

Fees and charges – Environment and Regulation service - Crematorium and cemeteries

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Service Area Crematorium and cemeteries:	2017/18 charges	2018/19 charges	VAT	Council or Cabinet decision?	Set by statute - Yes or No	
Cremation fees:						
a/ foetal remains or stillborn baby	18	20	0	Council	No	
b/ the body of a child whose age at the time of death did not exceed 5 years	29	30	0	Council	No	
c/ the body of a child whose age at the time of death exceeded 5 years but did not exceed 15 years	66	70	0	Council	No	
d/ body parts (in accordance with The Cremation (Amendment) Regulations, 2000)	19	20	0	Council	No	
e/ the body of a person whose age at the time of death exceeded 15 years:	582	631	0	Council	No	
Unattended cremations at 8.30am or 8.45am with no mourners present	430.5	430.5	0	Council	No	
Early cremation services at 9.20am and 10am	N/A	641.5	0	Council	No	New fee for 2018/19
Cremation services from 10.40am onwards	631	706.5	0	Council	No	
Weekend cremation services	N/A	1096.5	0	Council	No	New fee for 2018/19
Medical Referee's Fee	18.5	18.5	0	Council	No	
Environmental charge (cremation of adults only)	50	50	0	Council	No	
Total Fee for the body of a person whose age at the time of						

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death exceeded 15 years:						
Unattended cremations at 8.30am or 8.45am with no mourners present	499	499	0	Council	No	
Early cremations at 9.20am and 10am	N/A	710	0	Council	No	
			0	Council	No	
Cremation services from 10.40am onwards	699.5	775	0	Council	No	
Weekend cremation services	N/A	1165	0	Council	No	
Miscellaneous :-						
Use of Chapel of Rest for each period up to 24 hours	32	35	0	Council	No	
Use of Service Chapel for Funeral Service prior to burial in an S.B.C. Cemetery or strewing in the Crematorium grounds (over 15 years)	70	70	0	Council	No	
Use of Service Chapel as an extension to an existing booking to allow for an extended service (<i>not including 3.20 services</i>)	70	70	0	Council	No	
Use of Service Chapel for Funeral Service prior to burial in an S.B.C. Cemetery or strewing in the Crematorium grounds (up to and including 15 years)	Nil	Nil	0	Council	No	
Use of Service Chapel for other than the above	188	195	0	Council	No	
Strewing of cremated remains of persons cremated other than at Scarborough (<i>Whose age at time of death exceeded 15 years</i>)	55	60	0	Council	No	
Holding of cremated remains - after one month; a weekly fee of	15.50	20	0	Council	No	
Despatch of cremated remains via carrier service (<i>The cremated remains must be in a suitable container which has been placed in a cardboard box for transit</i>)	44.50	50	0	Council	No	

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For any cremation service starting more than 10 minutes after the designated time	36	40	O	Council	No
For any burial service starting more than 10 minutes after the designated time	36	40	O	Council	No

Late delivery of forms :-

a/ Delivered between 10.00 a.m. and office closing time on the working day prior to the cremation	66	70	O	Council	No
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b/ Delivered on the day of the cremation	94	100	O	Council	No
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Media fees:

Audio recording of the webcast onto CD	41.50	37.50	S	Council	No
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Additional copies of the CD	22.50	29.17	S	Council	No
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DVD recording of a service	48.00	50	S	Council	No
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Additional copies of the DVD	26.50	30	S	Council	No
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Webcasting Tributes:	43.50	45	S	Council	No
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Live	43.50	25	S	Council	No
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Live and 28 days watch again	N/A	37.50	S	Council	No
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Physical copy (DVD/Blu-Ray/USB stick)	N/A	41.67	S	Council	No
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New fee with replacement media system (Obitus)
 New fee with replacement media system (Obitus)
 New fee with replacement media system (Obitus)

Visual Tributes:

Administration per request	9.50	15	S	Council	No	
Single Photograph (shown throughout)	2	8.34	S	Council	No	
Simple Slideshow (up to 25 photos)	N/A	37.5	S	Council	No	New fee
Professional photo tribute (up to 25 photos)	N/A	58.34	S	Council	No	New fee
Family supplied video checking	N/A	16.67	S	Council	No	New fee
Physical copy of the visual tribute	N/A	12.5	S	Council	No	New fee
Chapel Organ	Nil	Nil	S	Council	No	

Memorial fees:

Book of Remembrance

The following include VAT at the standard rate

Two line entry	59.00	65	S	Council	No	
Five line entry	98.00	100	S	Council	No	
Eight line entry	145.00	150	S	Council	No	
Floral Motif, Coat of Arms, Badge or Picture <i>(Floral Motifs, Badges, Coats of Arms etc. are available with FIVE and EIGHT line entries only)</i>	53.00	55	S	Council	No	

Memorial Cards

The following include VAT at the standard rate

Card with :-

Two line entry	23.00	25	S	Council	No	
Five line entry	24.00	25	S	Council	No	
Eight line entry	26.00	30	S	Council	No	
Floral Motif, Coat of Arms, Badge or Picture	53.00	55	S	Council	No	

Other Memorials

(All the following include VAT, where applicable at the standard rate and are renewable after a period of either 10 or 20 years)

Stone Kerb with Bronze Plaque (Woodlands and Whitby)							
- 10 years	118.00	125	O	Council	No		
- 20 years	214.00	220	O	Council	No		
Tree with Bronze Plaque							
- 10 years	329.00	335	O	Council	No		
- 20 years	562.00	570	O	Council	No		
Rose Bed with Bronze Plaque							
- 10 years	358.00	370	S	Council	No		
- 20 years	605.00	620	S	Council	No		
Single Rose with Aluminium Plaque							
- 10 years	164.00	170	S	Council	No		
- 20 years	280.00	290	S	Council	No		
Marble Edging Stone with Black Granite Tablet							
- 10 years	345.00	350	O	Council	No		
- 20 years	593.00	600	O	Council	No		
Disc Plaque on granite mushroom							
- 10 years	N/A	295	O	Council	No	New fee for 2018/19	
- 20 years	N/A	250	O	Council	No	New fee for 2018/19	
Replacement plaque on granite mushroom							
	N/A	115	O	Council	No	New fee for 2018/19	
Wall Plaque & Posy Vase							
- 10 years	195.00	200	O	Council	No		
Bench Plaque							
- 10 years	199.00	210	S	Council	No		

Cemetery fees:

1/ PRIVATE GRAVES

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To purchase the exclusive Rights of Burial for a period of 50 years.

1/ in a 9' x 4' grave (i.e. full size) - resident of Scarborough Borough Council	773.00	790	O	Council	No	
2/ in a 6' x 3' grave (Children's Section in Woodlands Cemetery) - resident of Scarborough Borough Council	263.00	270	O	Council	No	
3/ in a Cremated Remains grave - resident of Scarborough Borough Council	427.00	435	O	Council	No	
4/ in a 9' x 4' grave (i.e. full size) - non -resident of Scarborough Borough Council	N/A	1185	O	Council	No	New fee for 2018/19
5/ in a 6' x 3' grave (Children's Section in Woodlands Cemetery) - non-resident of Scarborough Borough Council	N/A	405	O	Council	No	New fee for 2018/19
6/ in a Cremated Remains grave - non-resident of Scarborough Borough Council	N/A	655	O	Council	No	New fee for 2018/19

Historical enquiry - details on grave plots within cemeteries managed by SBC - flat rate for enquiries taking no more than one hour to complete

n/a	20	O	Council	No	New fee for 2018/19
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Historical enquiry - details on grave plots within cemeteries managed by SBC - hourly rate for complex enquiries taking more than one hour

n/a	20	O	Council	No	New fee for 2018/19
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Interment Fees

For a person over the age of seven years :-

Single	556.00	570	O	Council	No
Double	727.00	740	O	Council	No
Treble	813.00	830	O	Council	No

For a child up to and including the age of seven years :-

Single	468.00	480	O	Council	No
Double	645.00	660	O	Council	No
Treble	714.00	730	O	Council	No
Single (in Children's Section of Woodlands Cemetery)	172.00	175	O	Council	No

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Cremated Remains	104.00	110	O	Council	No
Body Parts	104.00	110	O	Council	No

2/ BABY GRAVES

New grave for a foetal, stillborn or baby up to seven days old in the designated section at Woodlands Cemetery (including bronze plaque on stone kerb at head of grave) (<i>maximum coffin size: 24"x12"</i>)	185.00	185	O	Council	No
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3/ MISCELLANEOUS

For strewing cremated remains, on a grave, of persons cremated other than at Scarborough	55.00	60	O	Council	No
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4/ MEMORIALS

For the right to erect a memorial on a 9'0" x 4'0" grave					
Kerbset	151.00	155	O	Council	No
Lawn type up to 3'0" high x 3'0" wide	151.00	155	O	Council	No
Lawn type up to 3'0" high x 6'0" wide	252.00	260	O	Council	No
Cross and plinth up to 3'0" high	151.00	155	O	Council	No
Plaque or desktop up to 6" high	75.50	80	O	Council	No

For the right to erect a memorial on a 6'0" x 3'0" cremated remain grave (in the Children's Section at Woodlands) Lawn type up to 3'0" high x 3'0" wide	151.00	155	O	Council	No
Kerbset	75.50	80	O	Council	No
For the right to erect a vase not exceeding 12" x 12" x 12" on a grave (any section)	29.00	30	O	Council	No

For the right to cut an additional inscription	23.50	25	O	Council	No
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Transfer of Ownership	21.50	25	O	Council	No
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**Quick reference Grave fees
(charges include right of burial and interment fees):**

New Graves

Single - resident of Scarborough Borough Council	1329.00	1360	O	Council	No	
Single - non-resident of Scarborough Borough Council	N/A	1755	O	Council	No	New fee for 2018/19
Double - resident of Scarborough Borough Council	1500.00	1530	O	Council	No	
Double - non-resident of Scarborough Borough Council	N/A	1925	O	Council	No	New fee for 2018/19
Cremated Remains - resident of Scarborough Borough Council	531.00	545	O	Council	No	
Cremated Remains - non-resident of Scarborough Borough Council	N/A	765	O	Council	No	New fee for 2018/19
Child's Grave (<i>Section A at Woodlands</i>) - resident of Scarborough Borough Council	435.00	445	O	Council	No	
Child's Grave (<i>Section A at Woodlands</i>) - non-resident of Scarborough Borough Council	N/A	580	O	Council	No	New fee for 2018/19
Still-born, foetal or baby up to seven days old Including Bronze Plaque on stone kerb (<i>Lower South Terrace at Woodlands</i>) (<i>maximum coffin size: 24" x 12"</i>)	185.00	190	O	Council	No	

Re-open Existing Graves

Single	556.00	570	O	Council	No	
Double	727.00	740	O	Council	No	
Vaulted Grave in Woodlands	2111.00	2155	O	Council	No	

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Meadow burial in Woodlands - Includes a granite marker	1382.00	1410	O	Council	No
	1552.00	1585	O	Council	No

Exhumations:

Exhumation of body from grave or vault for re-burial in another grave or for cremation (exclusive of interment fees):

Cremation casket	230	235	O	Council	No
Full grave	862	880	O	Council	No
Cremated Remains	102.00	105	O	Council	No

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Service Area Licencing	2017/18 charges (£)	2018/19 charges (£)	VAT	Council or Cabinet decision?	Set by statute - Yes or No?	
Licensing Act 2003:						
General advice requests - discretionary hourly rate (pro-rata) - submitting applications under the Licensing Act 2003	N/A	35	0	Council	No	New fee
Licensing fees:						
Application For Provisional Statement Where Premises Are Being Built etc (Sec 29) 3	315	315	0	Council	Yes	
Application For Transfer Of A Premises Licence (Section 42)	23	23	0	Council	Yes	
Application To Vary Licence To Specify Individual As Premises Supervisor (Section37)	23	23	0	Council	Yes	
Change Of Relevant Registered Address Of Club (Section 83,(1) Or (2)	10.5	10.5	0	Council	Yes	
Duty To Notify Change Of Name Or Address (Section 127)	10.5	10.5	0	Council	Yes	
Interim Authority Notice Following Death Etc Of Licence Holder (Section 47)	23	23	0	Council	Yes	
Notification Of Change Of Name And Address (Section 33)	10.5	10.5	0	Council	Yes	
Notification Of Change Of Name Or Alteration Of Rules Of The Club (Section 82)	10.5	10.5	0	Council	Yes	
Personal Licence	37	37	0	Council	Yes	
Personal Licence Grant Or Renewal (Section 117)	37	37	0	Council	Yes	
Right Of Freeholder Etc To Be Notified Of Licensing Matters (Section 178)	21	21	0	Council	Yes	
Temporary Events Notice	21	21	0	Council	Yes	
Temporary Events Notice (Section100)	21	21	0	Council	Yes	
Theft, Loss etc Of Certificate Or Summary (Section 79)	21	21	0	Council	Yes	
Theft, Loss etc Of Personal Licence (Section 126)	10.5	10.5	0	Council	Yes	
Theft, Loss etc Of Premises Licence Or Summary (Section 25)	10.5	10.5	0	Council	Yes	

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Theft, Loss etc Of Temporary Event Notice (Section 110)	10.5	10.5	O	Council	Yes
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Licensing register entries:

For All Entries (If Plans Are Required)	3,000	3,000	O	Council	Yes
For All Entries (No Plans Are Required)	1,000	1,000	O	Council	Yes
Per Individual Copy	26	26	O	Council	Yes

Premises Licence:

Minor Variation	89	89	O	Council	Yes
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Premises Licence - Annual Fee:

A	70	70	O	Council	Yes
B	180	180	O	Council	Yes
C	295	295	O	Council	Yes
D	320	320	O	Council	Yes
E	350	350	O	Council	Yes

Premises Licence - Annual Fee (For Town Centre Pubs Only):

D x 2	640	640	O	Council	Yes
E x 3	1,050	1,050	O	Council	Yes

Premises Licence - New and Full Variation applications:

A	100	100	O	Council	Yes
B	190	190	O	Council	Yes

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C	315.00	315	O	Council	Yes
D	450.00	450	O	Council	Yes
D x 2	900	900	O	Council	Yes
E	635.00	635	O	Council	Yes
E x 3	1905.00	1,905	O	Council	Yes

Club Premises Certificates

Minor Variation	89	89	O	Council	Yes
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Club Premises Certificate - Annual Fee:

A	70	70	O	Council	Yes
B	180	180	O	Council	Yes
C	295	295	O	Council	Yes
D	320	320	O	Council	Yes
E	350	350	O	Council	Yes

Club Premises Certificate - New and Full Variation applications:

A	100	100	O	Council	Yes
B	190	190	O	Council	Yes
C	315.00	315	O	Council	Yes
D	450.00	450	O	Council	Yes
E	635.00	635	O	Council	Yes

Gambling Act 2005:

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General advice requests - discretionary hourly rate (pro-rata) - submitting applications under the Gambling Act 2005	N/A	35	O	Council	No	New fee
Small Casino - new application	8000.00	8,000	O	Council	Yes - up to maximum limit	
Small Casino - annual fee	5000.00	5,000	O	Council	Yes - up to maximum limit	
Small Casino - variation	4000.00	4,000	O	Council	Yes - up to maximum limit	
Small Casino - transfer	1484.00	1484	O	Council	Yes - up to maximum limit	
Small Casino - Reinstatement	1484.00	1484	O	Council	Yes - up to maximum limit	
Small Casino - Application for a premises licence which already has a Provisional Statement	3000.00	3,000	O	Council	Yes - up to maximum limit	
Small Casino - Application for Premises Licence for Provisional Statement	8000.00	8,000	O	Council	Yes - up to maximum limit	
Converted Casino - Annual fee	3000.00	3000	O	Council	Yes - up to maximum limit	
Converted Casion - Variation	1823.00	1823	O	Council	Yes - up to maximum limit	
Converted Casino - Transfer	1045.00	1045	O	Council	Yes - up to maximum limit	
Converted Casino - Reinstatement	1045.00	1045	O	Council	Yes - up to maximum limit	
Adult Gaming Centres: a) New Applications	1,823	1823	O	Council	Yes - up to maximum limit	
Adult Gaming Centres: b) Annual Fees	1,000	1,000	O	Council	Yes - up to maximum limit	
Adult Gaming Centres: c) Variations	626.00	626	O	Council	Yes - up to maximum limit	
Adult Gaming Centres: d) Transfers	857	857	O	Council	Yes - up to maximum limit	
Adult Gaming Centres: e) Reinstatements	857	857	O	Council	Yes - up to maximum limit	
Adult Gaming Centres: f) Provisionals Statements	1,823	1823	O	Council	Yes - up to maximum limit	
Adult Gaming Centres: g) Licence Application (Provisional Statement Holders)	1200.00	1,200	O	Council	Yes - up to maximum limit	
Adult Gaming Centres: h) Copy of licence	20	20	O	Council	Yes - up to maximum limit	
Adult Gaming Centres: i) Notification of change	40	40	O	Council	Yes - up to maximum limit	
Betting Premises (Excluding Tracks): a) New Applications	3,000	3,000	O	Council	Yes - up to maximum limit	
Betting Premises (Excluding Tracks): b) Annual Fees	571	571	O	Council	Yes - up to maximum limit	
Betting Premises (Excluding Tracks): c) Variations	1,252	1,252	O	Council	Yes - up to maximum limit	
Betting Premises (Excluding Tracks): d) Transfers	857	857	O	Council	Yes - up to maximum limit	

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Betting Premises (Excluding Tracks): e) Reinstatements	857	857	O	Council	Yes - up to maximum limit
<i>Betting Premises (Excluding Tracks): f) Provisionals Statements</i>	3,000	3,000	O	Council	Yes - up to maximum limit
Betting Premises (Excluding Tracks): g) Licence Application (Provisional Statement Holders)	1200.00	1,200	O	Council	Yes - up to maximum limit
Betting premises (Excluding Tracks): h) Copy of licence	20	20	O	Council	Yes - up to maximum limit
Betting premises (Excluding Tracks): i) Notification of change	40	40	O	Council	Yes - up to maximum limit
Bingo Clubs: a) New Applications	3500.00	3,500	O	Council	Yes - up to maximum limit
Bingo Clubs: b) Annual Fees	1,000	1,000	O	Council	Yes - up to maximum limit
Bingo Clubs: c) Variations	1,593	1,593	O	Council	Yes - up to maximum limit
Bingo Clubs: d) Transfers	857.00	857	O	Council	Yes - up to maximum limit
Bingo Clubs: e) Reinstatements	857.00	857	O	Council	Yes - up to maximum limit
Bingo Clubs: f) Provisionals Statements	3,500	3,500	O	Council	Yes - up to maximum limit
Bingo Clubs: g) Licence Application (Provisional Statement Holders)	1,200	1,200	O	Council	Yes - up to maximum limit
Bingo Clubs: h) Notification of change	20	20	O	Council	Yes - up to maximum limit
Bingo Clubs: i) Copy of licence	40	40	O	Council	Yes - up to maximum limit
Club Gaming Permits & Club Machine Permits (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): a) Application Fee (new Permit)	100.00	100	O	Council	Yes - up to maximum limit
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): b) Application Fee (conversion of Part 2/Part 3 Registration)	100.00	100	O	Council	Yes - up to maximum limit
Club Gaming Permits and Club Gaming Machine Permits (Where applicant holds a Club Premises Certificate under Licensing Act 2003); c) Annual fee	50	50	O	Council	Yes - up to maximum limit
Club Gaming Permits & Club Machine Permits (where applicant holds a Club Premises Certificate under Licensing Act 2003); d) Renewal fee	100	100	O	Council	Yes - up to maximum limit
Club Gaming Permits & Club Machine Permits (where applicant holds a Club Premises Certificate under Licensing Act 2003); e) Variation fee	100	100	O	Council	Yes - up to maximum limit
Club Gaming Permits & Club Machine Permits (where applicant holds a Club Premises Certificate under Licensing Act 2003); f) Copy of permit	15	15	O	Council	Yes - up to maximum limit

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Club Gaming Permit and Club Gaming Machine Permit: a) Application Fee (New Permit)	200.00	200	O	Council	Yes - up to maximum limit
Club Gaming Permit & Club Machine Permit: b) Application Fee (Conversion Of Part 2 / Part 3 Registration)	100	100	O	Council	Yes - up to maximum limit
Club Gaming Permit & Club Machine Permit: c) Annual Fee	50.00	50	O	Council	Yes - up to maximum limit
Club Gaming Permit & Club Machine Permit: d) Renewal Fee	200.00	200	O	Council	Yes - up to maximum limit
Club Gaming Permit & Club Machine Permit: e) Variation Fee	100	100	O	Council	Yes - up to maximum limit
Club Gaming Permit & Club Gaming Machine Permit: f) Copy Of Permit	15.00	15	O	Council	Yes - up to maximum limit
Family Entertainment Centre: a) New Applications	1823.00	1823	O	Council	Yes - up to maximum limit
Family Entertainment Centre: b) Annual Fees	740	740	O	Council	Yes - up to maximum limit
Family Entertainment Centre: c) Variations	626.00	626	O	Council	Yes - up to maximum limit
Family Entertainment Centre: d) Transfers	574.00	574	O	Council	Yes - up to maximum limit
Family Entertainment Centre: e) Reinstatements	574	574	O	Council	Yes - up to maximum limit
Family Entertainment Centre: f) Provisionals Statements	1823.00	1823	O	Council	Yes - up to maximum limit
Family Entertainment Centre: g) Licence Application (Provisional Statement Holders)	915.00	915	O	Council	Yes - up to maximum limit
Family Entertainment Centre: h) Copy of licence	20	20	O	Council	Yes - up to maximum limit
Family Entertainment Centre: i) Notification of change	40.00	40	O	Council	Yes - up to maximum limit
Licensed Premises - Notification Of Intent To Use Automatic Entitlement (1-2 Machines)	50	50	O	Council	Yes - up to maximum limit
Licensed Premises Gaming Machine Permit (3+ Machines): a) Application Fee (New Permit)	150.00	150	O	Council	Yes - up to maximum limit
Licensed Premises Gaming Machine Permit (3+ Machines): b) Application Fee (Conversion Of S34 Permit)	100	100	O	Council	Yes - up to maximum limit
Licensed Premises Gaming Machine Permit (3+ Machines): c) Annual Fee	50	50	O	Council	Yes - up to maximum limit
Licensed Premises Gaming Machine Permit (3+ Machines): d) Variation Fee	100	100	O	Council	Yes - up to maximum limit
Licensed Premises Gaming Machine Permit (3+ Machines): e) Transfer Fee	25	25	O	Council	Yes - up to maximum limit
Licensed Premises Gaming Machine Permit (3+ Machines): f) Change Of Name	25	25	O	Council	Yes - up to maximum limit
Licensed Premises Gaming Machine Permit (3+ Machines):	15.00	15	O	Council	Yes - up to maximum limit

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g) Copy Of Permit

Prize Gaming Permit: a) Application Fee (New Permit)	300.00	300	O	Council	Yes - up to maximum limit
Prize Gaming Permit: b) Application Fee (Conversion Of S34 Permit)	100.00	100	O	Council	Yes - up to maximum limit
Prize Gaming Permit: c) Renewal Fee	300	300	O	Council	Yes - up to maximum limit
Prize Gaming Permit: d) Change Of Name	25	25	O	Council	Yes - up to maximum limit
Prize Gaming Permit: e) Copy Of Permit	15	15	O	Council	Yes - up to maximum limit
Small Society Lotteries: a) New Registration	40.00	40		Council	Yes - up to maximum limit
Small Society Lotteries: b) Annual Fee	20.00	20	O	Council	Yes - up to maximum limit
Tracks: a) New Applications	2458.00	2,458	O	Council	Yes - up to maximum limit
Tracks: b) Annual Fees	1,000	1,000	O	Council	Yes - up to maximum limit
Tracks: c) Variations	914	914	O	Council	Yes - up to maximum limit
Tracks: d) Transfers	571.00	571	O	Council	Yes - up to maximum limit
Tracks: e) Reinstatements	571.00	571	O	Council	Yes - up to maximum limit
Tracks: f) Provisionals Statements	2458.00	2,458	O	Council	Yes - up to maximum limit
Tracks: g) Licence Application (Provisional Statement Holders)	914.00	914	O	Council	Yes - up to maximum limit
Tracks: h) Copy of licence	20	20	O	Council	Yes - up to maximum limit
Tracks: i) Notification of change	40	40	O	Council	Yes - up to maximum limit
Unlicensed Family Entertainment Centre Gaming Machine Permit: a) Application Fee (New Permit)	300.00	300	O	Council	Yes - up to maximum limit
Unlicensed Family Entertainment Centre Gaming Machine Permit: b) Application Fee (Conversion Of S34 Permit)	100	100	O	Council	Yes - up to maximum limit
Unlicensed Family Entertainment Centre Gaming Machine Permit: c) Renewal Fee	300	300	O	Council	Yes - up to maximum limit
Unlicensed Family Entertainment Centre Gaming Machine Permit: d) Change Of Name	25	25	O	Council	Yes - up to maximum limit
Unlicensed Family Entertainment Centre Gaming Machine Permit: e) Copy Of Permit	15.00	15	O	Council	Yes - up to maximum limit
Temporary Use Notice	500	500		Council	Yes - up to maximum limit

Sex establishment licence fees:

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New application	4,532	4,532	O	Council	No
Renewal - annual fee	3,946	3,946	O	Council	No
Variation	3,946	3,946	O	Council	No
Transfer	344	344	O	Council	No
Change of Licensee name	51	51	O	Council	No
Replacement copies of documentation	11	11	O	Council	No
Administration fee - refunding pro-rata fees for surrendered or revoked licences	20	20	O	Council	No
Refund where applications for grant or renewal are refused in their entirety or withdrawn	740	740	O	Council	No

Animal licensing fees:

Animal boarding establishments - new and annual renewal fees (pro-rata basis rounded to nearest 6 months)	149	152	O	Council	No
Variation to an existing animal boarding establishment (increase number of animals boarded)	100	102	O	Council	No
Dog Home boarding - new and annual renewal fees (pro-rata basis rounded to nearest 6 months)	112	114	O	Council	No
Variation to an existing Dog boarding establishment (increase number of dogs home boarded)	75	77	O	Council	No
Cat Home boarding - new and annual renewal fees (pro-rata basis rounded to nearest 6 months)	112	114	O	Council	No
Variation to an existing Cat Home boarding establishment (increase number of cats home boarded)	75	77	O	Council	No
Dog Day boarding - new and annual renewal fees (pro-rata basis rounded to nearest 6 months)	130	133	O	Council	No
Variation to an existing Dog Day boarding establishment (increase number of dogs day boarded)	87	89	O	Council	No
Pet shops - new and annual renewal fees (pro-rata basis rounded to nearest 6 months)	149	152	O	Council	No
Variation to an existing pet shop licence (increase the range of animals for sale)	100	102	O	Council	No
Dangerous wild animals (not including vet fees) - new and 2	112	114	O	Council	No

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yearly renewal fees

Variation to an existing Dangerous wild animals licence (increase number of dangerous wild animals on the licence)	75	77	O	Council	No
Riding establishments (not including vet fees) - new and annual renewal fees	168	171	O	Council	No
Variation to an existing Riding Establishment (increase the number of animals on licence)	112	114	O	Council	No
Donkey licences (not including vet fees) - new and annual renewal fees	168	171	O	Council	No
Breeding of Dogs - new and annual renewal fees (pro-rata basis rounded to nearest 6 months)	130	133	O	Council	No
Variation to an existing Breeding of Dogs licence (increase the number of breeding females)	87	89	O	Council	No
Zoos - (not including vet fees) - new and renewal fees (first renewal after 4 years and subsequent ones every 6 years)	556	568	O	Council	No
Transfer of existing Zoo licence (change of ownership)	278	284	O	Council	No
Variation of existing Zoo licence (new animals added to the licence)	373	380	O	Council	No

Scrap metal licence fees:

Scrap metal dealers site	489	500	O	Cabinet	No
Variation of licence - dealers only	340	347	O	Cabinet	No
Scrap metal collectors	148	151	O	Cabinet	No
Minor Amendments to licence - dealers and collectors	27	28	O	Cabinet	No

Taxi and private hire licence fees:

Vehicles:

Taxi vehicle licence - new and annual renewal fees (pro-rata basis rounded up to nearest 6 months)	254	262	O	Council	No
Private hire vehicle licence - new and annual renewal fees (pro-rata basis rounded up to nearest 6 months)	223	230	O	Council	No

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Taxi or private hire vehicle transfer fee	40		41	O	Council	No
Replacement vehicle fee - taxi and private hire	47		48	O	Council	No
Private (personalised) number plate change	N/A		48	O	Council	No
Change of vehicle licence holder/owner details - taxi and private hire	20	N/A		O	Council	No
Bracket for exterior licence plate - taxi and private hire	11		12	O	Council	No
Replacements (e.g. exterior licence plate; internal licence plate; paper vehicle licence; tariff card) - taxi and private hire	20		21	O	Council	No
Failure to attend appointed vehicle inspection - taxi and private hire	11		12	O	Council	No
Application for advertising on vehicle - taxi only	22		23	O	Council	No
Administration charge - surrender or cancellations of licences	21		22	O	Council	No

New fee
Cost to be absorbed
into taxi/private hire
vehicle fee

Drivers:

Dual driver's licence - renewal application fee (every 3 years) (inclusive of DBS and DVLA checks)	228		233	O	Council	No
Dual driver's licence - new application fee (inclusive of DBS and DVLA checks and knowledge test) (pro-rata basis rounded up to the nearest 12 months)	252		260	O	Council	No
External ID Validation check (where required)	20		21	O	Council	No
Change of licence holder details	20	N/A		O	Council	No
Replacements (e.g. paper licence; photographic ID card; badge)	20		21	O	Council	No
Re-sit of knowledge and geographical test (following one failed attempt)	24		25	O	Council	No

Cost to be absorbed
into dual driver's
renewal licence fee

Operators (5 year licences):

Private hire Operator's licence for up to 2 vehicles	990		990		Council	No
Private hire Operator's licence for 3 to 15 vehicles	1290		1290		Council	No

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Private hire Operator's licence for 16 or over vehicles	1820	1820		Council	No
Replacement of licence (copy requested or lost/stolen)	20	21		Council	No

General:

Additional copy of the Council's Taxi and Private Hire Policy	8	8		Council	No
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Street Trading consents:

12 month consents	600	630	0	Council	No
6 month consents	400	420	0	Council	No
3 month consents	250	265	0	Council	No
Renewals (for 12 month consents only)	400	420	0	Council	No
Commercial Sale of a Vehicle on the Highway (for period up to sale)	25 per vehicle	26	0	Council	No
Car Boot Sales (single fee per event) where public have access without payment	50	52	0	Council	No

Charitable Stalls (without street collection permit)	15 per day £25 per trader per day (upper total limit of £200)	No fee £26 per trader per day (upper total limit of £200)	0	Council	No
Commercial special events (including commercial events, Non-chartered, Continental or themed markets and Farmer's markets)			0	Council	No
Replacement Street Trading Consent (damaged, lost or stolen)	10	10	0	Council	No
Administration fee (for Application Withdrawals, Revocations and Surrenders of Consents)	25	26	0	Council	No
Badges and replacement badges for consent holder and authorised assistant(s)	10	10	0	Council	No

Charitable stalls exempted in line with minor changes to Street Trading Policy
Community/charitable events have been exempted in line with minor changes to Policy

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Notification of changes of contact details and/or authorised assistant(s)

10 10 O Council No

Fees and charges – Environment and Regulation service – Commercial Regulation Team (excluding Licensing)

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Service Area	2017/18 charges (£)	2018/19 charges (£)	VAT	Cabinet or Council decision?	Set by statute - Yes or No?	Comments
Food and Occupational Safety:						
Food Safety						
General Advice Requests - Discretionary hourly rate (pro-rata) where significant expertise required	N/A	46	O	Council	No	New fee
Food Hygiene Rating Scheme (FHRS) fees:						
FHRS Re-rating requests	N/A	180	O	Council	No	New fee
Food Export certificate fees:						
Food export certificate - no approved Export Health Certificate required by APHA (Defra)	33	36	O	Council	No	
Food export certificate - where approved Export Health Certificate is required by APHA (Defra)	46	55	O	Council	No	
Any Food export certificate where a visit is required - hourly rate (pro-rata)	46	46	O	Council	No	
Special treatment registration fees:						
Skin piercing - combined premises and 1st practitioner registration	374	374	O	Council	No	
Skin Piercing - each additional practitioner registration	66	68	O	Council	No	
Skin piercing - amendment to existing registration (premises or practitioner)	26	27	O	Council	No	
Ear piercing only - combined premises and 1st practitioner	102	104	O	Council	No	

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Ear piercing only - each additional practitioner	46	47	O	Council	No
Ear piercing - amendment to existing registration (premises or practitioner)	26	27	O	Council	No
Tattooing - combined premises and 1st practitioner registration	374	374	O	Council	No
Tattooing - each additional practitioner registration	66	68	O	Council	No
Tattooing - amendment to existing registration (premises or practitioner)	26	27	O	Council	No
Tattooing or skin piercing events/conventions	700	700	O	Council	No

Primary Authority Partnership fees:

Scarborough Borough Council and Company A (hourly rate)	45	46	S	Council	No	Charge set by local contractual agreement
Scarborough Borough Council and Company B (yearly rate)	1,500	1,500	S	Council	No	Charge set by local contractual agreement
Scarborough Borough Council and Company C (yearly rate)	1,500	1,500	S	Council	No	Charge set by local contractual agreement

Health and Safety

General Advice Requests - Discretionary hourly rate (pro-rata) where significant expertise required	N/A	46	O	Council	No	New fee
Officer statement of facts (hourly rate - pro-rata) (1 hour minimum charge)	46	46	O	Council	No	

Service Area	2017/18 charges (£)	2018/19 charges (£)	VAT	Cabinet or Council decision?	Set by statute - Yes or No?	Comments
Environmental Protection:						
Environmental Information Regulations 2004 - Contaminated Land Enquiries:						
Commercial/Domestic - Hourly rate - pro-rata (1 hour minimum charge)	46	46	S	Council	No	
General enquiries - Hourly rate - pro-rata (1 hour minimum charge)	46	46	S	Council	No	
Environmental Protection Act Schedule 1 Part B Premises (Fees may be subject to change, depending on any relevant announcements published by the Department of Environment, Food and Rural Affairs (Defra)):						
a) Summary Of Register	21	22	S	Council	No	
b) First Sheet	16	17	S	Council	No	
c) Each subsequent Sheet	6	6	S	Council	No	
Pollution Prevention and Control Act 1999 (Fees may be subject to change, depending on any relevant announcements published by the Department of Environment, Food and Rural Affairs (Defra)):						
LA-IPPC (Part A2) charges:						
a) Application	3,218	3,363	O	Council	Yes	
b) Additional fee for operating without a permit	1,137	1,188	O	Council	Yes	

Fees and charges – Environment and Regulation service – Commercial Regulation Team (excluding Licensing)

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c) Annual Subsistence (Low)	1,384	1,447	O	Council	Yes
d) Annual Subsistence (Medium)	1,541	1,611	O	Council	Yes
e) Annual Subsistence (High)	2,233	2,334	O	Council	Yes
Late payment fee	n/a	52		Council	Yes
f) Substantial Variation	1,309	3,363	O	Council	Yes
g) Transfer	225	235	O	Council	Yes
h) Partial transfer	668	698	O	Council	Yes
i) Surrender	668	698	O	Council	Yes

LAPPC (Part B) charges - Application Fees:

Standard process (includes solvent emission activities)	1,579	1,650	O	Council	Yes
Additional fee for operating without a permit	1,137	1,188	O	Council	Yes
PVRI, SWOBs, and Dry Cleaners	148	155	O	Council	Yes
PVR I & II combined	246	257	O	Council	Yes
VRs and other Reduced Fee Activities	346	362	O	Council	Yes
Reduced fee activities: Additional fee for operating without a permit	68	71	O	Council	Yes
Additional fee where a LAPPC application for any of the above is for a combined Part B and waste application	297	310	O	Council	Yes
Mobile Plant not using simplified permits:					
Number of permits = 1 - 2	1,579	1,650	O	Council	Yes
Number of permits = 3 - 7	943	985	O	Council	Yes
Number of permits = 8 and over	477	498	O	Council	Yes
Additional fee where a LAPPC application for any of the above is for a combined Part B and waste application	297	310	O	Council	Yes

LAPPC (Part B) Annual Subsistence Charges:

1.a) Standard process Low	739	772 (+104)*	O	Council	Yes
1.b) Standard process Medium	1,111	1161 (+156)*	O	Council	Yes

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1.c) Standard process High	1,672	1747 (+207)*	O	Council	Yes
<i>*the additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation.</i>					
2.a) PVRI and dry cleaners (Low)	76	79	O	Council	Yes
2.b) PVRI and dry cleaners (Med)	151	158	O	Council	Yes
2.c) PVRI and dry cleaners (High)	227	237	O	Council	Yes
3.a) PVR I & II combined (Low)	108	113	O	Council	Yes
3.b) PVR I & II combined (High)	326	341	O	Council	Yes
3.c) PVR I & II combined (Med)	216	226	O	Council	Yes
4.a) VRs and other reduced fee activities (Low)	218	228	O	Council	Yes
4.b) VRs and other reduced fee activities (Med)	349	365	O	Council	Yes
4.c) VRs and other reduced fee activities (High)	524	548	O	Council	Yes
Mobile plant not using simplified permits:					
Number of permits = 1 - 2 Low	618	646	O	Council	Yes
Number of permits = 1 - 2 Medium	989	1,034	O	Council	Yes
Number of permits = 1 - 2 High	1,484	1,506	O	Council	Yes
Number of permits = 3 - 7 Low	368	385	O	Council	Yes
Number of permits = 3 - 7 Medium	590	617	O	Council	Yes
Number of permits = 3 - 7 High	884	924	O	Council	Yes
Number of permits = 8 and over Low	189	198	O	Council	Yes
Number of permits = 8 and over Medium	302	316	O	Council	Yes
Number of permits = 8 and over High	453	473	O	Council	Yes
Additional fee where a LAPPC Part B installation above is subject to reporting under the E-PRTR Regulation		104	O	Council	Yes
Late Payment fees	50	52	O	Council	Yes
LAPPC Substantial change:					
Reduced fee activities	98	102	O	Council	Yes

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Standard process	1,005	1,050	O	Council	Yes
Standard process where the substantial change results in a new PPC activity	1,579	1,650	O	Council	Yes

LAPPC Temporary transfer for mobile plant

First transfer	51	53	O	Council	Yes
Repeat following enforcement or warning	51	53	O	Council	Yes

LAPPC Transfer and Surrender:

New operator at low risk reduced fee activity	75	78	O	Council	Yes
Reduced fee activities: partial transfer	45	47	O	Council	Yes
Reduced fee activities: transfer	0	0	O	Council	Yes
Standard process partial transfer	476	497	O	Council	Yes
Standard process transfer	162	169	O	Council	Yes
Surrender: all Part B activities	0	0	O	Council	Yes

Private Water Supplies Regulations 2016:

Private Water Supplies

a) Private water supply sample (each visit)	Hourly rate of 46	Flat rate of 100	O	Council	Statutory up to a maximum limit
b) Risk Assessment (each assessment)	100	Hourly rate of 46 up to a maximum of 500	O	Council	Statutory up to a maximum limit
c) Investigation (for each investigation)	Hourly rate	Flat rate of	O	Council	Statutory

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	of 46	100				up to a maximum limit
d) Granting an Authorisation (per authorisation)	100	100	O	Council		Statutory up to a maximum limit
e) Analysing a Sample Taken Under Regulation 10 - at cost - up to maximum price shown	25	25	O	Council		Statutory up to a maximum limit
f) Analysing a Sample Taken Under Check Monitoring - at cost - up to maximum price shown	100	100	O	Council		Statutory up to a maximum limit
g) Analysing a Sample Taken Under Audit Monitoring - at cost - max price shown	500	500	O	Council		Statutory up to a maximum limit