme. Immediate Activity. Higher Class Road	1 Day	<b>60.00</b>	Cost Recovery
Highways Services	Permit Scheme. Immediate Activity. Lower Class Road. Traffic Sensitive Times	1 Day	<b>60.00</b>	Cost Recovery
Highways Services	Permit Scheme. Immediate Activity. Lower Class Road. Off Peak	1 Day	<b>42.00</b>	Cost Recovery
Highways Services	Permit Scheme. Immediate Activity. Minor Road	1 Day	<b>40.00</b>	Cost Recovery
Highways Services	Permit Scheme. Minor Activity. 3 Days or Less. Higher Class Road	1 Day	<b>65.00</b>	Cost Recovery
Highways Services	Permit Scheme. Minor Activity. 3 Days or Less. Lower Class Road. Peak	1 Day	<b>65.00</b>	Cost Recovery
Highways Services	Permit Scheme. Minor Activity. 3 Days or Less. Lower Class Road. Off Peak	1 Day	<b>45.00</b>	Cost Recovery

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Highways Services	Permit Scheme. Minor Activity. 3 Days or Less. Minor Class Road	1 Day	45.00	Cost Recovery
Highways Services	Permit Scheme. Standard Activity (4-10 Days). Higher Class Road	1 Day	130.00	Cost Recovery
Highways Services	Permit Scheme. Standard Activity (4-10 Days). Lower Class Road. Peak	1 Day	130.00	Cost Recovery
Highways Services	Permit Scheme. Standard Activity (4-10 Days). Lower Class Road. Off Peak	1 Day	91.00	Cost Recovery
Highways Services	Permit Scheme. Standard Activity (4-10 Days). Minor Class Road	1 Day	75.00	Cost Recovery
Highways Services	Permit Scheme. Major Works (Up to 3 Days). Higher Class Road	1 Day	65.00	Cost Recovery
Highways Services	Permit Scheme. Major Works (Up to 3 Days). Lower Class Road. Peak	1 Day	65.00	Cost Recovery
Highways Services	Permit Scheme. Major Works (Up to 3 Days). Higher Class Road. Off Peak	1 Day	46.00	Cost Recovery
Highways Services	Permit Scheme. Major Works (Up to 3 Days). Minor Class Road	1 Day	45.00	Cost Recovery
Highways Services	Permit Scheme. Major Works (4-10 Days). Higher Class Road	1 Day	130.00	Cost Recovery
Highways Services	Permit Scheme. Major Works (4-10 Days). Lower Class Road. Peak	1 Day	130.00	Cost Recovery
Highways Services	Permit Scheme. Major Works (4-10 Days). Lower Class Road. Off Peak	1 Day	91.00	Cost Recovery
Highways Services	Permit Scheme. Major Works (4-10 Days). Minor Class Road	1 Day	75.00	Cost Recovery
Highways Services	Permit Scheme. Major Works Over 10 Days Requiring Temporary Traffic Regulation Order (TTRO). Higher Class Road	1 Day	240.00	Cost Recovery
Highways Services	Permit Scheme. Major Works Over 10 Days Requiring Temporary Traffic Regulation Order (TTRO). Lower Class Road. Peak	1 Day	240.00	Cost Recovery
Highways Services	Permit Scheme. Major Works Over 10 days Requiring Temporary Traffic Regulation Order (TTRO). Lower Class Road. Off Peak	1 Day	168.00	Cost Recovery
Highways Services	Permit Scheme. Major Works over 10 Days Requiring Temporary Traffic Regulation Order (TTRO). Minor Class Road	1 Day	150.00	Cost Recovery
Highways Services	Permit Scheme. Provisional Advance Authorisation. Higher Class Road	1 Day	105.00	Cost Recovery
Highways Services	Permit Scheme. Provisional Advance Authorisation. Lower Class Road. Peak	1 Day	105.00	Cost Recovery
Highways Services	Permit Scheme. Provisional Advance Authorisation. Lower Class Road. Off Peak	1 Day	73.50	Cost Recovery
Highways Services	Permit Scheme. Provisional Advance Authorisation. Minor Class Road	1 Day	73.50	Cost Recovery

#### **Transport Fees and Charges**

Service	Fee or Charge	Per What?	2026/27 Fee or Charge - Inclusive of VAT -Where Applicable (£)	Type of Charge
Transport - Road Safety	Cycle Training Course - Complete Beginner	1 Hour Session	50.00	Cost Recovery
Transport - Road Safety	Cycle Training Course - Beginner/Road Riding	1.5 Hour Session	55.00	Cost Recovery
Transport - Road Safety	Cycle Training Course - Advanced	2 Hour	61.00	Cost Recovery
Transport - Road Safety	Children's Cycle Training Course - Bikeability	2 Hour	20.00	Cost Recovery
Transport - Road Safety	Local Transport Improvements - Bus Stop Suspension / Relocation	Bus Stop Suspension / Relocation	394.00	Cost Recovery
Transport Bureau	Minibus Permit S19	Permit	22.00	Cost Recovery
Transport Bureau	English National Concessionary Travel Scheme - Replacement Bus Pass	Pass	75.00	Cost Recovery
Transport Bureau	Transport DBS - DBS Checks for External Transport Staff	Check	11.00	Cost Recovery
Transport Bureau	Removal of Damage to Trees on the Highway by Third Parties	Per Site	Various	Cost Recovery
Transport Bureau	Admin Fees for Management Recoverable (Green Claims)	Per Site	Various	Cost Recovery

**Anacronyms**

SLA	Service Level Agreement
H&S	Health and Safety
CROW	Countryside and Right of Way
WEEE	Waste of Electrical and Electronic Equipment
DBS	Disclosure and Barring Service
SCOOT	Split Cycle Offset Optimisation Technique
USRN	Unique Street Reference Number
UTC	Urban Traffic Control
MOVA	Microprocessor Optimised Vehicle Actuation

## Statutory Fees and Charges

Statutory fees and charges are set by national regulatory bodies and must be applied in accordance with their requirements. These fees may change at any time in line with updates from the relevant authorities. The list below reflects the most current known charges

### Adult Services Fees and Charges

Service	Fee or Charge	Per What?	Assumed 2026/27 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	Type of Charge
Transport Service	Blue Badge (Disabled Parking) Scheme	Fee Upon Successful Application	10.00	Statutory

### Children and Young People, Learning and Skills Fees and Charges

Service	Fee or Charge	Per What?	Assumed 2026/27 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	Type of Charge
Learning and Skills	Fixed Penalty Notice. Charge to Parents for Unauthorised Absence From School - If Paid Within 21 Days of Issue	Parent Per Child Per Absence	80.00	Statutory
Learning and Skills	Fixed Penalty Notice. Charge to Parents for Unauthorised Absence From School - If Paid After 21 Days of Issue	Parent Per Child Per Absence	160.00	Statutory

### Planning Fees and Charges

Service	Fee or Charge	Per What?	Assumed 2026/27 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	Type of Charge
Planning Services	County Planning - Planning Application fees	Application	Various	Statutory
Planning Services	County Planning - Fees Monitoring site visits	Site Visit	Various	Statutory
Planning Services	County Planning - Discharge of Conditions	Request	116.00	Statutory
Planning Services	Environment & Heritage Higher Stewardship Level advice	Mid-Tier 0-30ha	35.00	Statutory
Planning Services	Environment & Heritage Higher Stewardship Level advice	Mid-Tier 31-75 ha	70.00	Statutory
Planning Services	Environment & Heritage Higher Stewardship Level advice	Mid-Tier 76-150 ha	140.00	Statutory
Planning Services	Environment & Heritage Higher Stewardship Level advice	Mid-Tier 150+ ha	280.00	Statutory
Planning Services	Environment & Heritage Higher Stewardship Level advice	High Tier 0-30ha	52.00	Statutory
Planning Services	Environment & Heritage Higher Stewardship Level advice	High Tier 31-75 ha	105.00	Statutory
Planning Services	Environment & Heritage Higher Stewardship Level advice	High Tier 76-150 ha	210.00	Statutory
Planning Services	Environment & Heritage Higher Stewardship Level advice	High Tier 150+ ha	420.00	Statutory

### Trading Standards Fees and Charges

Service	Fee or Charge	Per What?	Assumed 2026/27 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	Type of Charge
Trading Standards	Petroleum storage licence Band A - under 2500 litres	Year	48.00	Statutory
Trading Standards	Petroleum storage licence Band B - 2500 - 50000 litres	Year	65.00	Statutory
Trading Standards	Petroleum storage licence Band C - over 50,000 litres	Year	137.00	Statutory
Trading Standards	Licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	1 Year	202.00	Statutory
Trading Standards	Licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	2 Years	266.00	Statutory
Trading Standards	Licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	3 Years	333.00	Statutory
Trading Standards	Licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	4 Years	409.00	Statutory
Trading Standards	Licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	5 Years	463.00	Statutory
Trading Standards	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	1 Year	94.00	Statutory
Trading Standards	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	2 Years	161.00	Statutory

Service	Fee or Charge	Per What?	Assumed 2026/27 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	Type of Charge
Trading Standards	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	3 Years	226.00	Statutory
Trading Standards	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	4 Years	291.00	Statutory
Trading Standards	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed	5 Years	357.00	Statutory
Trading Standards	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	1 Year	119.00	Statutory
Trading Standards	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	2 Years	154.00	Statutory
Trading Standards	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	3 Years	190.00	Statutory
Trading Standards	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	4 Years	226.00	Statutory
Trading Standards	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	5 Years	260.00	Statutory
Trading Standards	Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	1 Year	59.00	Statutory
Trading Standards	Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	2 Years	94.00	Statutory
Trading Standards	Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	3 Years	132.00	Statutory
Trading Standards	Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	4 Years	166.00	Statutory
Trading Standards	Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed	5 Years	202.00	Statutory
Trading Standards	Explosives storage - varying the name of licensee or address of site	Variation	40.00	Statutory
Trading Standards	Explosives storage - transfer of licence or replacement licence if lost	Transfer	40.00	Statutory
Trading Standards	All year sale of fireworks	Annual	500.00	Statutory

#### Finance Fees and Charges

Service	Fee or Charge	Per What?	Assumed 2026/27 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	Type of Charge
Financial Services	Financial Adult Safeguarding - Category 1. Court making an order appointing a deputy for property and affairs	Client	811.00	Statutory
Financial Services	Financial Adult Safeguarding - Category 2. Annual management fee where the net assets of a person under deputyship are below £16,000, must not exceed 3% of that person's net assets on the anniversary of the court order appointing the local authority as deputy. Annual management fee for a public authority deputy (property and affairs) First Year	Client	£775.00 or 3.5% of the client's net assets if the net assets are below	Statutory
Financial Services	Financial Adult Safeguarding - Category 2. Annual management fee where the net assets of a person under deputyship are below £16,000, must not exceed 3% of that person's net assets on the anniversary of the court order appointing the local authority as deputy. Annual management fee for a public authority deputy (property and affairs) Second and Subsequent Years	Client	Various	Statutory
Financial Services	Financial Adult Safeguarding - Category 2. Annual management fee for a public authority deputy (health and welfare): taken by the local authority and not exceeding 2.5% of the person's net assets on the anniversary of the court order appointing the local authority as deputy (up to a maximum of £555).	Client	Various	Statutory
Financial Services	Financial Adult Safeguarding - Category 3. Annual property management fee to include work involved in preparing property for sale, instructing agents, conveyancers, etc or the ongoing maintenance of property including management and letting of a rental property or properties where the client is a tenant.	Client	300.00	Statutory
Financial Services	Financial Adult Safeguarding - Category 4. Annual Preparation and lodgement of an annual report or account to the Public Guardian	Client	216.00	Statutory
Financial Services	Financial Adult Safeguarding - Category 5. Annual Preparation of a Basic HMRC income tax return (bank or NS&I interest and taxable benefits)	Return	70.00	Statutory
Financial Services	Financial Adult Safeguarding - Category 5. Annual Preparation of a Complex HMRC income tax return (bank or NS&I interest, taxable benefits, small investment portfolio)	Return	140.00	Statutory

### Registration Fees and Charges

Service	Fee or Charge	Per What?	Assumed 2026/27 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	Type of Charge
Registration Service	Registration Service Search (by public) of indexes, not exceeding six successive hours	Search	20.00	Statutory
Registration Service	Registration Service Registration of a building for the solemnisation of marriages	Registration	150.00	Statutory
Registration Service	Registration of a previously solemnised building for Same Sex Marriages	Registration	78.50	Statutory
Registration Service	Registration Service Consideration of a correction to the register by the SR	Correction To A Register Page	83.00	Statutory
Registration Service	Registration Service Space 17 amendment (change of baby name in first year)	Amendment to Register Page	44.00	Statutory
Registration Service	Registration Service Consideration of a reduction in 28-day notice period for marriage or civil partnership	Waiver of Notice Period	73.00	Statutory
Registration Service	Registration Service Complex corrections of a register	Complex Correction To A Register Page	99.00	Statutory
Registration Service	Registration Service SR's fee for attesting a notice away from his office for housebound	Notice	63.00	Statutory
Registration Service	Registration Service SR's fee for attesting a notice away from his office for detained.	Notice	90.50	Statutory
Registration Service	Registration Service Taking a notice of marriage/Civil Partnership	Notice	46.50	Statutory
Registration Service	Registration Service Consideration of a divorce/civil partnership document from outside British Isles by the Superintendent Registrar	Notice	55.00	Statutory
Registration Service	Registration Service Consideration of a divorce/civil partnership document from outside British Isles where this cannot be dealt with by the LA, and is referred to GRO	Notice	83.00	Statutory
Registration Service	Registration Service Registrar attending a marriage/civil partnership at a register office	Ceremony	62.00	Statutory
Registration Service	Registration Service Registrar attending a marriage at a registered building	Ceremony	114.50	Statutory
Registration Service	Registration Service Registrar attending a marriage / civil partnership at the residence of a housebound person	Ceremony	108.00	Statutory
Registration Service	Registration Service Registrar attending a marriage/civil partnership of a detained person	Ceremony	117.00	Statutory
Registration Service	Registration Service SR Attending a marriage at the residence of a housebound person	Ceremony	111.50	Statutory
Registration Service	Registration Service SR Attending a marriage at the residence of a detained person	Ceremony	124.50	Statutory
Registration Service	Registration Service Short or Full certificate of Birth, marriage, civil partnership or death	Certificate	12.50	Statutory
Registration Service	Registration Service Priority Service (within 24 Hours) -Charges include cost of certificate	Certificate Issued Within 24 Hours	38.50	Statutory
Registration Service	Registration Service Certification of a place of meeting for religious worship	Certification	35.00	Statutory

### Coroner's Fees and Charges

Service	Fee or Charge	Per What?	Assumed 2026/27 Fee or Charge - Inclusive of VAT (Where Applicable) (£)	Type of Charge
Coroner Services	Fee for transcription of an inquest hearing	Copy Consisting of 360 Words or Less	6.20	Statutory
Coroner Services	Fee for transcription of an inquest hearing	Copy Consisting of Between 361 and 1,439 Words Inclusive	13.10	Statutory
Coroner Services	Fee for transcription of an inquest hearing	70p for Each Additional 72 Words Over 1,440 Words	0.70	Statutory
Coroner Services	Fee for disclosure of a document to an interested party after an inquest	Document of 10 Pages or Less	5.00	Statutory
Coroner Services	Fee for disclosure of a document to an interested party after an inquest	Each Subsequent Page	0.50	Statutory
Coroner Services	Fee for disclosure of a document to an interested party after an inquest	Document Disclosed in Any Medium Other Than Paper	5.00	Statutory

**Highways Fees and Charges**

<b>Service</b>	<b>Fee or Charge</b>	<b>Per What?</b>	<b>Assumed 2026/27 Fee or Charge - Inclusive of VAT (Where Applicable) (£)</b>	<b>Type of Charge</b>
Highways Services	S74 Streetworks Charges	Day	<b>Various</b>	Statutory
Highways Services	S74(a) Streetworks Charges - Lane Rental	Day	<b>Various</b>	Statutory
Highways Services	Streetworks Sample Inspections	Inspection	<b>50.00</b>	Statutory
Highways Services	Defect Inspection Fees	Inspection	<b>120.00</b>	Statutory
Highways Services	Fixed Penalty Notices - Working without a valid permit: Discounted when paid within 29-days	Discounted Fine	<b>600.00</b>	Statutory
Highways Services	Fixed Penalty Notices - Working without a valid permit	Fine	<b>1,000.00</b>	Statutory
Highways Services	Fixed Penalty Notices - Fines for incorrect Streetworks notices: Discounted when paid within 29-days	Discounted Fine	<b>160.00</b>	Statutory
Highways Services	Fixed Penalty Notices - Fines for incorrect Streetworks notices	Fine	<b>240.00</b>	Statutory